

# Weybourne Parish Council

**DRAFT MINUTES of the Parish Council Meeting held on  
Wednesday 2<sup>nd</sup> February 2022, 7.30pm in the Village Hall.  
(A large print copy of these minutes can be obtained from the Clerk)**

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

**Also present:** Cllr Victoria Holliday, Cllr Eric Vardy, Mark Ashwell (NNDC) and four members 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 R Gallally. 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 1<sup>st</sup> December 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.**

A member of the public asked both the County and District Councillors if there are any updates on the hedge rows on Station Road and the empty dwellings throughout the village. Cllr Vardy stated that Norfolk CC Highways are aware of the hedge rows issue but unaware of when this will be dealt with. Cllr Swift to chase up Highways. Cllr Holliday stated that a section 215 has been placed on the empty property in Beck Close. This has been placed because of its condition but it's a second home and furnished, and that's all that can be done at the moment. Seastone Cottages is being lived in by the owner's son, with minimal furniture but the council tax is being paid and doesn't warrant any action under section 215. The property on All Saints Close is empty but the condition of the land etc. doesn't warrant a section 215 but Cllr Holliday will chase up on the council tax status. Cllr Swift stated that the property at Seastone Cottages is not being lived in, so Cllr Holliday will look into this further.

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

Cllr Vardys report was circulated to all councillors prior to the meeting.

The report included the local economies and the various grants that you can receive from both the district and county councils. Also in regards to apprenticeships and assisting people getting into employment.

The main item is the provision of a new SAM2 for the village to monitor vehicle speed with evidence for possible enforcement. The process is a slow one to obtain the new SAM2 but it will be sent to us soon.

Cllr Hollidays report was circulated to all councillors prior to the meeting.

In addition to the report Cllr Holliday has spoken to the new Engagement Manager for Equinor, which was very positive. They talked over having a skills gap analysis for opportunities for young people, with much stronger career liaison at schools. Outreach from the University Technical College Norwich with subsidising transport costs for students. This is what they agreed together but they are starting with a consultation day in Sheringham and they are going to engage with students within two schools in the area to show the opportunities in the wind farm sector and go from there. Cllr Holliday is waiting on ambulance response times and will report back on this information. Any complaints regarding this Cllr Holliday will be happy to pass these on from us.

In regards to the toilet, Cllr Holliday stated that NNDC does recognise that we need more provision. There is a public convenience strategy going ahead and a matrix has been completed to show the needs throughout the county.

Cllr Swift stated that we are going to apply for grants in regards to HDPF and the allotments. Cllr Holliday to write a letter of support to be placed with the applications.

The Police cluster newsletter had been received.

At this point the County Councillor left the meeting.

#### **4. Planning**

##### **(a) Planning decisions**

Cllr Swift stated that we go around in circles with new planning applications, which get approved etc. and then it goes back to Council, and it feels like they do not take our responses on board, resulting in the whole process feeling pointless. Cllr Swift has spoken to Cllr Holliday on various occasions on this subject.

Cllr Swift spoke about the lack of amenities throughout the village and that we have over 40% second and holiday homes in the village. A village survey has been completed in the village but Cllr Swift stated that NNDC are happy for the second and holiday homes to do what they wish to spoil our village, with not enough parish councils standing up to this.

Cllr Holliday stated that we should either write a letter of complaint to planning or invite the planning managers to a future meeting, which will probably be more effective. This is happening at Cleys next parish council meeting.

Cllr Holliday stated that a neighbourhood plan would be effective for us to produce which can give us more protection for planning etc. throughout the village.

Cllr Holliday stated that as our District Councillor she will represent our case to the planner as much as possible.

Cllr Stubbs stated that there is a NALC webinar on Planning for Parish Councillors which is in February and April. The Clerk to look into this further and get back to both Cllr Harrison and Cllr P Gallally with further information.

##### **(b) The Planning Policy Manager (NNDC) to talk about the new Local Plan**

Cllr Swift welcomed Mr. Ashwell to the meeting.

