

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 12th October 2022, 7pm in the Village Hall.
(A large print copy of these minutes can be obtained from the Clerk)

Present: Lyndon Swift (Chair), Penny Taylor, Val Stubbs, Steven Todd and Dan Futter (Clerk & RFO)

Also present: Three 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 L Swift read this statement out. No issues.

- (b) To receive and consider apologies**

Apologies from Cllr P Gallally, Cllr R Gallally, Cllr Harrison, Cllr Woodhouse and Cllr Seago. Apologies accepted by all present.

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

None.

2. Minutes

- To approve the draft minutes of the meeting held on 7th September 2022**

All agreed to approve minutes.

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.**

County and District Councillor reports sent around to all councillors prior to the meeting.

Cllr Swift stated that a former Chair, Marjorie Martin, passed away recently and the Parish Council would like to send their condolences to family and friends. Also, this is the first meeting since HM The Queen passed, and would like addressed that the book of condolences which was placed in the church has been passed onto Buckingham Palace.

4. Planning

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

- i. PF/22/2291 - Weybourne Atmospheric Observatory, Weybourne Road, Kelling, Holt, Norfolk, NR25 7EG

The Council **approves** the planning application but to keep with the Dark Skies Agreement.

- (b) To receive any updates on affordable housing**

No further updates.

5. Windfarm Developments

- (a) To receive any updates regarding the offshore wind developments**

Cllr Stubbs sent a report around to all prior to the meeting. Sheringham Shoal and Dudgeon extension projects have both gone into planning. If the PC want their views to be taken into account, then a representation needs to be made by the 14th November 2022. Cllr Stubbs to put together a representation and bring this to the next meeting. The Clerk to add this information to the website and social media so individuals can make their representations. In regards to Hornsea 3, the vegetation removal along the cable route will be carried out shortly, from north to south, and head from Muckleburgh to Kelling, so no real impact on the village.

- (b) To make a response to the Hornsea 3 Community Fund survey**

Cllr Stubbs went over the survey in the meeting and was completed in agreement with all present councillors. Cllr Stubbs handed to the completed survey to the Clerk to enter the details online.

6. Finance

(a) To note the bank reconciliation to –

- i. 22 September 2022

The bank reconciliation was noted.

(b) To note the account summary to -

- i. 22 September 2022

The account summary was noted.

(c) To approve the following invoices for payment:

I.	D Futter	Salary for September	£ 345.00
II.	D Futter	Expenses for September	£ 63.25
III.	Cozens	Streetlighting maintenance	£ 30.00 (VAT£5.00)
IV.	Npower	Streetlighting electricity (Aug 2022)	£ 90.43 (VAT£4.31)

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

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

I.	Npower	Streetlighting electricity (Sept 2022)	£ 95.00 (VAT£4.52)
II.	Gardenaid	Churchyard & Cems Maint (Sept 22)	£ 352.00
III.	PKF Littlejohn	External audit	£ 240.00 (VAT£40)
IV.	Secret Gardens	Grass verge cutting – Sept	£ 160.00
V.	WVHMC	Hall hire (Sept)	£ 20.00

The Clerk stated that the two cheques made out to Wave last month were not received by Wave, possibly lost in the post, so these cheques have been cancelled and another cheque for the outstanding amount of £244.13 was raised. The six invoices/payments were **approved** for payment.

7. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr Stubbs stated that the verges cut in August are being cut again regularly and they have greened up incredibly well. An issue with parking down by the bench, nearby the allotments. Cllr Stubbs to reinstate no parking sign there again.

It was **agreed** that the new notice board to be placed to the left of this bench with Cllr Harrison to put the board in place.

(b) To receive updates regarding streetlighting grants

Cllr Todd stated that the application has been sent in and is expected to be approved in November.

(c) To receive updates on planting a new tree in the village

Cllr Swift stated that this has been discussed recently and object to the issues from Highways regarding placing tree at Pine Walk. The Clerk to respond accordingly to Highways. Still move forward with two new trees in the churchyard, with one for the Jubilee and possibly another for the upcoming Coronation.

(d) To receive updates on the footpath to beach sign

The Clerk stated we have had one quote returned. All **agreed** to move forward with purchasing the sign, with Cllr Taylor proposing and Cllr Todd seconded.

8. Allotments

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

The Allotment Co-Ordinators report was read out by the Clerk, stating that there have been changes to tenants but all plots are full. The Allotments Co-Ordinator will respond in regards to the tenancy fee rises ready for November's meeting. No issues were raised.

(b) To discuss the allotments co-ordinators response to the tenancy fee rises for the 2023/24 season

To be deferred to the next meeting.

Cllr Swift asked The Clerk to contact Cllr Harrison for an update on the allotments path work. To be added to next agenda.

9. Cemetery matters

(a) To discuss any updates on bench maintenance

The Clerk to chase up the work from the relevant councillors.

