

Weybourne Parish Council

**DRAFT MINUTES of the Parish Council Meeting held on
Wednesday 6th October 2021, 7.30pm in the Village Hall.**

Present: Lyndon Swift (Chair), Charlie Harrison, Robin Woodhouse, Steven Todd, Peter Gallally, Ruth Gallally, Johnny Seago and Dan Howes (Clerk & RFO)

Also present: Cllr Victoria Holliday, Cllr Eric Vardy, four Equinor representatives and five members of the public.

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 Swift read this statement out. No issues.

- (b) To receive and consider apologies**

Apologies from Cllr Stubbs and Cllr Taylor. All accepted.

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

Cllr Swift declared a declaration of interest on item 7 (c). Cllr Swift asked to move item 7 (c) to the end of the agenda as it's a sensitive item. All agreed.

2. Minutes

To approve the minutes of the meeting held on 1st September 2021.

The minutes were **agreed** as a true record of the meeting.

3. Statement from the Chair

Cllr Swift read out the statement. (Copy of statement attached to these minutes)

4. Public Participation

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

None

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

Cllr Vardy (County Councillor) stated the county's fire service has suspended their frontline firefighters from providing home fire safety visits to keep vulnerable people safe and allow firefighters to respond to emergency calls. They will however continue where absolutely necessary and there's a high risk of fire. For any other home fire safety advice or guidance safety officers are available to give advice over the phone on 0800 9178137 or email hq@fire.norfolk.gov.uk

Norfolk County Council approved the launch of a new £1m Road Safety Community Fund (RSCF), which aims to deliver 100 new safety schemes in local communities over the next four years. These community-focused schemes are of small scale (up to £10,000) and will provide an avenue for Members to apply for funding to deliver highway improvements such as speed limit changes and other signing and lining additions or alterations. Please note that this is in addition to the Local Member Fund, which was recently increased to £10,000 per year, and the successful Parish Partnership scheme.

Applications for the Road Safety Community Fund will mirror the Parish Partnership Scheme process, whereby requests will be collated and prioritised based on the Local Transport Plan with a focus on casualty reduction. Like the Parish Partnership fund, your local Highways team will also be able to provide advice. Details of successful applications will be reported as part of the annual Highways Capital Programme report which is considered by Cabinet each spring.

In order to deliver the 20 to 30 schemes per year as efficiently as possible, the Road Safety Community Fund will be delivered in geographical areas as detailed below:

- Year 1 – King's Lynn & West Norfolk;
- Year 2 – North Norfolk, Broadland & Gt Yarmouth;
- Year 3 – South Norfolk & Breckland;
- Year 4 – Norwich & other subsequent requests.

A separate email will be sent out to Members in those areas closer to the time, and this will detail the process on how to request schemes for consideration as part of the Road Safety Community.

Cllr Holliday (District Councillor) stated the maintenance of sea defenses and beach accesses has continued throughout the summer.

There are currently 40 households in temporary accommodation in North Norfolk. NNDC has bought four properties for rough sleepers and is looking to buy housing for temporary accommodation. We expect to build 183 affordable homes this year: this number includes the 66 with care in Fakenham. There are 2638 households on NNDC's housing list and in the first half of this year 137 households have secured social housing.

The Reef pool and leisure complex is opening imminently.

Self-referral to Social Prescribing is now live, so call 01263516353 for help with issues such as loneliness, finances, or looking after yourself or your home.

NNDC has signed its own armed forces covenant pledge identifying actions NNDC will take as an employer and community leader to show gratitude to, support for and commitment to the armed forces community in North Norfolk.

NNDC is the winner of the Digital Finance Project of the Year for its exemplary work in disbursing £126 million of COVID support grants to businesses, and has been awarded £760,000 of additional funding supporting business recovery, business digitalisation,

NNDC is developing a Carbon Strategy and Action Plan to scope reduction in emissions over next year, and has pledged to achieve net zero carbon emission by 2030.

Issues with waste collection which have affected many are hopefully being remedied.

NNDC expects to see 40,000 trees planted, starting in the autumn.

