

# Weybourne Parish Council

DRAFT MINUTES of the Parish Council Meeting held on  
Wednesday 1<sup>st</sup> December 2021, 7.30pm in the Village Hall.

**Present:** Lyndon Swift (Chair), Ruth Gallally, Charlie Harrison, Val Stubbs, Peter Gallally, Penny Taylor, Johnny Seago and Dan Howes (Clerk & RFO)

**Also present:** Cllr Victoria Holliday and one member of the public.

1. **(a) To confirm that this meeting will be recorded, and that Members of the Council and general public are reminded they should behave appropriately.**

Cllr Swift read this statement out. No issues.

**(b) To receive and consider apologies**

Apologies from Cllr Todd. All accepted.

**(c) To receive Declarations of Interest on Agenda items and consider requests for Dispensations.**

None

## 2. Minutes

**To approve the minutes of the meeting held on 3<sup>rd</sup> November 2021.**

The minutes were **agreed** as a true record of the meeting.

## 3. Public Participation

**(a) The meeting was adjourned to allow correspondence from members of the public and any councillors with prejudicial interest to speak.**

None

**(b) To receive reports from the County Councillor, District Councillor and Police.**

Cllr Vardy (County Councillor) sent his apologies prior to the meeting but had sent around an update to all prior to the meeting. No issues raised.

Cllr Holliday (District Councillor) stated the new leisure centre in Sheringham, The Reef, opened on the 30<sup>th</sup> November and did speak to NNDC about the large windows in the front, but they have stated everything went through as planned and encouraged people to go and visit themselves.

The Clerk didn't receive Cllr Holliday's report so this will be distributed post meeting.

Social prescribing referrals are increasing and would encourage anyone looking for support, whether struggling with budgets or looking for companionship, to contact NNDC for further information.

The Environment Agency is planning a refurbishment of the tidal gates at Cley, refurbishment of the Wells Sea defences and a flood risk management project for Weybourne.

The Police cluster newsletter had been received.

## 4. Windfarm Developments

**To receive any updates regarding the offshore wind developments**

Cllr Stubbs sent around an update to all councillors prior to the meeting.

Cllr Stubbs stated a further letter will be sent to Equinor and the MP stating issues of concern, which will be specifically about all cables are at least 60m from dwellings.

Equinor is staging a webinar on December 8<sup>th</sup> in order to update Parish Councils on the current status of its plans.

Cllr Stubbs has registered to join this.

Equinor published its Phase Two Consultation Summary Report (CSR) for the Sheringham Shoal and Dudgeon Offshore Wind Farm Extension Projects on November 25<sup>th</sup>. This outlines how and why the plans have been refined.

Copies have been sent to all households.

The expanding group of Parish Councils affected by; and therefore, objecting to the onshore cabling plan, and pushing for an OTN, has now increased to 87 Parish and Town Councils. This is an extraordinary and encouraging development in the pursuit of our goal to promote a better solution for Norfolk.

The Norfolk Parish Movement (NPM) is encouraging parish councils to urge their County Councillor to take steps to ensure that Norfolk County Council joins The Off Shore Electricity Grid Task Force group (OffSET). The good news is that a Cabinet Member of Norfolk County Council has now joined the OffSET group, to represent the interests of

Norfolk. This may herald a more active response from Norfolk CC, who have thus far been frustratingly neutral on this huge issue for our county.

Cllr Stubbs to write a letter to Norfolk CC requesting that they join OffSET.

Cllr Stubbs to forward NPM's letter to the Secretary of State (SoS).

Both the Norfolk Boreas and Norfolk Vanguard are both shortly due to be determined by the SoS.

Cllr Stubbs stated the Equinor phased two summary report does take our concerns into account but we still need pushing towards the OTN.

Cllr Holliday stated that she has spoken with the Head of the UEA technical college, as they take on 14–18-year-olds on for Engineering, and will approach Equinor with this information in the Spring.

No updates on the finance side from Cllr Todd.

At this point it was **agreed** to move forward the Planning section so the District Councillor could be included.

## 6. Planning

### (a) To consider the following planning applications

- i. PF/21/2953 - The Covert, Holt Road, Weybourne, Norfolk, NR25 7SU  
Front entrance porch

It was **agreed** that the Council **supports** this application.

- ii. PF/21/3054 - Weybourne Atmospheric Observatory, Weybourne Road, Kelling, Holt, Norfolk, NR25 7EG  
Installation of 4 antennas on observatory building associated with receiver station to track migratory bats and birds crossing the North Sea

It was **agreed** that the Council **supports** this application.

### (b) To consider planning applications received since the publication of the agenda

None

### (c) To confirm any bids for the Parish Partnership 2022-23

It was **agreed** to apply for a bid for two gates to be purchased and installed. The locations are to the west of the A149 and the bottom of Holgate Hill. The Clerk to complete and send this to NNDC before the 10 December.

The Clerk will also ask Highways on having further 20mph notices added to the highway.

