

# Weybourne Parish Council

**DRAFT MINUTES of the Monthly Parish Meeting held on  
Wednesday 1<sup>st</sup> November 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, Robin Woodhouse, Charlie Harrison, Wayne Shields, Nick Stubbs, Martin Brown and Dan Futter (Clerk & RFO)

**Also present:** No public, District Councillor, County Councillor and Coralie Martin (Community Connector NNDC).

**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**

No apologies.

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

Cllr Taylor asked for a dispensation to comment on the planning consultation at 7 Beck Close (5c), as Cllr Taylor is a neighbour. All in agreement to the dispensation.

**2. Minutes**

**To approve the draft minutes of the meeting held on 4<sup>th</sup> October 2023**

The Clerk to amend the minutes to reflect Cllr Browns surname correctly. To be approved at the next meeting.

**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 Councillors report has yet to be circulated.

There is now an AI support throughout the Adult Services. The Household Support Fund is being offered to vulnerable households for the Winter period. Support for children with special educational needs at a greater level than it has been. There are £2,500 grants available for a community tree project on parish land.

(Cllr Woodhouse entered the meeting at this point)

As the Cabinet member for Environmental and Waste Cllr Vardy does get a lot of communication especially with the last storm and a lot of support was given by the County Officers. Highways did a lot of work at Sheringham/Bodham regarding sandbags etc. during this time. Cllr Vardy went to a presentation at the Norfolk Flood Alliance, which went over the worst-case scenarios, etc.

Cllr V. Stubbs stated will there be prevention measures moving forward with Sheringham's flooding issues. Cllr Vardy to have further meetings regarding this to move forward.

Cllr V. Stubbs asked if the tree grant can be used for the HDPF sensory garden, regarding funds for plants etc. Cllr Vardy stated to send information to him, going down the route of biodiversity, so he can investigate this further.

Cllr Woodhouse stated that water is coming up through the drains during high rainfall in Sheringham. Cllr Vardy stated he is aware of this and this will be addressed by himself and the MP at County. Cllr Holliday to liaise with the Planning Directive about new houses regarding drainage.

Cllr V. Stubbs stated about drain flooding on Beach Lane. Cllr Holliday advised to speak to Anglian Water about this. The District Councillors report had been circulated prior to the meeting.

Any residents with financial issues then signpost them to NNDCs Financial Inclusion Team. Cllr N. Stubbs asked if there was a poster showing this information. The Community Connector representative has a poster regarding this information, which will be given to us.

There are two cases relevant to the village at the Planning Development Committee next week. Both Cllr Brown and Cllr Shields will represent the Parish Council for both planning applications, and this has been communicated to NNDC.

**(c) A discussion with a Chestnut Group representative**

Both representatives from Chestnut Group did not attend the meeting. The Clerk to arrange for them to come to a future meeting.

Cllr Holliday to object to the Licensing notice on behalf of the Parish Council. All in agreeance.

Cllr Harrison didn't get very far regarding the car park issues with Chestnut Group and was hoping to discuss in more detail with them in this meeting. Cllr Holliday to contact Chestnut Group regarding the parking issues.

Cllr Harrison tried to contact the Chestnut Group representative via phone call but no answer.

Cllr Holliday stated that the NNDC emergency telephone has now finished.

Cllr Vardy left the meeting at this point.

**(d) An introduction from a Community Connector representative**

Coralie Martin from NNDC addressed the Council.

(Please see leaflet attached to these minutes regarding further information).

The full folder of information to be left at the Village Hall. The Clerk to contact Coralie with a relevant contact.

It was **agreed** to move section 5 to this part of the meeting.

**5. Planning**

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

- i. **PF/23/2148 – 44 Pine Walk, Weybourne, Holt, Norfolk, NR25 7HJ  
Erection of single-storey side extension.**

It was **agreed** that the Parish Council supports the application.

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

None

**(c) To consider the following planning consultation on –**

- i. **PF/ 23/1647 – 7 Beck Close, Weybourne, Holt, Norfolk, NR25 7HL  
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) to replace the existing ground mounted antenna.**

It was **agreed** that the Parish Council supports the consultation.

**(d) To receive any updates on the Committee Meeting regarding 3 Barnfield Cottages and Gable End**

Cllr V. Stubbs to give comments to Cllr Brown regarding his most recent email. Cllr Brown to send information to Cllr Holliday. The Clerk to send information to both Cllr Shields and Cllr Brown regarding Gable End.

Cllr Holliday stated that Blakeney's Neighbourhood Plan is complete, and that it is worth looking over.

Cllr Holliday left the meeting at this point.

**(e) To discuss any bids for the Parish Partnership for 2024/25**

The Clerk to chase up NNDC regarding the status of the previous Parish Partnership work. The Clerk to contact Norfolk CC Highways to find out what we can bid for regarding crossings/signs etc. To be confirmed at our December meeting.

**(f) To receive updates on affordable housing**

No updates.

**(g) To receive updates on producing a neighbourhood plan**

No updates. The Clerk to obtain a completed Blakeney Neighbourhood Plan to distribute to all.

**4. 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**

Application received from Michelle Allard. It was agreed to co-opt Michelle to the Parish Council, starting from December's meeting. The Clerk to send on the relevant forms to complete. We have one vacancy left.

## 6. Windfarm Developments

### To receive updates regarding the offshore wind developments

No updates.

