

Weybourne Parish Council

**DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 6th September 2023, 7pm in the Village Hall.
(A large print copy of these minutes can be obtained from the Clerk)**

Present: Val Stubbs (Vice-Chair), Robin Woodhouse, Charlie Harrison, Wayne Shields, Nick Stubbs, Martin Brown and Dan Futter (Clerk & RFO)

Also present: Four members of the public, Graham Gower-Smith (Police) 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 V. Stubbs read this statement out. No issues.

- (b) To receive and consider apologies**

Apologies received from Cllr Taylor. All agreed.

- (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 7th June 2023 and 5th July 2023**

Both approved.

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.**

None.

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

The County Councillor sent his apologies.

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

The closure of Blakeney surgery has 855 signatures as of this morning, which has been a great response rate. There is a drop session tomorrow morning at Blickling Hall regarding this and another in Holt on the 12th September.

Consultation period ends on the 30th September, and the District Councillor encouraged all to write in.

Revised drawings for 3 Barnsfield Cottages, with 14 objections so far.

Discussions about speeding on the road from Kelling through to Weybourne. Duncan Baker had a meeting at Weynor Gardens a few weeks ago and also a meeting at Kelling school. There is another meeting in Kelling on the 22nd September.

Coastal defenses at Cromer/Mundesley will now cost an approx. 25 million.

District Councillor to speak to her contact at Norfolk CC regarding more frequent bin emptying. The Clerk to send the bin list to the District Councillor.

Graham Gower-Smith (Police) spoke about parking issues, after receiving some recent complaint emails and raising this at the last SNAP meeting. After visiting the location with the issues, he hasn't noticed any problems on visit. He stated that the police don't deal now with parking issues and the responsibility lies with Kings Lynn (West Norfolk) district council, but will help as much as possible with these ongoing issues. PC Gower-Smith to send over details to the Clerk. The Police comes into effect where there is a complete obstruction on the highway.

It was confirmed that to add further white lines then speak to Highways but any yellow lineage can be a costly affair and a long process. It was advised to contact the holiday company outside the problem location with this issue. The Clerk already has contacted the holiday company with no response as of yet. The Police can endorse an official leaflet, which can be placed on the parked vehicles, from the Parish Council with a Police logo added.

The Clerk to add the various parking issues to the next agenda and to contact Highways for a potential meeting to discuss issues further. Cllr Harrison to contact a local landowner regarding opening space for visitor parking.

At this point the Graham Gower-Smith left the meeting.

4. Planning

(a) To consider the following planning application on -

i. PF/23/1647– 7 Beck Close, Weybourne, Holt, Norfolk

Erection of ground mounted antenna mast, with a 10m retractable mast, rotator cage, 1.8m x 50mm alloy stub tube with various amateur radio antennas attached to it (1 being a HF Beam plus a VHF Beam)

It was agreed that even though the Parish Council does not support the application, they do not object.

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

None.

(c) To receive updates on affordable housing

No updates.

(d) To consider producing a neighbourhood plan

Cllr Shields and Cllr Brown had a virtual meeting with the relevant staff member at NNDC. Both didn't feel they got very far with starting the process, with no interest shown from NNDC. The District Councillor to send the neighbourhood plans of both Holt and Blakeney as a guide and the Clerk to speak to Holts Clerk for further advice. The District Councillor happy to sort out a meeting with Planning to move forward.

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

No applications. The Clerk to readvertise.

6. Windfarm Developments

To receive updates regarding the offshore wind developments

Cllr V. Stubbs shared report prior to the meeting. It was stated that Orsted have still not made a Financial Investment Decision but is clearly committed to move ahead as onshore construction work has already begun.

Cllr V. Stubbs to summarise the most recent presentation pack which explains the construction process and approx. timescales and will add to the noticeboard.

In our October meeting we have some representatives who will deliver a briefing meeting to the Council.