### (d) To receive any updates on affordable housing

Cllr Swift stated that this is progressing quickly now in Sheringham.

Cllr Swift stated he had a brief meeting with Chestnut. They have stated mixed numbers in regards to parking spaces needed for The Maltings and stated they will revise their plans and will send these to us when complete.

Cllr Holliday to liaise with NNDC Planning to investigate further.

At this point the District Councillor left the meeting.

## 5. Finance

### (a) To note the bank reconciliation to – 23<sup>rd</sup> November 2021

The bank reconciliation was noted.

### (b) To note the account summary's to -

- i. 23 October 2021
- ii. 23 November 2021

The account summaries were noted.

### (c) To approve the following invoices for payment:

i.	D Howes	Salary for November	£ 339.00
ii.	D Howes	Salary for December (post-dated chq)	£ 339.00
iii.	E.On	Streetlight Electricity (Nov)	£ 85.63 (VAT£4.08)
iv.	D Howes	Expenses for November	£ 15.00
v.	D Howes	Expenses for HDPF bark (Travis Perkins)	£ 177.79 (VAT£29.63)
vi.	Gardenaid	Churchyard & Cems Maint (Oct)	£ 352.00
vii.	NNCT	Donation	£ 600.00
viii.	WVHMC	Village Hall hire (Oct)	£ 18.00

The eight invoices/payments were **approved** for payment.

**(d) To approve payment of invoices received since the publication of the agenda:**

i.	Wave	Allotments water bill (Nov 2020 to Nov 2021)	£300.25
ii	Gardenaid	Churchyard and Cems Maint for Nov	£352.00
iii	V Stubbs	Expenses for bulbs (Natural Bulbs)	£189.42 (VAT£31.57)
iv	L Swift	Expenses for Remembrance Day wreath	£30.00
v	The Copy Shop	Expenses for printing	£147.50
vi	WVHMC	Donation	£500.00

The Clerk has contacted Wave, prior to the meeting, to enquire about the invoice amount as this is a big increase from the previous year. This invoice was not approved until a response is received from Wave and forwarded onto all councillors.

The other five invoices were **approved** for payment.

**(e) To approve the draft budget and precept for 2022/23**

Cllr Swift, Cllr Todd, Cllr Taylor and Cllr R Gallally met up prior to the meeting to put together a draft budget, which was sent around to all councillors prior to the meeting.

Cllr Swift went over the draft budget in detail.

The Clerk to send around to all councillors a breakdown of the current financial years miscellaneous and S137 charges.

Cllr Swift stated that every Spring that we audit the village benches, notice boards, gates etc. we own and that we have a handyman to take care of these.

In regards to the Churchyard and Cemetery, we still need to agree and purchase a new shelter with seating. To get this area looking good with some new shingle down the path, planting, etc.

In regards to the HDPF, Cllr Swift states it looks very sad. All equipment needs treating, painting and getting up to spec. The bottom hand side, which keeps getting cleared and left, would be great to have something like a sensory area. Complete replacement of swings and the slide needs removing and replaced with something like an embankment with a slide and climbing wall on the side. The shed needs replacing and all signage needs to be updated. Fencing to be tidied up and to add a couple of disabled parking spaces.

From now until February we need to contact Flagship (as they have a duty to provide some play equipment within the areas, they have homes) to ask if they would like to make a contribution. We also have a good chance of getting a grant from the Council.

In regards to the allotments, the path leading between the allotments and the community field is dangerous and just pure mud, and not accessible to the allotments or the field. Cllr Swift stated to contact the Community Fund to see if they would like to donate towards making the path accessible, and possibly Flagship if they own some of this area. Cllr Stubbs proposed with Cllr Taylor seconded confirmation of the draft budget and it was **agreed** by all councillors that we will proceed with the draft budget and that the precept for 2022/23 will be £18,720. The Clerk to inform NNDC of this figure.

Cllr Swift handed out a preparation leaflet, to all councillors, in regards to the forthcoming Jubilee Celebrations. Cllr Swift went over the handout in more detail with his proposals, and these suggestions will go to both the Village Hall Committee and the Community Fund.

It was confirmed that the Clerk will send a thank you to the speaker who spoke prior to our last meeting.

## **7. Highways & Footpath matters**

### **(a) To receive updates on verge cutting**

Cllr Stubbs sent around an update to all councillors prior to the meeting.

NNDC's Sustainable Communities Fund has given us a grant of £500 and Cllr Stubbs has ordered in some bulbs and then we will need to get some help to plant them. Date suggestions of perhaps having sessions on Saturday December 18th or Sunday December 19th and a second session on Thursday December 23<sup>rd</sup>. Cllr Stubbs to promote these dates to gain interest.

Cllr Stubbs stated that she would like to purchase some children's trowels and a bulb auger. All **agreed** to go ahead with these purchases.

Cllr Stubbs to contact the schools in the area in regards to getting them involved and will purchase the notice board in due course. Then will try to order seeds etc. in March.

