

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 1st March 2023, 7pm in the Village Hall.
(A large print copy of these minutes can be obtained from the Clerk)

Present: Lyndon Swift (Chair), Penny Taylor, Peter Gallally, Charlie Harrison, Johnny Seago, Robin Woodhouse, and Dan Futter (Clerk & RFO)

Also present: Two 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 Todd, Cllr R Gallally and Cllr Stubbs. 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 1st February 2023**

Cllr Swift stated that item 9 (g) needs to be changed from NNDC to Norfolk CC. Clerk to amend this.

Following the amendment, it was agreed by all to approve the 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.**

Apologies from both the County and District Councillors who could not make the meeting. Both their reports were sent around to all councillors prior to the meeting.

Cllr Swift read out the following information from Cllr Holliday –

No.36 Beck Close – Officers have visited the property again and a further Section 215 Notice will be issued requiring removal of the ivy along the rear of the property and to remove the damaged tarpaulin which blows in the wind causing noise nuisance to neighbours.

Overgrown land at Station Road – this site has been visited again by officers who have again stated at Assistant Director and Director level that the condition of the land does not currently warrant any action under Section 214 of the Town and Country Planning Act, although if it deteriorates further then this could be reconsidered. The site has also been assessed for the harbourage of rats and mice but there is not significant evidence of infestation on the land so the case is not likely to be strong. The issue of the red diesel tank has been referred to Norfolk County Council's Trading Standards Department but no follow up comment has been received yet.

Beach Lane Car Park – new signage for the car park and water safety notices are currently being designed and are to be manufactured and installed hopefully before the end of the month. Signage prohibiting overnight parking / sleeping in motorhomes and campervans is also being commissioned for display from Easter.

Possibility of Stopping Up of Beach Lane to allow better management of the car park – dates for a meeting with the County Council to discuss are being canvassed.

The current temporary toilets on the car park are to be retained on grounds of amenity, and cost of any permanent facilities – consideration can be given to whether the facilities can be screened.

4. Planning

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

None.

- (b) To receive updates on a neighbourhood plan**

It was **agreed** to defer this to after Mays elections. Cllr Swift stated that a lot of knowledge and work will be needed to draft a plan. The Clerk to investigate further on how to proceed.

(c) To receive updates on affordable housing

No further updates.

5. Harry Dawson Playing Field

To receive updates on the playing field developments

Cllr Swift stated that before this meeting, a short meeting to look over the proposed plans, and to make any decisions to put to Council were addressed.

The proposed plans would cost a quoted £110K, and we have £60K to spend in the form of grants, donations and ringfenced funds.

It was stated to start with that various run-down sections will need fixing, maintaining. Then to add in play equipment which we can afford.

The Clerk to contact our local contractor to arrange a visit to the play area, with a councillor, to go over initial work.

6. Windfarm Developments

To receive updates regarding the offshore wind developments

Cllr Stubbs report was sent around to all prior to the meeting.

Cllr Swift said that a Hornsea representative did show interest in attending a future parish meeting. The Clerk to investigate further.

7. Finance

(a) To note the bank reconciliation to –

- i. 23 February 2023

The Clerk stated that this could not be completed as the bank statement had not been received in time. Will be deferred to the next meeting.

(b) To note the account summary to -

- i. 23 February 2023

The Clerk stated that this could not be completed as the bank statement had not been received in time. Will be deferred to the next meeting.

(c) To approve the following invoices for payment:

I.	D Futter	Salary for February	£ 375.00
II.	D Futter	Expenses for February	£ 23.84
III.	Npower	Street lighting electricity (Jan)	£ 83.18 (VAT £3.96)

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

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

I.	Wave	Allotments water bills (from 18 Nov 22 to 17 Feb 23)	£ 191.53
II.	Cozens	Installation of streetlight timers	£ 3,283.20 (VAT £547.20)
III.	WVHMC	Hall hire (Feb)	£ 20.00
IV.	K Wortley	Expenses for Jubilee Garden	£ 329.39
V.	Edgefield Nurseries	Expenses for Jubilee Garden	£ 371.25

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

Cllr Swift asked the Clerk if the water and electricity have increased in price. The Clerk to investigate.

(e) To agree to appoint an internal auditor

It was **agreed** to appoint Sonya Blythe as our internal auditor.

8. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr Swift stated that cutting will start soon and bulbs are coming up in verges. The resident at Jericho House will start soon on their verge which is their responsibility to maintain at their expense.

(b) To receive updates regarding the streetlighting work

The timers have all been installed. No issues from residents.

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

Cllr Swift stated that the new tree will be planted by Duncan Baker, local MP this month. Cllr Swift to liaise with Cllr Stubbs.

