Weybourne Parish Council

**DRAFT MINUTES of the Annual Council Meeting held on**

**Wednesday 10th May 2023, 7pm in the Village Hall.**

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

**Present:** Penny Taylor (Chair), Charlie Harrison, Robin Woodhouse, Val Stubbs, Wayne Shields and Dan Futter (Clerk & RFO)

**Also** **present**: Four members of the public and the District Councillor

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 the County Councillor.

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

None.

1. **Minutes**

 **To approve the draft minutes of the last Annual Parish Council meeting held on 5th May 2022.**

It was **agreed** by all to approve the minutes.

1. **Chair’s Annual Report**

Cllr Taylor read out the report for the year. Copies can be requested from the Clerk.

**4. To elect the Chair and Vice-Chair**

It was **agreed** that Cllr Taylor will be the Chair and Cllr Stubbs will be the Vice-Chair.

**5. Acceptance of Councillor Declarations**

There are two parts to be completed. One is a hard copy to be completed and sent back to NNDC and the other is an online form to be completed. The Clerk gave out extra copies plus will get a hard copy of the online form for councillors where requested. These forms need to be completed and sent onto NNDC by the 8th June.

**6. Annual Reports from District Councillor, County Councillor and Police**

The District Councillor stated there is no annual report but went over some information.

A recent update from Steve Blatch stated that the property on Beck Close has been contacted and an agreement reached that the ivy will be removed. This was required under the existing Section 215. The clearing of the ivy has been completed on the front and side of the property but not at the rear, so the Enforcement Team will be keeping this under review. The owner has also stated that a new tarpaulin has been purchased to cover the existing JCB. The District Councillor to chase this up. The red diesel tank issue to be chased up as well. The new beach signage has been designed and ordered, and the work to install is in the pipeline. The temporary beach car park toilets will be staying and inform the District Councillor if they need to be cleaned etc. One application was taken to the Development Committee which was unsuccessful. Any further issues with rat infestation in the beach area to make the District Councillor aware of. The District Councillor confirmed that she can be an endorsement for the Sustainable Community Fund, including a referee for support. The Beach Road pathway issue to be chased up by the Clerk and the District Councillor.

No reports from the County Councillor or the Police.

The District Councillor left the meeting at this point.

**7. Parish Matters – “You have your say” – an opportunity for members of the parish to speak**

None.

**8. Finance Statements 2022-23**

The Clerk handed out the finance statements to councillors and residents where necessary.

It was **agreed** that our reserves policy will be looked into further by the Clerk.

It was **agreed** for the Clerk to transfer the relevant HDPF funds over to the relevant account ringfenced for this project.

Cllr Stubbs stated that the expenditure went up last financial year by £3K because of the grass verges and the memorial garden. Cllr Stubbs to chase up the grant money which we should be receiving soon for this.

**9. To revise Councillors Responsibilities**

The Clerk sent around this information prior to the meeting. Councillors to review this information and will be discussed further at our June meeting.

**10. To confirm all policies, procedures, Standing Orders and Cemetery fees to be reviewed over the coming months**

The Clerk confirmed these will be reviewed over the coming months.

1. **To discuss and confirm the wording for artificial tributes etc within the current cemetery regulations**

This information was circulated prior to the meeting. Moving forward it was **agreed** that the Clerk will investigate on the relevant policies and services on neighbouring parishes dealing with cemeteries in the area, and will report this back to council.

**11. Any other business**

As the Big Help Out day went well, then it was discussed that this maybe something that we arrange sporadically moving forward. The Clerk to add this to the next agenda.

The tree planting on the 20th May to be advertised further on the website and social media.

The working group for the HDPF project to be advertised; with a list of jobs that need to be completed (i.e., admin, design, fund raising, painting etc.).

There being no further business, the Chair for the meeting closed the meeting at 7.58pm