

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on

Wednesday 3rd July 2024, 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, Martin Brown, Nick Stubbs, and Dan Futter (Clerk & RFO)

Also present: 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 Allard. All accepted.

- (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 5th June 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.**

None.

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

The District Councillor stated that Cabinet is next week. Have chased up the car park repairs a couple of times, which will be completed shortly. Also chased the commercial waste contract with the Maltings and met up with Andy Smith at NNDC regarding a dumpster which is back on the Maltings land, which will be collected by NNDC regarding their waste. It was stated that the sub-station was going to be on the side of the orange skip. The Maltings will be open from 29th July for locals, with invitations being sent out.

The District Councillor mentioned about the road being closed for 10 days during term break, which the County Councillor will investigate further with Highways for justification.

The District Councillor has no further information regarding upgrading mobile phone masts, and will need a higher level to push this forward. Information sent around regarding dental issues and nothing moving forward with the Blakeney Surgery.

The Clerk to send on the precept information to the District Councillor, who will send this onto a NNDC contact.

Cllr V. Stubbs stated that the dog bins are overflowing, which the District Councillor will report further.

The Clerk to write to the County Councillor regarding adding signage from the village to Sheringham, so public do not walk on the main road.

The Clerk to find out from NNDC when the dog/waste bins are collected.

Cllr Brown stated that the bigger waste bin has not been received. The Clerk to chase this up.

Cllr Brown stated that the water quality of the sea is not good at the moment. The District Councillor to investigate this further and to send EA data and NNDC contact to Cllr Brown.

The County Councillor sent his report around prior to the meeting. The planning permission was granted for the recycling centre and some progress made on a roundabout in Sheringham to approve the traffic situation. Funding for services at Norfolk CC are in a bad financial situation.

The District Councillor stated that a meeting will be held on the 16th July regarding beach issues. Cllr Taylor stated that the Police can not do anything regarding moving campers on, but only check their tax, insurance etc.

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

4. Cemetery matters

(a) To receive tender/s for the cemetery and churchyard maintenance contract

The Clerk stated that invitations to tender was sent out to three contractors. One tender was received. The Clerk read out the tender in the meeting. Cllr Taylor stated that the tender was received from the current temporary contractor, who has had a lot of good feedback, and regularly sends Cllr Taylor updates including photos of the work completed.

It was all **agreed** for this contractor to take on the contract for the next three years. Contractor to be made aware post meeting.

(b) To receive updates on the previous contractor's invoices

It was **agreed** for the Clerk to send a letter to the previous contractor listing the breakdown of their work from our records, and to offer 50% of the entire outstanding amount, being £400. If not accepted then have asked the previous contractor to justify their work in more detail, and return to Council.

(c) To receive updates on trees

Cllr V Stubbs stated that the vicar is investigating on how to proceed further. But stated he wants to attempt a reasonable conclusion between the Parish Council and the Diocese.

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

It was **agreed** that Cllr Harrison will purchase some felt for the shelter roof, with a few volunteers to complete when received.

There has been a number of compliments regarding the additional step added to the churchyard.

The Clerk and Cllr Taylor completed a recent wobble test at the cemetery. There were a small number of loose memorials to lay flat. A few of the councillors volunteered to sink these memorials into the ground.

5. Beach

Any updates on outstanding issues

Discussed earlier in the meeting.

6. Planning

(a) To consider the following planning application on -

- i. **PF/24/1185 - Weybourne Atmospheric Observatory, Weybourne Road, Kelling
Erection of 2 x modular cabins and additional equipment including a telescopic mast**

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 receive updates on the neighbourhood plan

Cllr Brown stated the Clerk got precept information from NNDC, which will be sent on the District Councillor.

Cllr Harrison has taken this information and put it into order, but this information does need to be checked by us.

In last months newsletter we added about asking for volunteers to help, which the Clerk confirmed we have had a reply, and there will be further interest in the Steering Group. A public consultation is needed, which will be booked in September.

The Clerk to complete name badges for all councillors for identification purposes.

(d) To receive any outstanding planning issues

None.

7. Windfarm Developments

To receive updates regarding the offshore wind developments

Cllr V Stubbs stated that a response to the banging noise is regarding the installation of the casing pipe, but the question on when will it stop will be chased up again.