Planning performance is below target for minor applications but there is a new Director of Planning who has developed an Action Plan to work on this. Part of the problem is that Planning Officers have large workloads. Planning applications are up, and the building sector has been busy with 480 new homes built last year. The Local Plan, which will guide development decisions in North Norfolk till 2036, will soon be out for consultation so don't miss your chance to comment. The new web pages for reporting of enforcement complaints should now be live. Cllr Holliday has had discussions with the new CEO of EEA and the CEO of the Clinical Commissioning Group about saving our rapid response vehicles and paramedics and making sure there is adequate capacity for emergency care in our area. They promised an urgent review to see where resources need to be placed. The cycle paramedic in Wells was very popular this summer and will be repeated next holiday season. The North Norfolk Ambulance Response Working Group is working with the Clinical Commissioning Group on messaging as to how best access emergency care in the winter.

NNDC are meeting this week to discuss how to go forward with the toilet on Weybourne Beach. They have confirmed there is 'a need for more provision in some form' but not sure the current eco toilet is the correct format. Cllr Holliday will keep us updated.

RNLI have agreed on a full review of beach safety signage in the off season.

Cllr Holliday is talking to Kelling Parish Council about the possible footpath between the two villages.

The Affordable housing scheme in Sheringham is now looking more hopeful but unclear what this means for our potential site.

The Police cluster newsletter had been received.

5. Windfarm Developments

(a) To receive a presentation from Equinor

The representatives from Equinor gave their presentation. (Copy of the presentation and the relevant questions and responses are attached to these minutes)

(b) To receive any updates regarding the offshore wind developments

Cllr Stubbs sent around an update to all councillors prior to the meeting.

At this point the Equinor representatives left the meeting.

6. Finance

(a) To note the bank reconciliation to –

23rd September 2021

The bank reconciliations were noted.

(b) To note the account summary's to -

23rd September 2021

The accounts summaries were noted.

(c) To approve the following invoices for payment:

i.	D Howes	Salary for September	£ 339.00
ii.	E.On	Streetlight Electricity (Sept)	£ 74.50 (VAT£3.55)
iii.	D Howes	Expenses for September	£ 15.00
iv.	Secret Gardens	Verge cutting - August	£ 156.00
v.	Gardenaid	Churchyard & Cems maint (August)	£ 352.00
vi.	PKF Littlejohn LLP	External audit fees	£ 240.00 (VAT £40.00)
vii.	Norfolk ALC	Councillor training	£ 72.00 (VAT£12.00)
viii.	TT Jones	Street lighting maint (Oct to Dec)	£ 57.30 (VAT£9.55)
ix.	Gary Wells	Playing field work (bark & weeding)	£ 70.00

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

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

i.	Secret Gardens	Verge cutting – September	£ 156.00
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The invoice was **approved** for payment.

At this point both the County and District Councillors left the meeting.

7. Planning

(a) To consider the following planning applications

- i. PF/21/2322 - Weybourne House, The Street, Weybourne, Norfolk, NR25 7SY
Single storey extension to dwelling and replacement of door & window with single window; erection of double garage; alterations to boundary wall to improve access; change of use of detached domestic outbuilding to pilates studio and commercial office including replacement windows and 2 additional roof lights

It was **agreed** that the Council **supports** this application but to keep in line with the Dark Skies agreement

- ii. PF/21/2432 - 2 Rosedale Farm Cottages, Station Road, Weybourne, Norfolk, NR25 7HE
Single-storey rear extension and installation of sun tunnel in rear roof slope

It was **agreed** that the Council **supports** this application but to keep in line with the Dark Skies agreement

Cllr R Gallally will stand down from Planning. Cllr P Gallally and Cllr Harrison to carry on with Planning issues going forward.

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

None

(c) To discuss the upcoming planning application for static caravan pitches at Kelling Heath Holiday Park

It was **agreed** this will be discussed at the end of the meeting.

(d) To discuss any updates on the Parish Partnership 2022-23

Not updates but will be discussed in more detail at our next meeting

(e) To receive any updates on affordable housing

No updates

8. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr Stubbs sent around an update to all councillors prior to the meeting. The Clerk stated that the notice board behind the bench on Station Road has been agreed with Norfolk County Council Highways. This will be added to our next agenda.

