Weybourne Parish Council

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

**Wednesday 5th April 2023, 7pm in the Village Hall.**

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

**Present:** Penny Taylor (Acting Chair for this meeting), Charlie Harrison, Robin Woodhouse, Val Stubbs, and Dan Futter (Clerk & RFO)

**Also** **present**: Three members of the public and the County and District Councillors

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 Taylor read this statement out. No issues.

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

Apologies from Cllr P Gallally and Cllr R Gallally. Apologies accepted by all present.

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

None.

Public Participation was moved to this part 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 resident asked about the path going up to the Community Field, that black matting with stones was decided to be placed here. Cllr Harrison stated that this work will be completed next week.

Cllr Stubbs entered the meeting at this point.

1. **Minutes**

 **To approve the draft minutes of the meeting held on 1st March 2023**

It was agreed by all to approve the minutes.

**3. Public Participation**

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

The County Councillor stated that the report had been circulated prior to the meeting.

Regarding planting trees, hedgerows, or orchards up to Autumn time, then any ideas contact the County Councillor as this can come out of their budget. The bus service for North Norfolk and Norwich is now a better service; more frequent and faster. Present project is to provide half a million trees to a country park for recreation, bio-diversity etc. This is a big project but very keen to start. Consultation regarding the speed limit from Hunstanton to Sheringham is in the process, and an email was sent to all councillors prior to the meeting on this information. The Clerk to resend this email to all and to contact the County Councillor about what was discussed previously in council.

The District Councillor sent around their report today and the report will be sent to all councillor’s post meeting.

NNDC is flagging the need for photo ID to vote in the local elections on May 4th. If no photo ID, then apply for a postal vote by 18th April. Coastal maintenance works has been undertaken at Wells, Sheringham, East Runton, Cromer, Overstrand, Bacton, Walcott, and Happisburgh. NNDC is joining the Joint Venture in Nutrient Neutrality (with Natural England etc.) so the brake on many planning applications (which are not in this district) should be lifted late spring. The Enforcement Team are down to 176 cases from historically high levels: new cases are logged within 24 hours and site visits within prioritised case requirements. The 4th round of the Household Support Fund has just gone live. This will help those eligible with energy costs. Discretionary Housing payments are available for those struggling to stay in their homes. NNDC has been given 1.25million to provide 11 additional affordable homes for Ukrainian and Afghan refugees by December 23. Long term these will become available as temporary accommodation or affordable homes. There are 20 plus affordable housing developments coming forward in the next 2-3 years which should result in 350+ houses. There are 2775 households on the housing list and 69 households in temporary accommodation. The criteria for energy efficiency improvement works have broadened so more homes are eligible. The first allocation of the UK Shared Prosperity Fund has been received (£150k). Some of this will go to the Sustainable Communities Fund to which the Parish Council can apply. Contact the District Councillor regarding bin collection issues. Further industrial action by Serco is planned for 11-14th April. Refuse, trade, and garden waste will be prioritised. The Government has introduced a new emergency alert system to warn residents of life-threatening emergencies such as flooding. These alerts are sent to 4 and 5G mobile phones, but if you do not possess one of these you will hear in the usual way from local emergency services. There is a national test alert planned for early evening April 23rd. Regarding finance a full year deficit of £600k is anticipated. Alternative Fuel payments and The Energy Bills Support Scheme Alternative Funding are available by contacting the following - (alternativefunding@ebss.beis.gov.uk, 08081753287).

Both County and District Councillors left the meeting at this point.

**4. Planning**

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

None.

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

No further updates.

**5. Harry Dawson Playing Field**

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

Cllr Woodhouse stated that the grass has been cut too early as there are no places for the Easter Egg Hunt. Cllr Stubbs stated that a lot of people joined the work party to start improving things. Information was sent around to all prior to the meeting. Donation boxes have been placed in the shop and the pub and a logo has been generated to help raise the profile of the project. Cllr Stubbs raised a proposed budget, which was sent around to all prior to the meeting, which is based on quotes from before and cutting down on matters the Council did not want. It was stated if we can keep to around £85K this would be good. For the time being to complete basic refurbishments, as in swings, goal posts etc. The Clerk to contact the contractor to liaise with a councillor on these initial works.

Cllr Stubbs stated about establishing a subcommittee, no councillors are needed on the committee, and the Clerk to advertise this on the website and social media.

Cllr Harrison to remove the concrete and metal work, and stated that for the slide metal he received £10. This was given to the Clerk to bank. Cllr Stubbs stated about the surface issues on the allotments pathway which needs to be investigated.

Cllr Stubbs stated it would be good to get people to do something on the morning of the Monday 8th May; which is ‘The Big Help Out’. Add this info from Cllr Stubbs to both the website and social media.

It was **agreed** to move forward on purchasing the safety matting.

It was **agreed** for the Clerk to speak to the contractor regarding fixing down the bin.

Cllr Taylor stated another donation has been handed in. Cllr Stubbs stated to the Clerk to add to the website and social media that cheque and BACS donations are preferred to avoid any Go Fund Me fees.

Cllr Harrison to liaise with Cllr Stubbs on what needs removing at present.

