Weybourne Parish Council

**DRAFT MINUTES of the Monthly Parish Meeting held on**

**Wednesday 1st February 2023, 7pm in the Village Hall.**

**(A large print copy of these minutes can be obtained from the Clerk)**

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

**Also** **present**: Steve Blatch (CEO) NNDC, Tim Adams NNDC, County Councillor, District Councillor and six 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 and Cllr Woodhouse. Apologies accepted by all present.

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

None.

1. **Minutes**

 **To approve the draft minutes of the meeting held on 7th December 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.**

A member of the public asked to speak on the Barnfield Cottages planning application, at that point in the agenda. This was accepted.

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

County Councillor’s report sent around to all councillors prior to the meeting.

Cllr Vardy stated that the County Deal consultations starts at the end of this week, and stated that any comments would be appreciated. The key points include target fund for Norfolk’s resources and priorities of £20 million per year for the next 30 years, with new powers to drive regeneration and development in housing and put into the new local skills improvement plans, and invest in local transport planning and consolidate transport budgets into direct funding.

Cllr Vardy commented about the car parking issues at Beach Road and the car park etc. There have been a few complaints with obstructions and its growing inappropriate usage. A site meeting to improve this situation will be organised with representatives from the County, District, Parish Councils and Highways to be involved.

District Councillor’s report sent around to all councillors prior to the meeting.

Cllr Holliday stated that planning decision notices will be coming out automatically by the end of February. The Coastal Adaptation Supplementary Planning Document is open for consultation till March 8th. This is a complicated document and only designed for the planning world. Youth Council has already met which is exciting. Hornsea Three Community Fund consultation events are coming up soon which is a good way of interacting with the grant funders.

The Woo Loo (disabled toilet) is locked and can be opened with the relevant radar key. The seasonal facilities will be there until March, with the biggest issue being the campervan toilet waste blocking these facilities.

No police report was received but a SNAP meeting will be held soon.

1. **Steve Blatch, Chief Executive of NNDC, to address the council.**

Cllr Swift welcome both Mr. Blatch and Mr. Adams from NNDC, who kindly agreed to join our meeting to address relevant points.

The main outcomes from Mr. Blatch’s discussion are the following –

* NNDC will look to complete the new public information signage at the car park for installation before the end of March and remove old and dated signage.
* Discussions will be had with the County Council, with an invitation for a representative of the Parish Council to attend, over the status of the northern end of Beach Road where it adjoins the public car park so hopefully can agree better management and enforcement of that area.
* Requested that the Enforcement Board review their position with respect to the property on Beck Close and officers will visit again shortly to assess and then discuss further through the Enforcement Board.
* Requested that officers review the position with respect to the overgrown land at Station Road in light of the comments made about children accessing the site and the storage / use of red diesel.

Some of the planning issues raised have to be seen in the medium term related to the progress of the Local Plan through independent examination and possibly the Parish Council exploring the development of a Neighbourhood Plan, in the meantime though there was confirmation of the understanding of the Parish Council's concerns and position in respect of dark skies and biodiversity.

Cllr Swift thanked both Mr. Blatch and Mr. Adams for their time.

At this point both representatives from NNDC plus both the County and District Councillors left the meeting.

**5. Planning**

1. **To consider the following planning applications**
	1. **PF/22/2889 – 1 Barnfield Cottages, Station Road, Weybourne, Holt, Norfolk, NR25 7HE**

**Demolition of single-storey flat roof extension to rear of dwelling; erection of single and part two storey extension to side/rear; installation of replacement and new rooflights; replacement of windows; construction of detached garden shed.**

The member of the public, who is the resident of the property, went over his background with Norfolk and the property, to give some further information to all councillors.

The councillors went over the plans within the meeting.

It was **agreed** to support the design in general but object to the sky lantern, that the west facing need to be dormer and the materials need to be brick/flint.

1. **To consider planning applications received since the publication of the agenda**

None.

1. **To receive any updates on a neighbourhood plan**

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

1. **To receive any updates on affordable housing**

No further updates.

**6. Harry Dawson Playing Field**

 **To receive updates on the playing field developments**

Cllr Swift stated grants cannot be worked on until plans have been firmed up. Quotes to be circulated to all councillors for review.

**7. Windfarm Developments**

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

Cllr Stubbs stated she will be attending a meeting soon regarding potential funds. Cllr Swift to also attend.

**8. Finance**

1. **To note the bank reconciliation to –**
2. 23 December 2022
3. 23 January 2023

The bank reconciliations were noted.

1. **To note the account summary to -**
2. 23 December 2022
3. 23 January 2023

The account summaries were noted.

Cllr Stubbs requested that the allotments path work be separated from the allotments in the accounts. The Clerk to complete this for the next accounts.