Cllr Swift stated that the verges outside Jericho House have not been worked on, so the Clerk will contact the householder to obtain an update.

**(b) To confirm way forward with the new street lighting maintenance contract**

The Clerk sent around three quotes to all councillors prior to the meeting.

It was **agreed** by all councillors to go ahead with Cozens as the new contractor.

**(c) To receive any updates on obtaining a replacement SAM2**

No updates from Cllr Vardy.

Cllr Harrison reported back on the streetlighting survey. It was agreed that the only lights that necessarily need to be on after midnight would be the streetlights on Sheringham Road, the corner of Station Road, Holt Road and Church Street. The Clerk to look into this further and bring this information to our next meeting. Notices nearer the time would be sent out to residents, added to the notice board etc.

## **8. Allotments**

**(a) To receive the allotments report from the allotments co-ordinator**

Cllr Swift stated that the plots are full and awaiting a quote for the raised beds work.

**(b) To receive any updates on the raised bed works**

Covered in section 8 (a)

The Clerk to write to the Community Fund to ask them about the piece of land that was taken back from the allotments, and find out why this land was taken back and if anything is going to be done with the land.

## **9. Cemetery matters**

**(a) To receive updates on any maintenance matters**

Covered in section 5 (e). Cllr Swift stated about doing a maintenance walkaround in the new year.

**(b) To receive updates on a new pagoda and water butt**

Cllr Seago to send around information to all councillors.

**(c) To receive any updates on the tree work within the churchyard**

Cllr Harrison to meet with a further contractor to obtain a further quote. The Clerk to get a further quote.

The Clerk stated there has been a proposal to have some ivy treated around a churchyard tree. A quote of £130 has been given. Cllr Stubbs stated that ivy is good for biodiversity and will liaise with our current contractor.

## **10. Village Hall**

**To receive the Weybourne Village Hall Management Committee report**

No report was received.

## **11. Harry Dawson Playing Field**

**(a) To receive report regarding the playing field weekly inspections and consider any recommendations**

The Clerk received the report from Cllr Seago prior to the meeting, which was sent around to all councillors.

Cllr Harrison to remove the slide with help if needed and Cllr Stubbs stated that signs will need to be added to state what we are doing etc.

In regards to the other slide (Children's ship) it was **agreed** to go ahead and purchase a replacement. The Clerk to order this replacement.

**(b) To appoint a councillor/s to carry out the weekly playing field inspection between 1st December 2021 and 2nd February 2022**

It was **confirmed** that Cllr Swift will carry out the weekly inspections in December and Cllr Taylor will carry out the weekly inspections in January.

The Clerk to send around a rota from February onwards.

**(c) To receive any updates in regards to funding possibilities and future developments at the HDPF**

Covered in section 5 (e)

**(d) To receive quotes for the playground grade bark**

The Clerk sent around quotes to all councillors prior to the meeting. Going forward it was stated we would look into using matting.

**(e) To discuss purchasing a dog litter bin for the park**

Cllr Swift stated about having a dog bin on the corner of Beck Close. The Clerk to contact Highways in regards to getting permission.

It was agreed to purchase a replacement litter bin for the park. The Clerk to check with the Council before purchasing the bin, to see if there are any issues.

**12. Weybourne Community Fund**

**To receive the Weybourne Community Fund report**

No updates

**13. The Beach**

**To receive any updates on the signage for beach safety**

No updates

**14. Governance:**

**(a) To receive any updates regarding the NNDC Tree Planting project**

Cllr Stubbs stated this is happening on the 14<sup>th</sup> December. This is on our flyer and to get this out to people as soon as possible.

**(b) To receive any updates on the village emergency plan**

All completed and all in place.

**(c) To receive any updates on the village newsletter**

These are all printed and ready to be distributed. Councillors to help distribute.

**(d) To discuss purchasing another notice board**

Cllr R Gallally stated another one is needed for notices, wellbeing info, events etc.

The Clerk to contact the Community Fund to see if they wish to sell their notice board to us.

**(e) To receive any updates on the Weybourne working party**

No updates

**(f) To receive any updates on the Platinum Jubilee Celebrations Party**

Cllr Swift spoke about this earlier in the meeting, and proposed regarding residents having a Jubilee themed planter. Need ideas from the public to move forward with this.

**15. Correspondence to consider and respond to the following:**

**Items received since the publication of the agenda**

Cllr Swift went over the village survey in more detail. This was sent around to all councillors prior to the meeting and will be added to the website and social media.

Cllr Swift thanked both Cllr P Gallally and Cllr R Gallally for all their help with this.

**16. To confirm the date of the next Parish Council Meeting**

The next parish council meeting was confirmed as Wednesday 2nd February 2022.

There being no further business, the Chair closed the meeting at 9.37pm

\*Cllr Woodhouse texted the Clerk five minutes before the meeting started to give his apologies. This was not read by the Clerk until after the meeting\*