Mr. Ashwell explained the stage that the Local Plan had reached and that the Council was seeking further comments prior to the Plan being submitted for independent examination. He explained some of the new policies, the classification of Weybourne as a Small Growth Village and what these meant in terms of future housing developments in particular. New policy approaches included:

1. There are lots of new policies which come under the umbrella of addressing or avoiding the impacts of climate change. These include locating development in areas which minimise the need to travel (Policy SS1), new dwelling construction standards to improve energy efficiency (Policy CC3), Provision of electric vehicle charging points in all dwellings (CC8), higher water efficiency standards (CC4), avoiding developments in flood risk and coastal erosion risk areas. The big push here is on future building construction standards with new dwellings needing to be 31% better. The 31% is measured via Building Regs and is a combination of energy efficiency and energy generation measures - the same measures which produce energy performance ratings.
2. A new policy called 'Community Led development' which allows parish and town councils to promote a wide range of development types even in those circumstances where the proposal might otherwise be contrary to policy. This is deliberately intended to give local communities the option of doing more themselves if there is wide spread community support for what is proposed. (Policy SS3). Development of this type could go in a Neighbourhood Plan, could be delivered with a Housing Association or via a Community Land Trust, or simply could be the subject of a planning application made by a Parish Council.
3. The Countryside Policy Area, which is effectively everywhere which lies outside of the development boundary of a Selected Settlement is still heavily protected with only those types of proposal in SS2 allowed.
4. 10% net biodiversity gain required on all dev proposals. This is very likely to appear as law in the Environment Bill when it is finally published but we have it in the Plan anyway in case this measure does not appear in national legislation. (CC10).
5. Mandatory dwelling space standards. This only really impacts on very small estate dwellings which in the future will need to be a bit bigger (HOU9) and new Accessibility standards (wheelchair access) on greater proportion of dwellings (HOU8). This is to respond to the aging population and increases in mobility issues.
6. Specific requirement to deliver elderly persons accommodation on larger development sites. This works in the same way as affordable homes where developers must provide a set proportion of specialist elderly and build in phases as development proceeds. (HOU2). This includes care homes, nursing homes, assisted living and other types of specialist care.

7. Allowance for some named villages to grow by up to 6% instead of allocating specific sites for development. 6% excludes affordable homes which continue to be acceptable in all villages under the rural exceptions policy. (SS1)

8. Dwellings in the Countryside could be converted to more than one dwelling (SS2).

Members of the Parish Council expressed their concerns about the classification of Weybourne as a suitable location for limited housing growth, the lack of supporting infrastructure, the absence of second home occupancy conditions, and the failure of the Plan to benefit the village or address issues most important in the village. The Parish Council would be making representations on the Plan and writing separately to the Leader of North Norfolk District Council to express its concerns.

**(c) To consider the following planning applications**

- i. PF/21/3043 - Rosedale Farmhouse, Holt Road, Weybourne, Holt, Norfolk, NR25 7ST  
One and half storey detached ancillary domestic outbuilding with garaging, office, games room and storage

Cllr P Gallally and Cllr Harrison both visited the site.

It was **agreed** that the Council **supports** this application on the basis that it stays as an ancillary to the main building and complies to the Dark Skies agreement.

**(d) To consider planning applications received since the publication of the agenda**

None

**(e) To receive any updates on affordable housing**

No updates.

At this point the District Councillor left the meeting.

## 5. Windfarm Developments

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

Cllr Stubbs sent around an update to all councillors prior to the meeting, and will forward her update to Cllr Holliday. Equinor are trying really hard to reduce the EMF impacts on Orchard House, so they are trying to address this. The cable corridor has been narrowed and we know where they are going to place this, which looks reasonable. They are still being uncooperative about the OTN.

Cllr Swift had to leave the meeting in regards to an emergency and Cllr Todd took over the Chair duties.

