

Weybourne Parish Council

**DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 6th November 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, Martin Brown, Nick Stubbs, Michelle Allard and Dan Futter (Clerk & RFO)

Also present: The District Councillor and 2 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 Taylor read this statement out. No issues.

- (b) To receive and consider apologies**

Apologies received from CLlr Buxton and CLlr Shields. Accepted by all. Apologies from the County Councillor.

- (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 4th September 2024 and 2nd October 2024

Both minutes approved. CLlr Taylor to sign both off.

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 the report was sent around prior to this meeting.

There is free parking in the market towns for Remembrance Day and the funding for the Fakenham pool has been granted. There is 9M funding for schemes in development. Local Plan consultation came out today, which we can make written representation and then verbal representation in February. The District Councillor encouraged us to comment with the 18 December as the expiry date. Can alert the District Councillor regarding non collection of dog bins, rubbish bins etc. The definitive map regarding footpaths will be put into place in 2036. The footpath to the side of the allotments is not designated so encouraged to contact the Legal Orders and Registers Department. The District Councillor to look into the reasons why there is no buses for the next two weeks.

4. Toilets

- (a) To receive information regarding the toilet facilities meeting with NNDC**

After a meeting with the Parish Council and NNDC, there is no further movement from NNDC regarding this apart from helping to find and apply for grant funding if the Parish Council would like to take on this responsibility, with the toilets closing in December. It was **agreed** that the village needs something more permanent further up from the beach. The District Councillor to find out further information about the 'Bunty' facilities with Mr. Hay-Smith. The Clerk to contact Happisburgh PC regarding advice etc. after they took on their toilet facilities. Another possibility, to look into, would be to have toilets attached to the Village Hall. It was **agreed** that we would need to see the last three years costs etc. for this from NNDC, with the District Councillor chasing up this information.

- (b) To discuss arrangements for an Extraordinary Parish Council Meeting regarding the toilet facilities**

It was **agreed** not needed at present.

5. Beach

To receive updates on any outstanding issues

The side road to the car park will be shut off so camper van etc cannot go down, with a bollard at the end of the road.

6. Planning

(a) To consider the following planning application on –

- i. **RV/24/2075 - Weybourne Mill, Sheringham Road, Weybourne, Holt, Norfolk, NR25 7EY
Demolition of conservatory; erection of single storey side/rear extension with roof terrace, and landscaping works**

It was **agreed** that the Parish Council supports this application, but will need to comply with the Dark Skies Agreement.

- ii. **LA/24/2076 - Weybourne Mill, Sheringham Road, Weybourne, Holt, Norfolk, NR25 7EY
Internal and external works associated with demolition of conservatory and erection of single storey side/rear extension**

It was **agreed** that the Parish Council supports this application, but will need to comply with the Dark Skies Agreement.

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

None.

The District Councillor left the meeting at this point.

7. Neighbourhood Plan

(a) To receive updates from the NP Committee

Cllr Brown stated that the information from the Neighbourhood Planning had been circulated.

(b) To agree completing the NNDC initial request

The initial form to NNDC has been completed, with a supporting statement. This was **agreed** to be signed off by Cllr Taylor and Cllr Brown. The Clerk to send onto NNDC and to find out the next steps.

(c) To discuss finding a consultant

To be deferred until after the next Neighbourhood Planning meeting on the 22nd November.

(d) To discuss applying for grants

To be deferred until after the next Neighbourhood Planning meeting on the 22nd November.

8. Cemetery matters

(a) To receive updates on trees

Cllr V Stubbs stated that the diocesan advisory committee had stated that the Arch Deacon can give permission to fell the tree if it is deemed dangerous. Arch Deacon to be contacted. When permission is granted then will need to get permission from NNDC as this is within a conservation area. The Clerk to contact NNDC to make them aware.

(b) To note the issues with the cemetery after the last interment

Cllr Taylor, Cllr Harrison and the Clerk had a meeting earlier today with Lloyd Durham FDs plus the gravedigger. The issues with the last interment were discussed further. A lot of frustration and issues were further discussed resulting in us agreeing to purchase a combination padlock to attach to the side gate, so it will be easier access for the gravedigger on future interments. The Clerk to purchase. The current maintenance contractor will be aware of the meeting, with the Clerk sending the gravedigger relevant contact details if and when any further issues.

(c) To discuss the possibility of using the one gravedigger

It was **agreed** that this is now not needed.

(d) To discuss the current plans

The Clerk, Cllr Taylor and Cllr Harrison to discuss way forward in December.

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

Cllr Harrison stated that the felt roof will be completed soon. The Clerk stated that a letter had been sent to the grave owners of the unstable memorial.

9. Windfarm Developments

To receive updates regarding the offshore wind developments

No relevant updates.

10. Finance

(a) To note the bank reconciliation and the accounts summary to –

I. 23 October 2024

The bank reconciliation and the accounts summary were both noted.

