

# Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on

Wednesday 7<sup>th</sup> June 2023, 7pm in the Village Hall.

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

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

**Also present:** Three 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.**

ClIr Taylor read this statement out. No issues.

- (b) To receive and consider apologies**

None.

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

ClIr Stubbs stated a declaration of interest on section 5, and will not be included with the co-option of Nick Stubbs.

## 2. Minutes

- To approve the draft minutes of the meeting held on 3<sup>rd</sup> May 2023**

It was agreed by all to approve the minutes.

## 3. Public Participation

- (a) The meeting will be adjourned to allow correspondence from members of the public and any councillors with prejudicial interests to speak.**

A member of the public, who completed a pre-planning application presentation at the last meeting asked if any councillors would like to have a site visit. Councillors to liaise with the Clerk on potential dates/times.

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

The County Councillors report had been circulated prior to the meeting.

The District Councillor stated that the most recent report had been circulated. ClIr Holliday stated that she would send around a link in regards to the Blakeney Surgery and also some handouts. Walked majority of the coastal path with some engineers in regards to the coast line which was very interesting. Any help/advice for the neighbourhood plan, then would happy to help, as Cley are in the midst of completing theirs and there are funds out there regarding consultant work etc. ClIr Holliday to look into the possibility of a more regular maintenance programme for Beach Road; the Clerk to send on details from Highways. In regards to the Parish Council purchasing and using their own strimmer then ClIr Holliday suggested the Clerk spoke to Cleys Parish Clerk because this is something that they have taken on. In regards to the property on Beck Close then this was visited ten days ago and the ivy has been removed and the grass had been cut, so no further action. ClIr Stubbs thanked ClIr Holliday regarding the overflow of the toilets. ClIr Harrison stated there has been a longer wait on bin collections recently which ClIr Holliday will look into further.

## 4. Planning

- (a) To consider the following planning application on -**

- i. PF/23/0999 – 3 Barnfield Cottages, Station Road, Weybourne**

The Clerk stated there have been various objections from residents which have sent around to all councillors prior to the meeting and also these have been sent onto NNDC.

It was **agreed** to object to the planning application regarding it needs to be protected as part of the Conservation area. That the extension is hugely out of scale and completely out of keeping with the host dwelling. It will materially affect neighbours by overshadowing and overbearing; and will cause considerable light pollution in the AONB. There doesn't seem to be any provision for parking. Also fail to see the evidence of sustainable construction or renewable energy use.

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

None.

- (c) To consider the following planning reconsultation on –**  
**i. PF/22/1530 – Gable End, The Street, Weybourne**

It was **agreed** to object to the planning reconsultation with a similar view as before. The Parish Council concur with views that this proposal remains out of scale and out of keeping with the host dwelling. They agree with continuing concerns about light pollution from the excessive quantum of glazing. There will be considerable loss of light and privacy for the neighbour to the west. There is no arboricultural assessment and there is an issue with parking arrangements. There are also issues regarding implications on biodiversity and surface flooding.

- (d) To receive updates on affordable housing**

The Clerk has been in contact with the relevant source at NNDC, who will forward information over shortly. Any enquiries pass these onto the Clerk.

- (e) To consider producing a neighbourhood plan**

Information from NNDC sent around to all prior to the meeting. The Clerk to organise an online meeting with NNDC for both Cllr Shields and Cllr Harrison to move forward.

At this point the District Councillor left the meeting.

## **5. Co-opt Councillor**

**To co-opt a new councillor to the council –**

- (a) Applicants can, if they wish, introduce themselves briefly to the councillors and give some background etc. to support their application.**

- (b) Note that all applicants and members of the public present will need to leave the meeting whilst the council make their decision**

Cllr Taylor asked all members of the public to leave the room at this point.

Martin Brown, the first applicant, was not present at the meeting. It was **agreed** by all that Martin Brown will be co-opted onto the Council, with his first meeting being from July onwards.

Cllr Taylor asked Cllr V. Stubbs to leave the room at this point and asked for Nick Stubbs, the second applicant, to come back into the room. Nick Stubbs spoke on support of his application to the Council. Cllr Taylor then asked Nick Stubbs to leave the room for Council discussion. It was **agreed** by all that Nick Stubbs will be co-opted onto the Council, with his first meeting being from July onwards.