The examination of the Equinor DCO application has been completed. The report and recommendations to be submitted to the SoS by 17th October with SoS issuing its decision by 17th January.

7. Harry Dawson Playing Field

To receive progress updates from the HDPF working party

Cllr V. Stubbs shared report prior to the meeting. Surveys and refurbishment have been carried out. Installation of some equipment has been completed with positive feedback. Been talking about fencing off the adult gym equipment but the cost and practicality when looked at further will be too expensive and a waste of money. A sign has been suggested to placed in this area instead stating that not designed for children's play. A lot of fund raising with a fete, sponsored square, tombola, cake stalls etc, totalling an approx. £1,470.00 with a further £200 to come. The Clerk to contact the Community Fund Committee to thank them for the free pitch at the car boot sale. Grant application has been submitted for a piece of equipment totalling £16K. Their criteria changed after the application, which we protested against. We are awaiting a decision from the panel.

Also going to apply to the Geoffrey Watling charity. This relies on the outcome of the first grant and that we have a reserves policy in place. The Clerk to add this to the next agenda.

Further fund raising with a table top sale on the 7th October, a 1960s night on the 18th November, and various other grant funds and ideas into next year. There has also a Facebook page now set up.

The Parish Council would like to thank the following who helped at the fete –

KWR, Sandy Bailey, Schrald Carter, Martin Brown, Michelle Allard, Richard and Amy, Cinnie Carter, Katie Carter, Sue Mears, Paul and Sue Hartland, Rita Farrow, Thorpe family, Harrison family, Louise and Helen, Tina Woodhouse, Marian MacDowell, Pat Bason, Pat King, Caroline Carter, Sue Thomas & Bob, The Ship PH, Ali's, North Norfolk Railway, Kelling Heath, Fishmongers Tavern, Sheringham Trawler, Bannings Butchers, and Tyneside Club.

8. Finance

(a) To note the bank reconciliation to –

- i. 23 July 2023
- ii. 23 August 2023

The bank reconciliations were noted.

(b) To note the account summary to -

- i. 23 July 2023
- ii. 23 August 2023

The account summaries were noted.

(c) To approve the following invoices for payment:

I.	D Futter	Salary for August	£ 426.30
II.	D Futter	Expenses for July/August	£ 45.26
III.	D Futter	Expenses for allotment mats (Start Safety UK)	£ 185.94 (VAT£30.99)
IV.	NNDC	Cems waste collection	£ 133.25
V.	Secret Garden	Grass verge cutting – July	£ 184.00
VI.	WVHMC	Hall hire – July	£ 20.00
VII.	Norfolk ALC	Councillor training (Cllr Brown)	£ 36.00 (VAT£6.00)
VIII.	Npower	Streetlighting electricity (June)	£ 89.72 (VAT£4.27)
IX.	Norfolk ALC	Councillor training (Cllr N Stubbs)	£ 36.00 (VAT£6.00)
X.	JACS UK Limited	Grit bin	£ 196.80 (VAT£32.80)

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

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

I.	Secret Garden	Grass verge cutting – Aug	£ 226.00
II.	NGPM	Cems & Churchyard maint	£ 400.00
III.	Cozens	Streetlighting maint	£ 30.00 (VAT£5.00)

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

(e) To note approval of payments during July/August

a.	Action Play & Leisure	HDPF play equipment	£ 18,655.20 (VAT£3,109.20)
b.	NGPM	Churchyard & Cemetery Maint	£ 400.00

The two invoices/payments were noted.

(f) To discuss the possibility of paying future village hall invoices by BACS

The Clerk to contact the bank to investigate further regarding a standing order set up.

(g) To take note of the mandate change; meaning that Cllr V.Stubbs, Cllr Harrison and Cllr Woodhouse can now sign off cheques.

This was noted.

9. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr V. Stubbs sent report prior to meeting. This will now go back into the normal mowing schedule until the Spring. Cllr V. Stubbs has some seed left over, and will overseed again, prioritising the verge outside All Saints Close. To maintain the colourful flowers they do not to be resown each year, so money will need to be added into the budget. The verge which has been the main issue, by the bench on the corner of Station Road. Each year this has had to be cut early. Cllr V. Stubbs suggested that we stop 'no mowing' this verge and go back to mowing, from May onwards, as there are bulbs there ready to flower. All **agreed** to this. Cllr V. Stubbs to contact the contractor when needed. The verge outside the Village Hall is not included in our mowing schedule. The Clerk to contact the contractor to enquire about including this.

(b) To receive updates on the Jericho House verge

It was agreed to sign off the license to grow plants on Highways land. The Clerk to get this completed. The Clerk to chase up Highways regarding the bench application.

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

Cllr Harrison to contact the landowner.

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

Cllr Woodhouse received the grit bin. Cllr N. Stubbs and Cllr Woodhouse to place the bin, and contact the Clerk when completed so County Council can be notified. The Clerk to send over the position of the bin to Cllr N. Stubbs.

(e) To receive updates on the transferal of the VAS work

The Clerk to contact the previous contractor regarding the equipment.

(f) To receive updates on the village sign maintenance

Cllr V. Stubbs to contact someone who can advise us on the sign moving forward.

(g) To discuss interest in electric vehicle charging

It was **agreed** to defer until the possibility of a new car park.

(h) To discuss correspondence regarding the bus stop issues at nearby Kelling

The Clerk has passed this information onto Kelling Parish Council.

Cllr V. Stubbs stated about a possible permissive pathway between Muckleburgh and the village. Cllr Harrison to contact Sir Michael Savory.

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.

The Clerk to investigate further regarding possible grants to replace the raised beds.

The request to take back some of the Community Fund land to facilitate the current demand will be added to October's agenda.

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

The Clerk to contact Highways regarding ownership of land.

11. Cemetery matters

(a) To discuss the current maintenance contract

Cllr Taylor and The Clerk to meet up with the current contractors over the next few weeks.

(b) To receive updates on bench maintenance

Deferred to the next meeting. The Clerk to send around current bench locations to all councillors.

(c) To receive updates on the church path pea shingle work

Cllr Harrison waiting for the contractor to get this work up to schedule before laying the new shingle.

(d) To receive updates on the Churchyard Conservation Scheme

Cllr V. Stubbs stated will be cut back ready for the Spring. No issues with the scheme.

(e) To review the current cemetery fees

To be deferred to the next meeting.

(f) To review and accept the proposed cemetery regulations

To be deferred to the next meeting.

12. Village Hall

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

No report this month.

(b) To receive updates on the Memorial Garden

Cllr V. Stubbs stated that the memorial garden is complete, with just the ongoing maintenance. An official opening will be on the 10th September.

13. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the car boot sale was the best one yet. There is another one in October.

14. The Beach

To receive any updates on beach matters

Cllr Shields stated that people are sleeping on the beach leaving waste. The Clerk to report this to the District Councillor and County Council.

15. Governance

(a) To confirm a representative for the next stakeholder group meeting regarding Cromer Shoal Chalk Beds

The Clerk to check the date and get back to all councillors.

(b) To receive updates on declaring Weybourne a Wildlife Friendly Village

Cllr V. Stubbs stated that the village is this already.

(c) To receive updates on booking an annual advert in Link Up, at a cost of £80 per annum

Cllr V. Stubbs stated that this can be removed from the next agenda.

(d) Noticeboards and Notices

To be deferred to the next meeting.

(e) Emergency Plan and Flood Warden

To be deferred to the next meeting.

(f) To review and accept the revised Standing Orders

To be deferred to the next meeting.

16. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

None.

17. To confirm the date of the next Parish Council Meeting being Wednesday 4th October 2023

This meeting was confirmed.

There being no further business, the Chair closed the meeting at 9.16pm