Cllr Stubbs continued in regards to discussions about using East Anglia as a pilot region for early coordination, as there are six new offshore wind farms planning to connect to the onshore electricity network in the mid-2020s. Cllr Stubbs attended a OTNR webinar and from this it was stated that they were disappointed that East Anglia have not opted into this., so they are going to work on this with incentives etc. So, it's now a good time to write to our MP, etc. again to put some pressure into this direction. The Clerk to chase up regarding having the MP attend a future meeting. Everyone thanked Cllr Stubbs for her continued work.

## 6. Finance

**(a) To note the bank reconciliation to –**

- i. 23 December 2021
- ii. 23 January 2022

The bank reconciliations were noted.

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

- i. 23 December 2021
- ii. 23 January 2022

The account summaries were noted.

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

- |     |         |                               |                    |
|-----|---------|-------------------------------|--------------------|
| i.  | D Howes | Salary for January            | £ 339.00           |
| ii. | E.On    | Streetlight Electricity (Nov) | £ 82.87 (VAT£3.95) |

iii.	D Howes	Expenses for December & January	£ 61.20
iv.	D Howes	Expenses for HDPF slide (Big Game Hunters)	£ 119.94
v.	D Howes	Expenses for HDPF Litter Bin (Glasdon)	£ 187.08 (VAT £31.18)
vi.	D Howes	Expenses for Laptop security (Kaspersky)	£ 39.99 (VAT£6.67)
vii.	D Howes	Expenses for Dog Waste Bin (Wybone)	£ 94.31 (VAT£15.72)
viii.	Play Inspection Co.	Operational Inspection	£ 83.94 (VAT£13.99)
ix.	Gardenaid	Churchyard & Cems Maint (Dec)	£ 352.00
x.	WVHMC	Village Hall hire (Nov & Dec)	£ 36.00
xi.	Shrublands Gdn Serv	Allotment raised beds work	£ 1720.00
xii.	npower	Streetlight Electricity (Dec)	£ 135.07 (VAT£6.43)

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

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

None

**7. Highways & Footpath matters**

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

Cllr Stubbs stated that the bulbs have been planted and thanked everyone for their help. The Clerk to send thank you correspondence to all that helped, including all who helped with the tree planting.

A sign has gone up stating please do not park here as we have planted bulbs.

Cllr Stubbs to contact our contractor in regards to what to cut etc. going forward and to organise the seeds.

Still waiting for a response from Jericho House but this is in hand.

Cllr Swift came back into the meeting and took back Chair duties from Cllr Todd.

The Clerk to contact the village hall to find out who cuts their verge.

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

Covered earlier in the meeting.

It's been confirmed the fee will come from Cllr Vardys budget and we have received a quote from Westcotec which Cllr Vardy is happy with. Now waiting on a response from our VAS maintenance regarding if they are happy to install the new device, and to have the new device sent to their address.

**(c) To receive any updates regarding further speeding signs**

Covered earlier in the meeting and waiting for a response from Cllr Vardy.

**(d) (Not on agenda)**

**(e) To receive any updates regarding streetlighting**

The Clerk stated that Cozens can install a timer that switches off at midnight until 5.30am every night.

To supply and install timers would be £80 plus vat each.

As there are potentially 30 streetlights to have a timer installed the Clerk will go back to Cozens to see if we can get a discount. Also, there may be potential grants that can be looked into.

**8. Allotments**

**To receive the allotments report from the allotments co-ordinator**

Cllr Swift stated the replacement sleepers on the raised beds have been completed. In Spring the wood will need to be treated and volunteers will be brought in to complete this.

Cllr Swift obtained a quote for a path to be placed leading to the community field. This with the hexagon matting with pea shingle inside has been quoted at just over £7K. Now we know the cost we can look into NNDC grants. Also spoke to Karen at the Community Fund to update them and if they wish to contribute it would be appreciated.

**9. Cemetery matters**

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

The Clerk stated that our contractor will deal with the sunken graves work in January predicting no ongoing costs for this work. The Clerk to chase up the contractor for an update.

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

To be looked into further and ordered over the next few weeks ready for the Spring.

Cllr Stubbs asked a question in regards to Planning, which was how are we going to respond to the Local Plan, which has to be completed by the end of February.