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

Cllr Swift and Cllr P Gallally to fit the sign.

(e) To look over the current VAS report

The report was sent around to all councillors prior to the meeting. Cllr Swift went over the report in more detail in the meeting. Cllr Swift suggested about adding 30mph signage to the bollards nearby the churchyard.

Cllr Swift and Cllr Harrison asked the Clerk to contact Highways regarding the artificial pavement area outside The Maltings.

Cllr Swift asked the Clerk to report the potholes on the junction outside the church.

(f) To appoint a contractor for the VAS work for the new contract starting 1st April 2023

The Clerk stated no contact from the potential contractor. The Clerk to chase up and to make the contractor aware not to proceed with work post contract until the new contract has been confirmed in council.

(g) To discuss moving forward with the ROW application for the pathway between Home Farm Rise and the A149

Information regarding this was sent around to all prior to the meeting. The ROW application can take up to 2-3 years to process, or we can contact the people building the property; which should be our first contact.

Cllr Harrison stated there is a large step in this area, so the Clerk to contact Planning Enforcement to investigate further.

(h) To receive updates on a grit/sand bin to be placed close to the Village Hall on Home Farm Rise

The Clerk to investigate pricing for the new grit bin.

9. Allotments

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

No report received but all tenants have now paid.

(b) To receive updates on the non-maintained allotments path

No further updates. Cllr Harrison to complete. Cllr Woodhouse stated that the shingle is too deep to push anything along. Cllr Harrison and Cllr Swift to investigate further.

10. Cemetery matters

(a) To discuss updates on bench maintenance

Cllr Taylor confirmed the list is correct. The Clerk awaiting a quote.

(b) To receives updates on the church path pea shingle work

Cllr Harrison to complete.

(c) To discuss applying to the Churchyard Conservation Scheme

Cllr Swift stated that the churchyard was surveyed back in 2017, and will be surveyed again at the end of this month, with the children from the church being involved.

Cllr Harrison stated that the diocese wants a survey completed on the turkey oak. Cllr Swift to speak to the vicar further as the tree needs to be removed, with a new one to be erected.

11. Village Hall

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

Report sent around to all prior to the meeting.

(b) To receive updates on the Memorial Garden

Karen, Elizabeth, and Cllr Stubbs doing brilliant work. Water butts and swift boxes have been purchased. Area is looking good.

12. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated another car boot sale to start soon.

13. The Beach

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

This was covered earlier with Cllr Holliday's information.

(b) To receive updates on any other beach matters

No updates.

14. Governance

(a) To discuss promotion of the upcoming election and photo ID for parishioners

Relevant posters have been promoted on our website, social media and notice board.

Information from NNDC - On Monday 16th January, the Government have launched a service where any elector who does not have one of the accepted forms of photographic identification, can apply for a Voter Authority Certificate which they can take to their polling station in order to confirm their identity and obtain their ballot paper.

Informing residents of new legislation by sending a Household Notification Letter to all properties which will confirm who within the property is registered to vote and provide information on Voter ID requirements.'

(b) To discuss promotion of new councillors' advertisements

Promoted on our website and social media. The Clerk stated that the relevant nomination forms will be sent around to all this week, which need to be handed into NNDC by the 4th April.

(c) To discuss membership of CPRE

It was **agreed** to defer this to Mays meeting post-election.

(d) To discuss any plans regarding the upcoming Coronation

WVHMC stated they are planning to hold a full day's programme from 10.30 to 3.30 with tree planting, big screen TV, lunch, royal quiz, raffle, and a cream champagne tea. The cost of this is £10 per ticket.

Cllr Taylor stated about having mugs again like the Jubilee celebrations. Cllr Swift to investigate having the lights on at the church again. Flags and banners to be placed again. Monday is volunteer day so Cllr Swift stated any ideas to bring them to the next meeting.

(e) To review the current asset list

It was **agreed** to add 38 streetlights instead of 37 (as stated by the contractor), to remove the slow down signs and the bowling green from the list. In regards to grit bins remove the contents as this is the responsibility of Norfolk CC. Now reviewed, the Clerk to approach our insurer of these amendments.

(f) To confirm dates in May for the Annual Parish Meeting and Annual Council Meeting

Mays monthly meeting is booked for Wednesday 3rd May with Elections taking place on Thursday 4th May. The Annual Council Meeting needs to meet 14 days post Elections so the Clerk to investigate relevant dates to book in meeting.

15. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

None.

16. To confirm the date of the next Parish Council Meeting being Wednesday 5th April 2023

The next Parish Council Meeting was confirmed as Wednesday 5th April 2023.

There being no further business, the Chair closed the meeting at 8.31pm