**6. Windfarm Developments**

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

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

Orsted has still not made a Financial Investment Decision but the company has already carried out vegetation removal and has begun its construction compound at Oulton. No response yet from the Community Liaison Officer but did manage to contact the contractor who have stated they will be starting work from May.

Equinor had a meeting last week where Cllr Stubbs representation was read out. There were many representations read out against the project. Cllr Stubbs to read over the planning application in detail.

Everyone thanked Cllr Stubbs for her ongoing work.

**7. Finance**

1. **To note the bank reconciliation to –**
2. 23 February 2023
3. 23 March 2023

The bank reconciliations were noted.

1. **To note the account summary to -**
2. 23 February 2023
3. 23 March 2023

The account summaries were noted.

1. **To approve the following invoices for payment:**
2. D Futter Salary for March £ 375.00
3. D Futter Expenses for March £ 84.97
4. Npower Street lighting electricity (Feb) £ 72.27 (VAT£3.44)
5. NGPM Churchyard and Cemetery Maint £ 400.00
6. Cozens Streetlighting Maint £ 30.00

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

1. **To approve payment of invoices received since the publication of the agenda**
2. NGPM Churchyard and Cemetery Maint £ 400.00
3. NNDC New dog bin collection service (corner of Beck Close play area) 2022/23 £ 230.88 (VAT£38.48)
4. WVHMC Hall hire (March) £ 20.00

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

It was **agreed** that all Cllr Stubbs, Cllr Harrison, and Cllr Woodhouse to be added as signatories to the accounts. The Clerk to move forward with this.

1. **To take note of the advanced authorised payment in regards to the Jubilee Garden**
2. John Stimpson Swift boxes (x3) £ 80.00
3. Karen Wortley Expenses for Jubilee Garden £ 277.32

The advanced authorised payments were noted.

It was **agreed** that with Cllr Taylor being the only signatory present, that Lyndon Swift will sign the cheques this month, with the stipulation being that he will not be liable for any potential mistakes.

 **(f) To discuss the Clerk’s pay rise**

The Clerk left the room at this point during discussion and returned when the decision was made.

It was **agreed** that the Clerks pay rise will be £14.21 per hour from the start of the new financial year onwards.

**8. Highways & Footpath matters**

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

Cllr Stubbs stated that the verges have been cut, but there is a lot of grass lying on the verges. Cllr Stubbs to contact Plantlife to find out if there is a contractor with a cut and collect machine. The bulbs planted are looking very nice.

Cllr Woodhouse stated that a resident fell over on the Jericho House verge. The verge is the resident’s responsibility but the Clerk to look over our insurance for further information in regards to accidents etc. Cllr Stubbs stated there has been a lot of positive comments about this verge.

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

Cllr Stubbs stated that Duncan Baker will attend the tree planting on the 20th May. It was **agreed** that the planting will take place at 11am. The Clerk to add information to both the website and social media. Cllr Woodhouse to investigate having a plaque.

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

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

1. **To discuss new contractor for the VAS work**

It was agreed to advertise for a new contractor via our social media and website

1. **(not on agenda)**
2. **To discuss moving forward with the ROW application for the pathway between Home Farm Rise and the A149**

The Clerk to chase up a response from Planning Enforcement and to speak to Lyndon Swift about speaking to the owner.

1. **To receive updates on a grit/sand bin to be placed close to the Village Hall on Home Farm Rise**

The Clerk to resend the most current email regarding bin position to all councillors.

**9. Allotments**

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

No report received.

1. **To receive updates on the non-maintained allotments path**

The Clerk to liaise with Highways to find out the path ownership.

**10. Cemetery matters**

Cllr Taylor stated that a grave has had synthetic flowers on for a while now, but there is nothing in our policies to remove such tributes. The Clerk to add this to a revised rules and regulations and bring this to the next meeting.

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

The Clerk to chase up the quote.

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

Cllr Harrison to complete in next few weeks.

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

A survey to take place on the 19th April; last time was in 2017. Assess this further post survey.

**11. Village Hall**

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

Report sent around to all prior to the meeting.

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

Cllr Stubbs stated this is going well and amazed at the effort. The invoice has been sent to the grant funder. Swift boxes have arrived and to be installed, the water butts have been installed and the information sign is nearly ready to be approved by the grant funder.

**12. Weybourne Community Fund**

 **To receive the Weybourne Community Fund report**

Cllr Woodhouse stated there was no uptake on the car boot sale, so this was cancelled. The Easter Egg Hunt to take place on Easter Sunday.

**13. The Beach**

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

This was covered earlier, with Cllr Holliday chasing this up.

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

Other beach matters to be chased up by Cllr Holliday.

**14. Governance**

 **To receive updates regarding the upcoming Coronation**

The Village Hall completing many events for the Coronation. The Clerk to check if the lights will be used for the church. The Clerk to send relevant ideas to all councillors regarding potential items for the Coronation.

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

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

The Clerk stated that the latest Parish Partnership application has been approved for the gates at Station Road. Information to all councillors was sent around. The Clerk to complete paperwork for next meeting to move forward.

**16. To confirm the date of the next Annual Parish Meeting being Wednesday 3rd May 2023 and the Annual Council Meeting being Wednesday 10th May 2023.**

Both meetings were confirmed.

There being no further business, the Acting Chair for the meeting closed the meeting at 8.55pm