(b) To approve the following invoices for payment:

I.	D Futter	Salary for October	£ 456.30
II.	D Futter	Expenses for October	£ 67.30
III.	Nathans GS	Cems & Churchyard Maint	£ 425.00
IV.	Play Inspection Co	Operation Inspection	£ 126.00
V.	M Brown	Expenses – NP drop-in session	£ 33.20
VI.	K Carter	Village sign work	£ 298.00
VII.	Secret Gardens	Verges/HDPF work	£ 230.40
VIII.	Graphic Edge	Dog fouling signs	£ 20.00
IX.	Npower	Street lighting electricity (Aug)	£ 134.06
X.	Npower	Street lighting electricity (Sept)	£ 146.18

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

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

I.	Nathans GS	Cems & Churchyard Maint	£ 425.00
II.	WVHMC	Hall hire (Oct) (includes NP meeting)	£ 80.00
III.	V Stubbs	Shepherds Seeds (verges)	£ 209.50
IV.	Thornage Hall	Herbs for HDPF Sensory Garden	£ 150.00
V.	V Stubbs	Mr Fifty (bulbs for HDPF Sen Garden)	£ 5.00
VI.	V Stubbs	Premium Soils (Compost RBs Sen Gar)	£ 324.59
VII.	V Stubbs	The Garden Range (herb matting)	£ 117.50
VIII.	V Stubbs	Edgefield Nurseries (4 planters)	£ 800.00
IX.	V Stubbs	Edgefield Nurseries (plants)	£ 86.00
X.	V Stubbs	Holt Garden Centre (plants)	£ 38.91
XI.	Earth Anchors	Wall seat (HDPF)	£ 899.40

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

(d) To receive updates on the electricity company change

The Clerk stated this is still ongoing, liaising with UK Power Networks, Npower and Cozens, and explained the status update in more depth. The contact at UK Power Networks stated that this has nearly been sorted.

11. Harry Dawson Playing Field

(a) To receive progress updates from the HDPF working party

Cllr V Stubbs stated that the planters etc. have been purchased and in place. Need a work party to complete some clearing, painting and planting, which will be towards the end of November. Cllr V Stubbs to ask a resident about selling the slide potentially on FB Marketplace. Talking tube has been ordered and waiting for an installation date. The panels etc. for the sensory garden will be purchased and installed in the new year. Can not find any further funds for the short fall in regards to the Geoffrey Watling Fund.

(b) To note playground inspections for 24/25

The Clerk sent around the information prior to the meeting. It was **agreed** to move forward with one annual inspection from the current contractor, and to bring back the weekly checks to be completed by councillors. The Clerk to complete a rota to move forward.

12. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr V Stubbs stated that the cutting has stopped. Cllr Taylor to talk to the Cemetery Maintenance Contractor about the moles issue. Verges have stated to be seeded and will be completed next week.

(b) To make any amendments to the contract agreements regarding the new streetlighting maintenance contract which commences on the 1 January 2025

It was **agreed** that the current contract agreements are all good with no amendments.

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

The Clerk to complete the relevant form.

(d) To receive updates about a footpath from the village to Kelling

Cllr V Stubbs stated that the Farming in Protected Landscapes funding is virtually running out, with any projects to be completed by March 2025. Currently we will not have the time to use this as a funding route. In the meantime, we can speak to the land owners, and there will be further grant schemes coming up.

The Clerk to contact local landowner regarding potentially adding fencing alongside this footpath.

(e) To receive updates on the signposting from the village to Sheringham

Deferred. The Clerk to chase up the County Councillor for an update.

(f) To confirm potential bids for the Parish Partnership Scheme 25/26

As stated in our previous meeting, and also regarding 20mph signs. The Clerk to complete the bid accordingly.

(g) To discuss any outstanding highways issues, including items to pass onto the Rangers

Cllr V Stubbs stated that a parishioner asked about the pathway outside Jersey Field on Station Road, which has trip hazards caused by plants pushing through the tarmac. The Clerk to report this to Highways.

The soil by the railway bridge on the Kelling Heath side still not completed. The Clerk to chase this up.

13. Allotments

(a) To receive the allotments co-ordinators report

The Clerk stated that majority of tenants have paid, with the remaining few to be chased up.

(b) To receive quotes for the hedge cutting

Cllr Brown to complete.

14. Biodiversity

To receive updates regarding bio-diversity

None.

15. Village Hall

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

The report was circulated to all councillors prior to the meeting.

(b) To consider contributing to the Village Newsletter

To be discussed further in the upcoming budget meeting.

(c) To discuss the next newsletter topic

Dark Skies information to be added to the newsletter. Cllr V Stubbs to add some information about the HDPF working party. The Clerk to complete information regarding the Rangers for the next newsletter.

16. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the farmers market was cancelled due to poor weather. Next will be the Xmas children's party and the older people's party.

17. Governance

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

Ongoing to phase over to gov.uk email address.

b) To discuss the Methodist Church becoming an Asset of Community Value

The Clerk to contact NNDC regarding further information on this subject.

c) To receive updates on the War Memorial Preservation grants

Ongoing.

d) To receive updates on linking Facebook/websites etc

Cllr Brown stated this will be after February.

e) To confirm the dates for 2025 parish council meetings

It was agreed to move forward with these dates.

18. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

Cllr Taylor stated we will soon need a new defibrillator to replace the current one. The Clerk to find out information regarding grants.

19. To confirm the date of the next Parish Council Meeting being Wednesday 4th December 2024

Meeting confirmed.

There being no further business, the Chair closed the meeting.