

Weybourne Parish Council

**DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 12th March 2025, 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, Neil Buxton and Dan Futter (Clerk & RFO)

Also present: one member 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 Allard, the District Councillor and the County Councillor.

- (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 meetings held on 5th February and 24th February 2025.

Both minutes approved. CLlr Taylor signed 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.**

Both reports been circulated prior to the meeting. Both Councillors and Police not present.

4. Toilets

To receive updates regarding the toilet facilities

The Clerk read out information from the District Councillor. Regarding the Parish Council taking on these facilities, NNDC have stated that these matters are ongoing discussions within the Cabinet, and at the moment not possible to give a clear position. Regarding the eco loo, NNDC are struggling to find a contractor prepared to empty the unit and this is why its currently closed. This is due to the hazardous nature of the work involved.

CLlr N Stubbs to find out further information regarding flood proof costs etc. and CLlr Harrison to chase up Sir Michael Savory on the possibility of using some of his land, as discussed previously.

5. Planning

To consider planning applications received since the publication of the agenda

None.

6. Neighbourhood Plan

- (a) To receive updates from the NP Committee**

CLlr Buxton stated that Rachel Leggett would be a good consultant. Based in Norwich and has worked for a number of Councils, including Swaffham TC, who again is using Rachel to update their plan. It was **agreed** by all to make initial enquiries with Rachel Leggett.

Various links to add to the website will be sent to the Clerk from CLlr Brown.

CLlr Brown to liaise with NNDC regarding the electoral role side, and stated if any further enquiries to speak to him.

- (b) To receive updates on finding a consultant**

As stated in 6 (a)

(c) To receive updates on applying for grants

Cllr Buxton to speak to Rachel Leggett regarding grant information.

7. Cemetery & Churchyard matters

(a) To receive updates on trees

Cllr Taylor stated that the tree stump has been removed by a local contractor, who has done a good job and a thank you has been sent on behalf of the Parish Council.

Cllr V Stubbs to find out if the tree is still available from a resident.

(b) To receive updates on the current plans

No updates.

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

Cllr Harrison stated that the felt roof will be completed as soon as possible.

8. Windfarm Developments

To receive updates regarding the offshore wind developments

Cllr V Stubbs stated that the Hornsea reinstatement including the wild flower seeds will improve biodiversity.

9. Finance

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

I. 23 February 2025

The bank reconciliation and the accounts summary were noted.

(b) To approve the following invoices for payment:

I.	D Futter	Salary for February	£ 475.20
II.	D Futter	Expenses for February	£ 64.70

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

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

I.	Westcotec	Data Collection Cable (VAS)	£ 72.00
II.	Cozens	Street lighting maint (Jan-March)	£ 30.00
III.	WVHMC	Hall hire (Feb)	£ 40.00
IV.	D Futter	Expenses – stamps	£ 6.80

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

(d) To receive update on moving the finances from chq payments to online payments

The Clerk has made initial enquiries with Barclays.

(e) To receive updates on the electricity company change

The Clerk stated that the refund for the credit amount has been received. Still awaiting invoice information to be correct, with ongoing correspondence between UK Power Networks and NPower.

(f) To appoint an internal auditor.

The Clerk received two quotes. It was confirmed to appoint David Wright.

10. Harry Dawson Playing Field

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

Cllr V Stubbs stated will organise a working party in the near future and that we are running out of grant options. The resident present to send some further information onto the councillor regarding this.

(b) To confirm Cllr Brown to complete the weekly reports for March and to receive the weekly reports for February

Confirmed that Cllr Brown will complete the weekly reports for March.

Cllr Taylor stated that the paving slabs need cleaning down, to remove the green algae.

Regarding the Easter Egg Hunt, the Clerk to inform the contractor to cut the grass in March or very early April, but then to leave it unmown until after Easter. The Clerk to contact the Church regarding the clash of Easter Egg Hunts this year and moving forward.

11. Highways & Footpath matters

(a) To receive updates on verge cutting

No updates apart from No Mow May coming up.

It was suggested by Highways to put a sign up at the verge which is being driven over.