Cllr Swift stated that we went out last month and cut the verges back for next Spring. An application for a grant has been sent by Cllr Stubbs.

(b) To discuss arranging a talk about biodiversity

Cllr Swift stated that we are going to get a local wildlife expert into our next meeting. This will happen just before the next parish meeting in November from 6.30pm onwards. All agreed.

(c) To receive any updates on highways matters

The Clerk stated that Beach Lane is getting very overgrown again and NCC stated this will go ahead but could take up to six weeks. Cllr Vardy to push this for an earlier time.

9. Allotments

To receive the allotments report from the allotments co-ordinator

The Clerk stated that Andy has emailed over a current list of tenants so will go forward to send out invoices to tenants. To confirm there was no price increase for the 2022 season, as agreed by Council last year.

10. Cemetery matters

(a) To receive updates on any maintenance matters

The Clerk to contact Cllr Taylor for any updates

(b) To discuss installation of a new pagoda and water butt

The Clerk stated the Sheringham Men Shed has been contacted with no response as of yet. There are no further funds via the Go Fund Me page.

Cllr Swift to send around examples and information for a pagoda and water butt to all councillors. The Clerk to obtain quotes.

11. Village Hall

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

This was received by all councillors

(b) To discuss the way forward with the 'Memorial Garden'

Cllr Swift stated last month that the WVHMC came with a proposal and plans etc have been sent around to all councillors. Cllr Swift stated that it would be good to work together with the WVHMC and make this a Jubilee project for 2022. Cllr Swift to liaise with the WVHMC with our proposal.

(c) To discuss the WVHMC placing a notice board on the boundary of the 'Memorial Garden'

All agreed.

12. Harry Dawson Playing Field

(a) To receive report regarding the playing field weekly inspections and consider any recommendations

The Clerk to obtain the report from Cllr Taylor

(b) To appoint a councillor to carry out the weekly playing field inspection between 6th October 2021 and 3rd November 2021

It was **confirmed** that Cllr R Gallally will carry out the weekly inspections.

The Clerk to start a rota going forward.

(c) To receive any updates in regards to funding possibilities and future developments at the HDPF

Cllr Swift stated it's a good time to start a sub-committee in regards to the long-term plans with the playing field. All agreed to add this proposal to our next agenda.

13. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated the field needs cutting. Adverts have gone out for helpers and committee members.

14. The Beach

To receive any updates on the signage for beach safety

This was discussed earlier by the District Councillor.

15. Governance:

(a) To receive any updates in regard to the Local Council Award Scheme

The Clerk stated an extra cost of £50 to Norfolk ALC has been confirmed. This totals to apply for the award scheme would cost £180. It was **agreed** to move forward with the application.

(b) To receive any information in regards to the bowling green

The Clerk read out the following statement from Cllr Harrison.

'The club minutes and records go back a long way but cannot find any deeds. The only document is a club constitution which says on winding up the disposal of the assets is the responsibility of the trustees of the club. Any residual assets would be disposed of by a nominated suitable organisation - which anecdotally is the village hall. If it is no longer a bowling green, the property reverts to the Monument family.'

(c) To receive any updates on the village emergency plan

No updates

(d) To receive any updates on the village survey

Cllr Swift to go through these.

(e) To receive any updates on a village newsletter

The Clerk to get information from High Kelling PC in regards to their newsletter.

(f) To discuss going forward with the Lord Lieutenants plaque

The Clerk confirmed the application has been sent to Norfolk ALC Wellbeing and awaiting a response.

(g) To discuss the bonfire location for the Queen's Platinum Jubilee

Cllr Swift stated this will probably be in collaboration with a Jubilee committee. Needs to be promoted.

16. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

At this point the Members of the public left the meeting.

Item 7 (c) as agreed was discussed – A meeting with a planning company will be coming up soon in regards to this proposal and many councillors did show interest in attending. The Clerk to confirm details.

16. To confirm the date of the next Parish Council Meeting

The next parish council meeting was confirmed as Wednesday 3rd November 2021.

There being no further business, the Chair closed the meeting at 9.23pm