

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on

Wednesday 5th June 2024, 7pm in the Village Hall.

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

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

Also present: 3 members of the public, and the District and County Councillors.

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 received from CLlr Brown, CLlr V. Stubbs and CLlr N. Stubbs. All accepted.

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

None.

CLlr Woodhouse entered the meeting at this point.

2. Minutes

To approve the draft minutes of the meeting held on 1st May 2024

Revised minutes were approved by all and signed off by CLlr Taylor.

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 resident gave an update on the situation with his Pilates studio. Appeals to be sent by 10th June. Strong support from Parish Council, who will send in their support via the appeal process.

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

The District Councillor stated its quiet at the moment during the Elections period. Various correspondence has been distributed to all councillors. On the beach car park, the pot holes are going to be filled in before the busy season. New contact for bins stated if there was a need for a further emptying of local bins then Serco would possibly get this completed. Contact the District Councillor or Serco if needed regarding this. Regarding better mobile coverage had a response from Vodafone, stating there were some upgrades completed in the area, so coverage should be better. There is an urgent dental treatment service, but mostly in Norwich but the nearest for us is in Fakenham. Contacting 111 is the way forward and from this an appointment should be made. Regarding 2nd homes premium, the district hoping to keep 50% of it.

The County Councillor stated that his report has been circulated. On the 24th May the Sheringham Recycling Centre planning application was approved. Will update us when this starts. Regarding the reservicing in front of the pub which is not satisfactory, the County Councillor has contacted Highways for them to look into this further.

It was **agreed** to move section 5 to this point.

5. Planning

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

- i. PF/24/0994 - Highlands, Sandy Hill Lane, Weybourne, Holt, Norfolk, NR25 7HW
Alterations to external materials and windows of dwelling, demolition of garage/workshop and erection of garage/store**

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

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

None.

- (c) To discuss the installation of an electricity substation at the Maltings Hotel**

Cllr Harrison stated after a call from the Maltings owner that the electricity substation is going to be on their land, and not in eyeshot of the public. This is a permitted development.

(d) To receive updates on the neighbourhood plan

The Clerk read out an update from Cllr Brown.

'Request for help article sent for inclusion in next village news latter. List of Holiday places and businesses created and circulated. Requested from NNDC list of properties in our parish with specific questions to create our base data for the plan.'

(e) To receive any outstanding planning issues

None.

It was stated that the bottom end of Beach Road is overgrown. County Councillor to report this.

The County and District Councillors left the meeting at this point.

4. Cemetery matters

(a) To receive updates on the cemetery and churchyard maintenance contract

It was stated that the previous contractor has been let go and in the interim period until a fixed contractor we have a temporary contractor in place. They have started work on the cemetery and Cllr Taylor met with them today to discuss the work to be completed on the churchyard. They have said they could not tell when work was last completed on the churchyard.

New tender will go out to at least three contractors, with replies to be discussed at our next meeting.

(b) To review the current work schedule

Minor changes to work schedule, and **agreed** by all to use this for the new contract.

Cllr Harrison and Cllr Shields to check out churchyard benches. If any need to be removed then liaise with Cllr Taylor.

The Clerk to look into quotes for a no maintenance recycled plastic bench.

Cllr Harrison and Cllr Shields to fit in a new step on the far side of the churchyard, making more easier access.

(c) To receive updates on trees

No updates.

(d) To receive any updates on outstanding cemetery and churchyard issues

It was stated that there was no roofing felt in the cemetery shelter. The Clerk to ask Cllr Brown regarding possible felt and Cllr Woodhouse to find out from his son. Cllr Harrison and Cllr Shields to measure roof.

(e) To review the current cemetery fees

It was **agreed** by all to add 10% to parishioner fees and to add 25% to non-parishioner fees.

6. Windfarm Developments

To receive updates regarding the offshore wind developments

The Clerk read out Cllr V. Stubbs report –

'I have asked Hornsea 3 Comms team how long the banging will be going on for - after two weeks they came back with the reply that they were trying to find out!

I think we should put the information about the abnormal load on our website and Facebook pages but also request that they inform affected properties directly.'

7. Finance

(a) To note the bank reconciliation to –

I. 23 May 2024

The bank reconciliation was noted.

(b) To note the accounts summary to –

I. 23 May 2024

The accounts summary was noted.