1. **To approve the following invoices for payment:**
2. D Futter Salary for January £ 375.00
3. D Futter Expenses for December & January £ 104.66

(VAT £9.32)

1. Npower Street lighting electricity (Nov) £ 73.20 (VAT £ 3.49)
2. Npower Street lighting electricity (Dec) £ 86.01 (VAT £ 4.10)
3. Cozens Street lighting maintenance £ 30.00 (VAT £ 5.00)
4. Play Inspection Co. Outdoor Annual Inspection – HDPF £ 114.00

 (VAT £ 19.00)

1. Edtronics VAS Maintenance & Relocation £ 320.00
2. NGPM Churchyard and Cems Maintenance £ 400.00
3. B Allen Tree Services Jubilee Garden work £ 400.00

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

1. **To approve payment of invoices received since the publication of the agenda**
2. NGPM Churchyard and Cems Maint (Jan) £ 400.00
3. Info Commissioner Data Protections Fee Renewal £ 40.00
4. V Stubbs Expenses for rowan tree £ 16.50 (VAT £2.75)
5. Edgefield Nurseries Jubilee Garden Project £ 472.50 (VAT £78.75)
6. Natural Surroundings Jubilee Garden Project £ 743.00 (VAT £123.83)
7. B Allen Tree Services Jubilee Garden Project £ 60.00
8. V Stubbs Expenses for water butts £ 129.98

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

1. **To discuss resident’s donation retraction enquiry**

It was **agreed** that the donation could not be retracted.

1. **To agree to appoint an internal auditor**

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

**9. Highways & Footpath matters**

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

Cllr Stubbs stated that the notice board still needs to be erected. Cllr Harrison and Cllr Swift to complete this work.

**(b) To receive updates regarding streetlighting grants**

The Clerk stated that the contractor will fit the timers on the 8th February.

1. **To** **receive updates on planting a new tree in the village**

Cllr Stubbs stated no luck purchasing big trees so purchased a 2m tall Rowan. Cllr Swift to discuss with Cllr Stubbs who will complete the work. The Clerk stated that whoever completes the work will need all the utility plans to be sent to them beforehand.

1. **To** **receive updates on the footpath to beach sign**

Cllr Swift and Cllr P Gallally to fit the sign.

1. **To revise the VAS specification for the new contract starting 1st April 2023**

The Clerk sent around the revised specification before the meeting. It was **agreed** by all to use the revised specification.

1. **To discuss moving forward with the ROW application for the pathway between Home Farm Rise and the A149**

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

1. **To discuss a resident’s request for a grit/sand bin placed close to the Village Hall on Home Farm Rise**

It was **agreed** to place a bin at this location. The Clerk to look into pricing and Norfolk County Council would fill in the bin.

**10. Allotments**

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

No report received.

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

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

**11. Cemetery matters**

 **(a) To discuss any updates on bench maintenance**

The Clerk awaiting a quote.

1. **To receives updates on the church path pea shingle work**

It was confirmed that this still needs completing.

1. **To discuss applying to the Churchyard Conservation Scheme**

Cllr Stubbs stated that the vicar is in favour. The Norfolk Wildlife Trust will come and complete a survey moving forward.

**12. Village Hall**

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

No report received.

1. **To receive any updates on the Memorial Garden**

Cllr Stubbs and Cllr Swift stated that Karen and Elizabeth have been doing a phenomenal job. A website has been created for the project free of charge – <https://weybourne.wixsite.com/jubileegarden?fbclid=IwAR2Z3ej94BwarP5sbXzt-Eoh-SKCYeoousA5u6cHttmDmkOkUcMPe4NBMQk>

Guides/information regarding plants/flowers etc. were distributed around to the councillors for their information.

Cllr Stubbs stated that there has been really positive feedback.

1. **To approve in advance the payment of invoices relating to the Jubilee Garden, to ensure compliance with the terms of the Norfolk Resilient Coast Grant**

It was **agreed** to approve the advance payments.

**13. Weybourne Community Fund**

 **To receive the Weybourne Community Fund report**

No report received.

**14. The Beach**

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

This was already covered earlier in the meeting by Mr. Blatch.

 **(b) To receive any updates on any other beach matters**

No updates.

**15. Governance**

1. **To receive updates on any NNDC responses regarding relationship and lack of dialogue**

This was already covered earlier in the meeting by Mr. Blatch.

1. **To discuss membership of CPRE**

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

1. **To discuss an interim Flood Warden**

A member of the public within the meeting shows interest. The Clerk to pass their details back to NNDC.

1. **To review the current asset list**

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

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

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

The Clerk to send over the bench location information to Cllr Taylor to check over. The Clerk then to send this onto the contractor for a quote.

The Clerk stated that Kelling PC raised concerns within their January meeting regarding the health and safety impact walkers would have walking around the proposed gates at the Muckleburgh side of the village. And also, who would take on the maintenance responsibilities of the gates.

It was stated in the meeting that councillors do not agree to the health and safety impact and that walkers have room to go around the other side of the gate. It was **agreed** that the maintenance responsibility would be taken on by us.

Cllr Stubbs asked for the promotion of elections and photo ID for parishioners to be added to the next agenda.

Cllr Harrison to send on some planning application information to the Clerk to send onto Kelling PC for their information.

Cllr Swift stated we will go over the VAS report (which highlights that a lot of motorists are speeding) in more detail in the next meeting.

**17. To confirm the date of the next Parish Council Meeting being Wednesday 1st March 2023**

The next Parish Council Meeting was confirmed as Wednesday 1st March 2023.

There being no further business, the Chair closed the meeting at 9.40pm