The members of the public and Cllr V. Stubbs were asked back into the room.

The Clerk to send all relevant paperwork to both new councillors.

## **6. Windfarm Developments**

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

Cllr V. Stubbs stated that Hornsea 3 have started their work and the access splays for the cable corridors. Following on from this the fencing will be placed along the cable corridors and then start digging but not sure on the time scale. Still no final decision to invest so as a result their community fund still not set up. There have been issues with the lorries speeding and behaving inappropriately, and this has been reported back to VolkerFitzpatrick. Cllr V. Stubbs and The Clerk are having an issue with responses from the community liaison representative. No significant updates from Equinor.

## **7. Harry Dawson Playing Field**

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

Cllr Taylor stated that as per the playground inspector's correspondence that the activity trail post will need to be removed, so the whole trail will need to be fenced off or be removed. Cllr Harrison and Cllr Shields to deal with this. The quote has been received from our current contractor regarding topping up the soil on the swing sites, move the goal posts, fix the bin and to put down the matting. Cllr V. Stubbs is working on the matting side. The earliest the contractor can start this work is the 20<sup>th</sup> June, with all councillors in agreeance. Cllr V. Stubb stated there was a lot of motivation from the working group for them to complete as much work as possible. It was also confirmed we have a key to both the shed and the gate, with Nick Stubbs also fixing the gate. Cllr V. Stubbs stated that there are 16 members of the working group, with a resident raising funds from a cake stall, and there are other various fund-raising ideas coming up. In regards to the funds at present it was **agreed** to move forward and add a new piece of equipment to the field as soon as possible, and to look at quotes for a shelter. The Clerk to investigate shelter quotes. Cllr V. Stubbs stated that the group will be on site this Saturday morning where the shed will be sorted out. Cllr Harrison to remove the concrete by the shed.

## 8. Finance

### (a) To note the bank reconciliation to –

- i. 23 May 2023

The bank reconciliations could not be completed as the statement not arrived in time. Deferred to the next meeting.

### (b) To note the account summary to -

- i. 23 May 2023

The account summaries could not be completed as the statement not arrived in time. Deferred to the next meeting.

### (c) To approve the following invoices for payment:

I.	D Futter	Salary for May	£ 426.30
II.	D Futter	Expenses for May	£ 102.53 (VAT£6.66)
III.	Denny's Construction	Allotments gravel	£ 500.76 (VAT£83.46)
IV.	NGPM	Churchyard & Cems Maint	£ 400.00
V.	Wave	Allotments – water bill	£ 110.26
VI.	Npower	Streetlighting electricity (April)	£ 109.63 (VAT£5.22)
VII.	Norfolk ALC	Councillor training	£ 72.00 (VAT£12.00)
VIII.	Secret Gardens	Grass verge cutting – May	£ 226.00
IX.	V Stubbs	Various expenses (see below)	£ 179.84 (VAT£25.66)

- i. Various printing = £15.35
- ii. Cane toppers = £21.98 (VAT £3.66)
- iii. Jubilee tree tie & stake = £10.48
- iv. Projector – Church Coronation = £132.00 (VAT £22.00)

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

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

I.	Npower	Streetlighting electricity (May)	£ 101.89 (VAT£4.85)
II.	WVHMC	Hall hire (May)	£ 40.00
III.	P Taylor	Expenses – HDPF keys	£ 10.85
IV.	C Harrison	Expenses – Matting	£ 61.14
V.	Graphic Edge	A5 signpost for Jubilee Tree	£ 25.00

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

### (e) To sign the AGAR 22/23 ready for the internal audit

Cllr Taylor signed off the AGAR in the meeting.

## 9. Highways & Footpath matters

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

Cllr Taylor read out a letter from a resident complaining about verge cutting. The Clerk to respond in accordance with Parish Council agreements. Cllr Woodhouse stated that the verge on the Station Road corner, where the notice board is, needs cutting back further. Cllr Shields stated he will strim as much back with Cllr Woodhouse to help. Cllr V. Stubbs to plant further flowers/plants in this area.

The Clerk read out some information from Norfolk CC regarding the Jericho House verge, which was also sent around to all councillors beforehand. The Clerk to find out further information from Norfolk CC on how the Parish Council can move forward with this.