(b) To receive updates on the VAS reporting

The Clerk went on a training course with Westcotec. The correct software is now on the work laptop to complete the reporting work. Relevant cable connections have been purchased from Westcotec. To obtain traffic reports then the laptop needs to be next to the VAS using the relevant cables.

It was confirmed that at the next meeting to bring the VAS and try obtaining the reports.

(c) To receive updates on the Community Speedwatch

The Clerk to send around a form to each volunteer to complete.

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

Cllr Harrison and Cllr N Stubb to complete.

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

The Highways Officer stated that this would be too expensive to move forward.

(f) To receive updates on 'adopt a planter'

Two residents stated that they would like to take on the planters at both the Station Road and Sheringham Road (nearby windmill) gates. All **agreed** happy to move forward.

Cllr Taylor stated we had to pay for another contractor regarding mole capture at the churchyard, which will be added to the current contractor's next invoice. Cllr Taylor stated that the local contractor has done a good job.

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

Cllr Brown stated that the Highways Officer stated that we can not point down passed the windmill as this is not a right of way. The Clerk to move forward to investigate the possibility of the track from the road down to the Coastguards Cottages being a Public Right of Way.

The resident present stated that if the owners of this track give their permission for a permissive path, then this doesn't go through the Public Right of Way legislation, and this can then be signposted as a permissive path. The Clerk to investigate this further with the possible owner and Highways.

(h) To discuss any outstanding highways issues, including items to pass onto the Rangers and from the Highways meeting

Cllr Brown stated that on Station Road just over the bridge there is a lump in the road. The Clerk to report.

The Highways meeting went well, and information about this has been sent to all councillors from Cllr Brown prior to the meeting. The Highways Officer did state that NCC has a new website regarding reporting issues and strongly suggested we should use this service more moving forward.

Full information on the Highways Meeting can be obtained from the Clerk.

Cllr Buxton stated he would be happy to take on some of the work on the village garden at the Village Hall. Cllr V. Stubbs to pass on Cllr Buxton's contact information to Karen.

12. Allotments

To receive the allotments co-ordinators report

Cllr Brown stated that the allotments are fully occupied but there has been some fly tipping. The Clerk to report. No tipping sign to be added.

13. Biodiversity

To receive updates regarding bio-diversity

None.

14. Village Hall

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

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

Regarding the water butt at the Village Hall; Cllr N Stubbs to check the diverters are working properly but it was confirmed it will stay where it is.

(b) To discuss the next newsletter topic

Cllr Taylor stated that we will not have something every month to add to the newsletter but just to include our meeting date if the VHMC have not heard from us.

The Clerk to send over information regarding the Annual Parish Meeting, No Mow May and Councillor co-option for the next newsletter.

15. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the next farmers market will be in April, and the Easter Egg Hunt is coming up.

16. 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**

No applications.

17. Governance

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

Ongoing to phase over to gov.uk email address. Some councillors are now using the new Gov.UK email addresses.

b) To receive updates on the Methodist Church becoming an Asset of Community Value

The Clerk to liaise with Cllr Buxton on moving forward.

c) To receive updates on the defibrillator grants

The Clerk to move forward on the London Hearts defibrillator. All agreed. Also to find out about recycling the old one.

d) To discuss information regarding Devolution

The Clerk circulated prior to the meeting responses from various Parish Councils regarding their thoughts of Devolution and how it affects their Parish Council. Some councillors have already attended Devolution meetings.

e) To review the current asset list

Amendments and additions made in Council. The Clerk to update the current asset list and send around to all councillors.

f) To confirm the dates in May for the Annual Parish Meeting and the Annual Council Meeting

It was confirmed this will all be in the one meeting on the 7th May from 6.30pm onwards.

18. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

Cllr Brown stated off the back of a Neighbourhood Planning meeting there was discussion about digital copies of documents added to websites for better access. The Clerk to investigate further regarding fees etc. for the possibility of the Parish Council using this service.

Cllr N. Stubbs to liaise further with the Norfolk Coast Forum. All happy to move forward.

It was **agreed** to use Norfolk ALCs services for 25/26 including the website fees.

The Clerk to send around a copy of the letter from Thornage Hall regarding thanks for our donation.

19. To confirm the date of the next Parish Council Meeting being Wednesday 2nd April 2025

Meeting confirmed.

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