

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on

Wednesday 2nd July 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, Michelle Allard, Nick Stubbs, Martin Brown, Neil Buxton and Dan Futter (Clerk & RFO)

Also present: County and District Councillors and three 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 out statement. No issues.

- (b) To receive and consider apologies.

None.

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

None.

Cllr Taylor reminded all that public have 10 mins of time to speak, within the Public Participation section.

2. Minutes

To approve the draft minutes of the meeting held on 4th June 2025.

Draft minutes were approved by all present, and Cllr Taylor signed these 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 County Councillors report was circulated prior to the meeting. It was stated that there is a different approach by the County Council to the District Council, so what was circulated is the County Councils position on devolution.

There is another community grant, where the County Councillor can authorise up to £500, with the minimum at £200. If its over £500 then this goes to crowd funding, with the maximum being £2,500. So, any community-based projects then do contact the County Councillor for additional funding.

The County Councillor wanted to thank the District Councillor on a splendid job regarding litter on the beach etc.

The District Councillor stated that the data has not been produced regarding any kind of area underfunding resulting from the District Council's preferred three-unitary-authority option. Consultants are in over the Summer so the data will be produced at this point, and needs finalising by the end of September. The Norfolk/Suffolk Mayor part of the devolution will have elections next May.

There is more information on the digital switchover, but any issues do speak to BT.

The Beach Road part closure will now take place in Autumn/Winter. Any rubbish on the beach contact the District Councillor, as can get Serco out in an emergency.

The Planning Consultation on the Planning Committees will need responses by 23rd July. The District Councillor to circulate NNDCs response.

The District Councillor to chase up regarding a barrier to be placed at the beach entrance, and to investigate the tatty no parking sign which has been removed.

The County Councillor left the meeting at this point.

4. Planning

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

- i. RV/25/1105 - Millfield, Beach Lane, Weybourne, Norfolk

Erection of detached dwelling following the demolition of existing buildings, and conversion of existing dwelling (The Old Stable) and holiday let (The Old Barn) into a single holiday let unit,

without complying to condition 2 (approved plans) of planning permission PF/23/1940 to allow amendment to approved design: the addition of a balcony on the northwest gable end

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

- ii. **PF/25/1150 - Weybourne Atmospheric Observatory, Weybourne Road, Kelling, Holt, Norfolk, NR25 7EG**

Installation of replacement gas store and freestanding solar array

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

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

None.

5. Neighbourhood Plan

To receive updates regarding the Neighbourhood Plan

No updates.

The District Councillor left the meeting at this point.

6. Cemetery & Churchyard matters

- (a) To receive updates on trees**

Cllr V Stubbs stated that the beech tree will need to be planted in the dormant season as too dry at present, this will be October to December time. Will need to liaise with the Church regarding the location.

- (b) To receive updates on the current plans**

No updates.

Cllr Taylor stated that the contractor has re-stained the bench which will be placed back in the cemetery by the end of this week.

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

None.

7. Windfarm Developments

- (a) To receive updates regarding the offshore wind developments**

No updates.

- (b) To discuss a potential approach to Equinor regarding funding**

Cllr V Stubbs stated there has been meetings with Mr Hay-Smith regarding potential funding from Equinor.

Suggestions have been an overall fund for the village which will be administered by the Parish Council or a village trust. This would be similar to the one by the solar farm at East Beckham which donated a lump sum to the Parish Council each year for ten years, and then the Parish Council would send this onto the relevant projects in the Parish. This would mean that the Parish Council to fund its own projects as in keeping the playing field in good order whilst providing funds for projects proposed by the Village Hall Committee, The Community Fund or any other village group. This would allow a funding for a range of village projects without the need to apply to the Community Benefit Fund at Equinor each time. Another suggestion is that the Village Hall Committee propose the construction of a new village hall, which would have green potentials with adequate car parking and potentially being built in association with affordable housing. This all depends on the identification of a suitable site, and relevant planning permission with residents' consultation on the siting.

It was proposed to have an open meeting on 6th August with the relevant groups to discuss way forward in the Village Hall. The Clerk to book and to invite relevant groups, with posters to advertise the meeting.

8. Finance

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

- I. 23 June 2025**

No bank statement received so could not complete bank reconciliation.

- (b) To approve the following invoices for payment:**

I.	D Futter	Salary for June	£ 475.20
II.	D Futter	Salary for July (post-dated chq)	£ 475.20
III.	D Futter	Expenses for June	£ 41.92
IV.	WVHMC	Hall hire (June)	£ 20.00

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

It was **agreed** because of the amount of work at present that the Clerk can do more hours than normal, as per the contingency agreed in the budget.

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

I.	Secret Gardens	Verge cutting/HDPF contract	£ 230.40
II.	P Taylor	Expenses – parking fee	£ 3.00
III.	D Futter	Expenses – parking fee	£ 4.50
IV.	David Wright	Internal audit fee	£ 35.00
V.	Action Play & Leisure	HDPF equipment	£ 19,563.60

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

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

It was **agreed** it maybe easier to investigate other banking options. The Clerk to investigate and bring a report to the next meeting.

(e) To receive updates on the electricity company change

No updates.

(f) To discuss purchasing a card payment machine

It was **agreed** to purchase a card payment machine at approx. £20. The Clerk to purchase.