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

Cllr V. Stubbs confirmed that the new tree looks great and Cllr Taylor read out a letter from Duncan Baker thanking the Parish Council for his involvement etc. It was agreed that the Clerk will acknowledge this back to Duncan Baker. Cllr V. Stubbs stated that the plaque has been sorted and read the wording out to the Council.

### (c) To receive updates on a new contractor for the VAS work

The Clerk stated that there has been no uptake on this work. It was **agreed** that Cllr Shields will take on the work. The Clerk to contact the previous contractor to make them aware for training purposes for Cllr Shields.

### (d) To receive updates on the ROW application for the pathway between Home Farm Rise and the A149

Information was sent to all councillors prior to the meeting. The Clerk to contact NNDC to find out what the Parish Council needs to complete moving forward.

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

It was **agreed** that we can move forward and purchase a new grit bin. The Clerk to action.

It was stated that the Clerk to look into the potential of having a new grit bin on the corner of Station Road, nearby the notice board.

## **10. Allotments**

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

Report received from the allotments co-ordinator. The Clerk read the report out to Council -

‘All plots still fully occupied and being well tended. Vegetables are growing slowly due to the cool weather for this time of year. There is a small waiting list for when plots become available. The path at the side of the allotments looks really good but needs finishing at the end nearest the gate to the field, as this lets it down. We had a lawnmower donated to the allotments by a local resident which has now been repaired and is available for communal use to help keep the paths mowed. The weeds around the raised beds are the next challenge to tackle and then we can use the surplus pea gravel in this area.’

It was stated that when the matting arrives that the side path will be completed.

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

Cllr Harrison stated will be completed soon.

## **11. Cemetery matters**

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

Cllr Taylor waiting for a quote from the current contractor. The Clerk to chase up. It was stated that the playing field working group will take on the maintenance responsibility for the playing field benches. The Clerk to make the current contractor aware of this change.

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

Cllr Harrison stated that the company have not had the relevant gravel, but there should be a delivery soon and then this work can be completed.

### **(c) To discuss applying to the Churchyard Conservation Scheme**

Cllr V. Stubbs stated that this is all up and running. The canes in the relevant areas are up and the feedback has been positive. An information sign to be placed on a post.

## **12. Village Hall**

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

Report sent around to all prior to the meeting, and also read out in the meeting. Their AGM is in approx. a weeks’ time.

### **(b) To receive updates on the Memorial Garden**

Cllr V. Stubbs stated that the grant money has been received and the only outstanding part is the sign. Cllr V. Stubbs to chase.

### **(c) To confirm the Village Hall donation for 2023**

It was **agreed** that the donation will be £100.

## **13. Weybourne Community Fund**

### **To receive the Weybourne Community Fund report**

Cllr Woodhouse stated that the car boot sale was a success. 100 group, children’s party and OAP party all went well.

## **14. The Beach**

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

It was confirmed that the new signs are up. Cllr Taylor stated an issue where on the sign it states no for BBQs but we have a BBQ disposable bin on display. The Clerk to ask NNDC to cover up this section of the sign. In regards to dog control orders we come under the standard orders as stated by NNDC.

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

None.

## **15. Governance**

### **(a) To confirm that both acceptance of councillor declarations has been completed by all councillors**

It was confirmed they have all been completed.

### **(b) To revise Councillors Responsibilities**

To defer to next month.

**(c) To discuss possibility of moving forward with ongoing voluntary days (similar to the Big Help Out)**

It was **agreed** to move this forward on an ad-hoc basis.

**(d) To consider making a donation to the Methodist Church for the use of their hall for a meeting about the HDPF working group**

It was **agreed** £15 for a donation. Cllr V. Stubbs to send the Clerk contact information.

**(e) To consider declaring Weybourne a Wildlife Friendly Village**

All in agreeance so Cllr V. Stubbs can move forward.

**(f) To consider booking an annual advert in Link Up, at a cost of £80 per annum**

Cllr V. Stubbs to contact them further about this.

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

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

Cllr Harrison stated that we should have a representative for the next stakeholder group meeting regarding the Cromer Shoal Chalk Beds. The Clerk to contact for further details.

The Clerk to find out the next SNAP meeting dates.

The Clerk stated we are waiting for further information regarding the village sign.

**17. To confirm the date of the next Parish Council Meeting being Wednesday 5th July 2023**

This meeting was confirmed.

There being no further business, the Chair closed the meeting at 9.14pm