(c) To approve the following invoices for payment:

I.	D Futter	Salary for May	£ 456.30
II.	D Futter	Expenses for May	£ 109.47
III.	Npower	Streetlighting electricity	£ 158.72
IV.	Secret Gardens	Verge cutting/HDPF contract	£ 230.40
V.	Clear Councils	Annual Insurance	£ 853.29

VI.	Norfolk ALC	Gov.UK domain	£ 14.40
VII.	D Futter	Expenses for dog waste bin (Wybone)	£ 339.58
VIII.	D Futter	Expenses for hedgehog bundle (Hedgehogs R Us)	£ 157.50

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

(d) To discuss the two invoices from the previous cemetery maintenance contractor

a.	NGPM	April work	£ 400.00
b.	NGPM	May work	£ 400.00

It was agreed for the Clerk to send an official letter to the ex-contractor stating that all councillors have stated that the work has not been completed to work schedule. Currently it does not show work has been completed to satisfaction. The ex-contractor would need to prove and justify that the work has been completed.

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

I.	D Futter	Further expenses for May	£ 1.35
II.	Fiona Davies	Village sign post/brackets	£ 102.00
III.	WVHMC	Hall hire (May 1 st)	£ 20.00
IV.	WVHMC	Hall hire (May 8 th)	£ 30.00

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

(f) To receive updates on the electricity company change

The Clerk is working on this.

(g) To sign the AGAR 23/24 ready for the internal audit

The Clerk stated that this will be signed off with Cllr Taylor this coming Monday.

8. Harry Dawson Playing Field

To receive progress updates from the HDPF working party

The Clerk read an update from Cllr V. Stubbs –

‘Marie has completed the application for a £20,000 grant from the Geoffrey Watling Charity and this will be submitted this week. Application to Grants for All for sensory area is in the pipeline. The new swing frames have been ordered. We are awaiting an installation date. They will try to deal with missing bolt covers on the other equipment on the playground. Penny and I have identified a suitable location for the shelter. I will chase Chestnut up to get an installation gate. I have chased up the £500 donation from the Church and this should be paid soon.’

Cllr Taylor stated that there is a donation from the pub of £33.00.

Parts of the play area have been fenced off and these will be removed by Cllr Harrison and Cllr Shields.

9. Highways & Footpath matters

(a) To receive updates on verge cutting

An update went around to all prior to this meeting.

(b) To receive updates on the re-erecting the village sign

Site visit with Kelly Carter on Monday. Kelly stated this a bigger job as the whole of the base is cracked/split. The sign will be reinstated by the bus shelter where more people will see it, and also more protection to the sign in this area.

The Clerk read out an estimate from Kelly, which was agreed to move forward by all.

The plaque wording all agreed was fine, with Cllr N. Stubbs being able to move forward with this.

(c) To receive updates on a new dog bin for Station Road

Bin is with Cllr Brown.

(d) To discuss any outstanding highways issues

The Clerk to make sure both gates have been added regarding the Parish Partnership scheme.

The footpath at Pine Walk will be replaced shortly.

Regarding the issues at the Coastguard Cottages, it was stated that Planning Enforcement will investigate further.

10. Allotments

(a) To receive the allotments co-ordinator report

The Clerk read out an update from Cllr Brown –

‘A now vacant raised bed has been officially taken over for this growing season by another tenant. Just one of the new allotments available. Path along side of the allotments is being regularly mowed so it is easy to walk along. New ‘Allotment Holders Only’ signs on order. Dog signs are still there so new ones not ordered, but we need to monitor.’

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

This was covered in part (a).

11. Biodiversity

To receive updates regarding bio-diversity

The Clerk read out a report from Cllr V. Stubbs -

'The hedgehog highways have arrived. I am happy to write about this for the next Weybourne Village News if no other topic is more appropriate - please confirm after the meeting. I will then distribute the hedgehog highways. I have been given the name of someone who can assist with carrying out an audit of flora in the village and will contact her to arrange to carry out a survey. The Bee Orchids are now in flower in the cemetery. Churchyard trees - I am awaiting further feedback from someone at the church.'

It was **agreed** for Cllr V. Stubbs to move forward regarding the village news.

12. Village Hall

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

All received prior to the meeting.

(b) To confirm the Village Hall donation for 2024

It was **agreed** as budgeted that the donation will be £100.00.

13. Weybourne Community Fund

To receive the Weybourne Community Fund report

Report sent around to all prior to the meeting.

Cllr Woodhouse stated that there has been a farmers' market but the car boot sale had to be cancelled because of rain. The field has been cut and the caravan has been sold. Quiz upcoming in October.

The new lease has been signed and a copy will be sent back to Cllr Woodhouse.

14. Co-opt Councillor

To co-opt a new councillor to the council – No applications received.

(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

15. Governance

(a) To receive updates on transferring email address to gov.uk

The Clerk stated this needs to be paid before proceeding further.

(b) To consider a donation to North Norfolk Community Transport

It was **agreed** that the donation will be £400.00.

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 3rd July 2024

Meeting confirmed.

There being no further business, the Chair closed the meeting at 9.05pm