Cllr Stubbs, Cllr Swift, Cllr Harrison and Cllr P Gallally to be involved with our Local Plan response at a meeting at the pub next week. Cllr Swift asked all councillors for any input to our response and when the response has been drafted it will be sent to all councillors before being sent.

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

Cllr Swift stated that we need some pea shingle for the path, and the Clerk to find out how much is needed from the contractor and then Cllr Harrison to be informed.

Cllr Stubbs has looked at the ivy, and it looks like it can be reduced so Cllr Stubbs and Nick will go out with a hand saw to sort this out, with no charge.

Cllr Harrison to liaise with Tony in regards to completing the work to raise the canopy, with no charge.

**10. Village Hall**

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

Report was received and we were thanked for a donation sent.

**11. Harry Dawson Playing Field**

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

Cllr Swift has taken off the metal slide, the plastic slide is placed and the old bin has been removed and the new bin to be placed. Cllr Swift stated we need to decide if we need to take down the complete slide frame and to look into its replacement, when we move forward with the playing field work.

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

The Clerk sent around a rota for the year.

It was **confirmed** that Cllr Harrison will carry out the weekly inspections in December.

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

Cllr Swift stated that this is all in hand and will be deferred to the next meeting.

**12. Weybourne Community Fund**

**To receive the Weybourne Community Fund report**

Cllr Woodhouse asked if the paying field can be used for the Easter Egg Hunt, which was agreed.

**13. The Beach**

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

No updates.

The toilet issues from the public have been passed onto NNDC. It was suggested to add a no need to flush sign.

**14. Governance:**

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

It was stated that twelve hundred trees have been planted, and it all looks good.

**(b) To discuss engaging with 'Reclaim the Rain'**

It was **agreed** that the council will not engage and the Clerk to respond accordingly.

**(c) To consider a donation to the Norfolk Citizens Advice**

It was agreed to defer this to next month and the Clerk to find out our last donation amount.

**(d) To consider applying for the Coastal Fountain Fund**

It was **agreed** to pursue with this fund and will discuss further in our next meeting.

**(e) To receive any updates on another noticeboard**

The Clerk stated we had a response from the Community Fund stating that they will be using their notice board going forward but they would be happy displaying anything from us space permitting.

Cllr Stubbs enquired about the font and text size of the minutes etc on the notice board. It was agreed that on the minutes/agendas we would include if a large text copy was needed then contact the Clerk.

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

It was **agreed** to defer this to the next meeting.

Cllr Harrison, Cllr P Gallally and Cllr Swift to attend a Norfolk ALC course on an Introduction to Neighbourhood Planning on the 22<sup>nd</sup> February. The Clerk to find out the fee and will get back to the councillors for confirmation nearer the time.

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

Cllr Swift stated we have a choice of a street party, and asked the Community Fund if they would like to be involved and hold it on their field or to have it on the playing field. Cllr Swift will bring together our thoughts, and the village hall have asked what they can do.

The Clerk to contact Kelling PC in regards to the possibility of a celebration over both villages, and to find out what plans they already have in place.

**(h) To consider applying for the Arts Council Jubilee Fund**

It was **agreed** not to apply for this funding.

**(i) To consider applying for Armed Forces Day funding**

It was **agreed** not to apply for this funding

**(j) To discuss who will attend the next SNAP meeting**

It was **agreed** that Cllr P Gallally will attend the next meeting on the 3<sup>rd</sup> March.

**(k) To propose a date for the Clerks appraisal**

It was **agreed** that Cllr Woodhouse, Cllr R Gallally and Cllr Todd will complete the appraisal. Cllr Swift to email relevant forms to councillors and the Clerk, and a date will be set up.

**(l) To discuss the village spring clean**

Cllr Swift stated this would be for March, and would be a list of jobs to put together into action, including litter picking etc. Notices to be placed to invite residents to help with the Spring clean.

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

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

It was **agreed** to purchase another dog waste bin down by the beach. The Clerk to order.

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

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

There being no further business, the Chair closed the meeting at 9.53pm