(b) To discuss any tender responses to the new maintenance contract

The Clerk read out the one tender response. It was **agreed** to award the new contract to Norfolk Garden Maintenance, with Cllr Todd proposing and Cllr Taylor seconded.

10. Village Hall

(a) To receive the Weybourne Village Hall Management Committee report

A representative from the committee stated that the new website has been well received with a lot of diverse users. Films nights are popular and the finances are sound. Looking into the possibility of adding a smaller room to the building which would be beneficial for smaller groups etc. At present looking at advice from architects.

(b) Memorial garden

Cllr Swift stated that this area has been cleared back as much as possible, with the same contractor coming back to clear more of this area. Cllr Stubbs stated that there is possible grant to apply in regards to planting up this area. Cllr Swift stated we want to increase biodiversity in this area but also make the area look attractive. To use the boat as a floral area with more plants behind this to attract bees etc. Cllr Stubbs the grant will be from the Coastal Resilience Fund and after speaking to the coordinator we do stand a chance of receiving the funds. Cllr Swift stated it would be good to get this completed by the Spring.

11. Harry Dawson Playing Field

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

Cllr Taylor stated that the two seats on the older swings were both splitting.

Cllr Swift stated that if the park is still in a bad state, then it will be closed from the 1st November onwards until the work is all finished. All **agreed**.

Cllr Swift stated that he will call a meeting to be held on the 1st November to discuss the future of the playing field. The Clerk to email all councillors to make them aware to attend. All **agreed**.

(b) To confirm Cllr Woodhouse to carry out the weekly playing field inspection from 12th October 2022 to 2nd November 2022

With the councillor not in attendance then it was agreed that Cllr Taylor will carry on with the inspections until November's meeting.

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

Cllr Swift stated any potential funds will be discussed on the 1st November's meeting.

(d) To receive updates on the removal of the slide and the possibility of scrap value

Deferred to 1st November's meeting.

(e) To receive updates on the removal of the multiplay area

Deferred to 1st November's meeting.

(f) To discuss any tender responses to the new maintenance contract starting 1st November 2022

The Clerk received two tender responses which were read out. It was **agreed** to wait until after the 1st November meeting as the work schedule for the contract could well change. The Clerk to make both contractors aware.

12. Weybourne Community Fund

To receive the Weybourne Community Fund report

No report.

13. The Beach

(a) To receive any updates on the signage for beach safety

The Clerk to chase up correspondence from NNDC.

(b) To discuss campervan overnight parking

The Clerk to chase up correspondence from the District Councillor.

(c) To receive any updates on any other beach matters

No updates.

14. Governance

(a) To receive any updates on the Weybourne working party.

No updates. To be taken off further agendas.

(b) To discuss any updates on the Household Support Fund.

The Clerk stated post September's meeting that the fund had already closed.

(c) To discuss way forward with enrolling new flood wardens.

The Clerk stated that NNDC have not found any replacements but previous flood warden is happy to still pass on his knowledge and experience when needed. NNDC's plan is to have an initial chat with those interested to explain what's involved and then once everyone is happy then meet up with the previous flood warden in person. The Clerk now has some information from NNDC to put together an advert. Cllr Stubbs stated 'Link Up' would be a good advertisement slot.

(d) To discuss the action plan for next year.

It was **agreed** to defer to the next meeting when more councillors are in attendance.

(e) To discuss relationship and lack of dialogue with NNDC.

Cllr Swift stated that NNDC needs to improve correspondence with T&PCs, with a lot of chasing up, lack of information and bad on response times if any.

Cllr Swift to put together a list of all correspondence recently with NNDC, and then bring this to the next meeting to agree to send to NNDC.

15. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

The Clerk stated that there has been correspondence from the church requesting to top up the pea shingle on the church paths, with the covering on the approaches to the church porch particularly thing. The Clerk to chase up Cllr Harrison on moving forward with this.

16. AOB

The Clerk to report fly tipping on Beck Close and fly tipping on the park to Highways.

It was agreed there is no point adding further signage outside the cemetery, as this will be unnoticed.

Cllr Stubbs spoke about the Churchyard Conservation Scheme, with half of Norfolk part of this then it would be good to add us as well. To be added to the next agenda.

Cllr Stubbs stating with a potential five councillors standing down at the next elections, then advertisements regarding becoming a parish councillors should start being placed. The Clerk to make Norfolk ALC aware of this potential issue.

Cllr Stubbs to send the Clerk information from Norfolk ALC regarding using the correct email addresses.

The Clerk to report two signs not visible, the 20mph sign by Muckleburgh and the pedestrian sign on the east side of the village.

The Parish Council would like to congratulate the Clerk and his partner Andy for their recent wedding and celebrations.

17. To confirm the date of the next Parish Council Meeting being 2nd November 2022

The next Parish Council Meeting was confirmed as Wednesday 2nd November 2022.

There being no further business, the Chair closed the meeting at 8.50pm