9. Harry Dawson Playing Field

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

Cllr V Stubbs stated that the new play tower is under construction, and will be ready to use by the end of this week. Grant application to Hornsea 3 has been sent in, and will await to hear back by the end of August. Been offered a £1K donation by a local company. The present sign on Station Road states 'playing field', which can be misleading and ideally needs to state 'children's playground'. The Clerk to contact the District Councillor to get this changed. Cllr V Stubbs to deal with some outstanding spending on the Grants for All grant, in regards to signage and also there is the repair of the adult equipment which the Clerk will chase up as priority. Forthcoming fundraising activities include a grand draw, a coffee morning with a raffle, cake and book stall (30th August) and a 1960s night with a licensed bar, burgers etc. (11th October).

Cllr V Stubbs stated that she will be stepping down from fundraising and managing the HDPF refurbishment by the end of this year.

(b) To approve Karen White-Robinson being nominated to act as Promoter of lotteries on behalf of the Parish Council; and to nominate two other people who will certify the financial returns relating to lotteries promoted on behalf of the Parish Council.

It was agreed to approve Karen White-Robinson as stated, and Cllr V Stubbs and Cllr P Taylor to certify as stated.

(c) To confirm the councillor below on the weekly inspections per month and to receive the weekly reports for June –

- I. Cllr N Stubbs – July
- II. Cllr V Stubbs – August
- III. Cllr Brown – September

It was **agreed** that July will be completed by Cllr Brown, and August and September will be completed by either Cllr V Stubbs or/and Cllr N Stubbs.

Cllr Buxton stated that the hooks on the rope ladder were slightly loose. Cllr Taylor to speak to the current workers on the park.

10. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr V Stubbs stated that in September the verges will be totally cut back. They maybe cut back before this but depends on how dry it will get. The verge by All Saints Close has been cut back and Cllr N Stubbs has scythed and raked the barley grass, which has been recycled. A response has been sent back regarding the complaint.

(b) To receive updates on the VAS reporting

The Clerk stated that the guidance from Westcotec did not rectify the date issue, and Westcotec have recommended that they should check the VAS. Unfortunately, with the information they have, the VAS is now out of warranty. Cllr Harrison to check the serial number of the VAS and send this onto the Clerk.

The Clerk stated that a recent email was received stating about purchasing a SAM3, so the Clerk to investigate this further.

(c) To receive updates on the Community Speedwatch

A meeting on the 20th August has been confirmed where the Clerk and Cllr Brown will attend to carry out site assessments with Norfolk Constabulary.

(d) To discuss having a speeding survey

No updates. The Clerk to chase this up with Highways.

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

It was agreed to follow the route suggested by the County Councillor. This would be down to Norfolk CC to complete.

(f) To receive updates on the village litter picks

Cllr Buxton stated that this has been advertised in the newsletter, Facebook, website and posters all completed. Risk assessment be sent to all. Cllr Buxton stated that anything large on the beach we can get this moved for free from the Inshore Fisheries. It was suggested to take photos on the day including the amount of litter picked.

The Clerk to move forward regarding a potential clean-up station.

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

The Clerk to chase up Highways regarding the work on the white lines on Holt Road, the slow sign and removal of the tarpaulin. Beach Road is overgrown again, the Clerk to report and to chase up the County Councillor about adding further cuttings to the schedule. It was agreed to purchase a hedge cutter and brushcutter depending on our insurance, with Cllr Harrison sending over his recommendations to the Clerk. The Clerk to contact the County Councillor regarding grant funding for this equipment, and will also contact Highways if and when we start to use the equipment.

11. Allotments

To receive the allotments co-ordinators report

Cllr Brown stated that the plots are fully in use though the ground is dry at present.

It was stated that Cllr V Stubbs needs to be involved further with correspondence and meetings.

12. Biodiversity

(a) To receive any updates regarding bio-diversity

Cllr V Stubbs stated that a further botanic survey has taken place but not had the feedback as of yet. There are 75 species of flowers on the verges with 18 species of grass. The Churchyard Conservation Scheme is continuing and a member of the Norfolk Wildlife Trust visited and stated that the verges were brilliant.

(b) To receive information about the possibility of cooperating with Sheringham Town Council regarding Biodiversity.

Cllr V Stubbs has been liaising with Sheringham TC about their biodiversity work, and it was agreed it would be useful to meet up with them to cooperate, and also to cooperate with neighbouring parishes. It would then be good to have an open invitation to get together to share ideas etc. The Clerk to investigate with neighbouring parishes.

13. Beach

To receive updates regarding beach matters

The blocking off of the road will take place in Autumn/Winter. Presently toilets all cleaned and looking good.

14. 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 discuss the next newsletter topic

Cllr Buxton to complete a litter pick update. Cllr V Stubbs and Cllr N Stubbs to complete a piece about the 1960's gig.

15. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the farmers market is going well with another on the 3rd Sunday of July. The field has been cut and looking good.

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 received.

17. Governance

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

No updates. Ongoing.

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

Cllr Buxton stated that the chapel is on the market, and needs to be cleared by the end of this month but will know more information this weekend. It was agreed to keep the Asset of Community Value application on the backburner and the Clerk to contact both the District Councillor and the Church for advice and further information.

(c) To receive updates on the new defibrillator

No updates, to complete.

(d) To receive updates on the reviewed asset list

No updates. The Clerk to complete. Cllr V Stubbs wanted to state that the list is subject to review as may not all be owned by the Parish Council. The Clerk to be aware of this.

(e) To discuss a donation to North Norfolk Community Transport

It was **agreed** to donate £450.

(f) To discuss supporting the Clerk for SLCC Membership

It was **agreed** to support the Clerk and pay the apportioned fee of £58.06.

18. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

At this point Cllr Taylor asked the remaining member of the public to leave the meeting, as a confidential discussion went ahead regarding a private land matter.

19. To confirm the date of the next Parish Council Meeting being Wednesday 3rd September 2025.

Meeting confirmed.

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