8. Finance

(a) To note the bank reconciliation to –

- i. **23 June 2024**

The Clerk stated that the statement has not been received.

(b) To note the accounts summary to –

- i. **23 June 2024**

The Clerk stated that the statement has not been received.

(c) To approve the following invoices for payment:

I.	D Futter	Salary for June	£ 456.30
II.	D Futter	Salary for July (postdated chq)	£ 456.30
III.	D Futter	Expenses for June	£ 84.90
IV.	Secret Gardens	Verge cutting/HDPF contract	£ 230.40
V.	Play Inspection Co.	Operational Inspection	£ 126.00
VI.	WVHMC	Donation	£ 100.00
VII.	NN Comm Transport	Donation	£ 400.00

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

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

I.	Nathans GS	Cems & Churchyard Maint	£ 625.00
II.	Cozens	Street lighting Maint	£ 30.00
III.	WVHMC	Hall hire (June)	£ 20.00
IV.	Npower	Streetlighting electricity (May)	£ 147.66

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

(e) To receive updates on the electricity company change

The Clerk is waiting for a response from the supplier. Will send around the information, including figures etc to all councillors.

9. Harry Dawson Playing Field

To receive progress updates from the HDPF working party

Cllr V Stubbs stated that the applications for the Geoffrey Watling charity and The National Lottery have been submitted, with both at a 16-week turnaround. Action Plan Leisure regarding the new swings are awaiting fixings but should be completed in the next couple of weeks. Waiting for confirmation on the church donation to arrive. The Maltings to order the shelter, and will liaise with Cllr Taylor. Cllr Harrison to liaise with the Maltings regarding supplying a strong foundation for the shelter.

10. Highways & Footpath matters

(a) To receive updates on verge cutting

No updates but Cllr V Stubbs stated we have had compliments from residents.

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

Cllr N Stubbs stated that Kelly has the post, and that he needs to complete two coats of treatment, which is next on his list to complete and should be completed within this month.

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 not with Cllr Brown. The Clerk to chase this up with the supplier.

(d) To receive updates on the Parish Partnership gates

All completed.

(e) To discuss about a footpath from the village to Kelling

Kelling PC have stated about this previously. Cllr V Stubbs stated that there could be a possible grant to use, and will investigate further.

(f) To discuss any outstanding highways issues

The Clerk to report the overgrown pathway going down to the beach, the brambles on the path by the station, majority of village signs are obscured, and a buildup of soil on the other side of the railway bridge. The Clerk to chase up the white lines with Highways, the Pine Walk footpath and to send around the enforcement tickets for vehicles to all councillors.

11. Allotments

To receive the allotments co-ordinator report

Cllr Brown stated we have had a great compliment from a passer by on the allotments upkeep. We have one tenant giving up their tenancy by the end of this year-round, with another current tenant interested on taking on this plot. The Clerk to chase up the allotment signs.

12. Biodiversity

To receive updates regarding bio-diversity

Cllr V Stubbs stated that Lynn Garland (Botanist) and an associate have surveyed the cemetery, but nothing particularly rare. They will work their way through the village.

Had a meeting with the pond contact helping with the grant for the restoration, where emails to EA and NNDC have been completed and sent, to try and get things moving. The water vole survey will take place in September.

13. Village Hall

To receive the Weybourne Village Hall Management Committee report

All received prior to the meeting. Most of the Parish Council attended the previous Village Hall meeting.

Hedgehog subject already added to newsletter. It was agreed for Cllr N Stubbs to complete the information regarding the village sign for August's newsletter and that Cllr Brown will complete the information regarding the Neighbourhood Plan for September's newsletter.

14. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the Farmers Market went well. There have been some complaints that the cutting of the field has not been wide enough.

15. Co-opt Councillor

To co-opt a new councillor to the council –

The Clerk stated there has been one enquiry, and the relevant paperwork has been sent for completion.

(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**

16. Governance

To receive updates on transferring email address to gov.uk

The Clerk stated now this has been paid, then this can be moved forward.

17. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

Cllr Brown stated if the accounts budget needs a sixth month review. It was **agreed** it was not needed.

The Clerk to send over the HDPF report sheet to Cllr V Stubbs to be amended.

18. To confirm the date of the next Parish Council Meeting being Wednesday 4th September 2024

Meeting confirmed.

There being no further business, the Chair closed the meeting at 9.20pm