## 7. Cemetery matters

### (a) To receive updates on the current maintenance contractor

There has been another staff change with the current contractor with a new contact in charge. Cllr Taylor and The Clerk met with this new contact, who explained the full working schedule will not be interrupted and work will carry on as per normal. With the change it was **agreed** to have a review with the current contractor in early Spring and bring back to Marchs meeting.

Cllr V. Stubbs to map out small parts of the churchyard regarding certain areas to be left, ready for the contractor.

The Clerk to contact the current contractor to ask for a breakdown of the work they complete on a weekly/monthly basis.

### (b) To receive updates on bench maintenance

No updates.

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

Cllr Harrison to complete.

## 8. Harry Dawson Playing Field

### To receive progress updates from the HDPF working party

Cllr V. Stubbs stated not many changes since the last meeting.

The roundabout should be installed next week, weather depending. It was stated by the installer that the gateway is not technically accessible, so this needs to be taken into account. Self-closing gates are very expensive so Cllr V.

Stubbs to look into alternatives. Two further grants to be investigated to hopefully take this cost into account. Been advised regarding the moderate risk at the swings that it would be cheaper to buy new swings, but at the moment they are useable. The Clerk to investigate on why the new equipment was not part of the last inspection, and to look into a possible rebate on this.

The Clerk to look into alternative play inspection companies and ask for quotes.

## 9. Finance

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

- i. 23 October 2023

The bank reconciliation was noted.

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

- i. 23 October 2023

The account summary was noted.

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

I.	D Futter	Salary for October	£ 426.30
II.	D Futter	Expenses for October	£ 46.24 (VAT£4.21)
III.	NGPM	Churchyard & Cemetery Maintenance	£ 400.00
IV.	NNDC	Elections expenses	£ 50.62

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

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

I.	Secret Gardens	Grass verges (Oct)	£ 184.00
II.	Npower	Streetlighting electricity (Sept)	£ 133.80 (VAT£6.37)

The two invoices were **approved** for payment.

### (e) To confirm attendees for the budget meeting on the 9<sup>th</sup> November

It was confirmed that the attendees will be Cllr Taylor, Cllr V. Stubb, Cllr N. Stubbs, Cllr Brown and The Clerk.

## 10. Highways & Footpath matters

### (a) To receive any updates from the parking meeting with Norfolk CC Highways

It was confirmed that a white line can be added on Church Street running from the bus stop.

To carry on adding parking notices to relevant vehicles opposite the bus stop. The Clerk to contact our Police representative regarding more official parking notices.

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

The Clerk to chase up our current contractor regarding maintaining the grass verge outside the village hall.

**(c) To receive updates on the Jericho House verge**

No updates. The Clerk to chase up Norfolk CC Highways.

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

Cllr Harrison to speak to The Chestnut Group to move further.

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

In the process of transferring the equipment from the previous contractor to the Parish Council.

**(f) To receive updates on the village sign maintenance**

It was **agreed** to move forward with the relevant quote.

**(g) To discuss improved signage for Station Road**

The signage is very small and hidden by the hedges. The hedge row maintenance needs improvement. The Clerk to report this to Norfolk CC Highways.

**(h) To discuss replacing the no cycling signs near the old coast guard cottages**

The Clerk to investigate with Norfolk CC Highways.

**(i) To discuss the pedestrian access issue along Beach Lane**

Cllr Shields stated that half of this has been completed. The Clerk to contact Norfolk CC Highways.

Various highways issues were discussed at this point, with The Clerk passing these onto The Highways Ranger who will be in the village at the end of November. The Clerk to contact the occupier/owner of Hope Cottage regarding cutting back of hedge etc.

## 11. Allotments

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

No report.

**(b) To receive any updates on tenancy fee rises for the 2024/25 season**

It was **agreed** to defer until after the budget meeting.

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

No updates. Cllr Harrison to chase this up.

Cllr Woodhouse stated that the Community Fund are agreeable to give up from the gate post to the corner hedge. The dog bin would need to go back to Parish Council responsibility (to be added to Decembers agenda). Cllr Brown to report this back to the Allotments Co-Ordinator.

## 12. Village Hall

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

Report sent around to all. No comments.

**(b) To receive any updates on a notice board on the memorial garden**

Cllr Brown stated that the WVHMC will buy and erect a notice board.

## 13. Weybourne Community Fund

**To receive the Weybourne Community Fund report**

Cllr Woodhouse stated the car boot sale in October went very well.

## 14. The Beach

**(a) To receive any updates on beach matters**

No updates

**(b) To confirm who will attend an on-site meeting regarding land at the northern end of Beach Lane.**

It was confirmed that Cllr Brown, Cllr Shields and Cllr Harrison will attend this meeting. The Clerk to confirm the details.

## 15. Governance

**(a) To discuss supporting the Climate and Ecology Bill**

It was **agreed** that we support the Climate and Ecology Bill.

**(b) To receive any updates on the Emergency Plan**

Deferred to the next meeting.

(c) To review and accept the revised Standing Orders  
Deferred to the next meeting.

(d) To discuss the D-Day 80 event in June 2024  
Deferred to the next meeting.

(e) To confirm the dates for 2024 parish council meetings  
Dates confirmed.

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

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

Cllr Taylor stated that she is happy to do the wreath laying.

**17. To confirm the date of the next Parish Council Meeting being Wednesday 6<sup>th</sup> December 2023**

This meeting was confirmed.

There being no further business, the Chair closed the meeting at 9.30pm