

Weybourne Parish Council

**DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 1st October 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, Neil Buxton and Dan Futter (Clerk & RFO)

Also present: District Councillor and 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 out statement. No issues.

- (b) To receive and consider apologies.**

Apologies received and accepted for Cllr Brown and the County Councillor.

Cllr Woodhouse entered the meeting at this point.

- (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 3rd September 2025.

Some amendments to be made by the Clerk, to bring back to the next meeting.

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 Councillors report was sent prior to the meeting.

The District Councillor contacted Vodaphone, who stated that 5G for the area is not coming until 2028/29. But Vodaphone are proposing a satellite link, which will be discussed at the next scrutiny meeting. Chased up NNDC Planning twice about the Maltings planning application, but they are very busy at the moment, but will continue to pursue this. The Police and Crime Commissioner would be interested in receiving enquires etc. particularly on speeding issues and would be happy to come along and speak in a future meeting. The Clerk to contact the Norfolk Police regarding this. Consultation will start on Public Space Protection Orders, in regards to where dogs should be on leads etc. The campervan nearby the beach car park has been escalated again by Norfolk CC recently but nothing happened as of yet. The Beach Road stopping up is being designed and won't be ready until next Summer. The District Councillor stated that NNDC were not keen on placing a barrier across the beach because of the commercial fisherman. Cllr Taylor stated that we only have the rod and line fisherman, and divers. The District Councillor to look into this further. The Clerk to contact 'Rocky Bottoms' regarding the idea of the barrier.

4. Planning

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

Not had a response as of yet from NNDC Planning regarding the Maltings Hotel planning application (PF/25/1652), where the Parish Council requested more detail with conditions attached relating to screening, affecting other peoples' amenities and also biodiversity net gain. Both the District Councillor and the Clerk to chase this up, as the consultation expires soon. Also, the District Councillor and the Clerk to chase up NNDC Planning regarding removal of the Parish Council from the title of planning application PF/25/1652.

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

Cllr Buxton stated that the application from the Parish Council to nominate the Methodist Church as an Asset of Community Value has been successful. Now waiting to hear back from the District Council as the methodist

authorities have a right to challenge this decision, but not heard anything back as of yet. They have 8 weeks to challenge but the sale can potentially still go through but after the process. The District Councillor to check into this to confirm this is correct and any further status updates. The Church has offered 130K but there has been a higher bid. It was stated if Cllr Buxton needs any support with this then do speak to his fellow councillors. The Clerk to liaise with a cemetery contact regarding the ashes interred outside the Methodist Church. Cllr Buxton to arrange a meeting with the Church and the Parish Council after additional information has been located.

The District Councillor left the meeting at this point.

5. Cemetery & Churchyard matters

(a) To receive updates on trees

No updates. Cllr V Stubbs to chase.

(b) To receive updates on the current plans

No updates.

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

Cllr Taylor stated that our contractor has offered to cut the other side of the cemetery hedges once per year at £80 plus VAT. This will be completed in February. All **agreed**. Cllr Taylor to liaise with the contractor.

6. Windfarm Developments

To receive updates regarding the offshore wind developments

No updates.

7. Finance

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

I. 23 August 2025

The bank reconciliation and the accounts summary were noted.

(b) To approve the following invoices for payment:

I.	D Futter	Salary for September	£ 490.50
II.	D Futter	Expenses for September	£ 32.96
III.	Butcher Andrews	Legal fees	£ 600.00
IV.	Npower	Streetlighting electricity (Apr)	£ 90.48
V.	Npower	Streetlighting electricity (May)	£ 82.79
VI.	Npower	Streetlighting electricity (June)	£ 73.51
VII.	Npower	Streetlighting electricity (July)	£ 77.84
VIII.	Npower	Streetlighting electricity (Aug)	£ 88.33

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

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

I.	WVHMC	Hall hire (Sept)	£ 20.00
II.	WVHMC	Beach litter pick hall hire	£ 30.00

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

(d) To receive information on other banking options

The Clerk sent a report around to all prior to the meeting.

It was **agreed** for the Clerk to investigate the Co-op Bank account further.

(e) To confirm arrangements for the budget meeting

It was **agreed** for the budget meeting to take place on Monday 24th November. The Clerk to contact Cllr Brown to ask if you would like to attend.

8. Reviewed Policies

To adopt the reviewed policies –

These include - Asset Valuation Policy, Code of Conduct, Equalities Policy, Complaints Procedure, Co-option Procedure, Disciplinary and Grievance Policy, NALC Model Financial Regulations and Standing Orders.

All **agreed** to adopt the reviewed policies.

9. Harry Dawson Playing Field

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

Cllr V Stubbs stated on the fund-raising side the gig for the 11th October is now sold out and the grand draw is selling well. No response from Kompan regarding the outside gym equipment maintenance. It was **agreed** with the support of Cllr N Stubbs that the repairs will be completed by ourselves. The Clerk to check when the next play inspection will be.

(b) To confirm the councillor on the weekly inspections for November and to receive the weekly reports for September

It was **agreed** that November will be completed by Cllr Harrison. The Clerk to send a report template to both Cllr Harrison and Cllr Woodhouse.

(c) To amend current schedule of works for the new Grounds Work and Maintenance contract that will start from 1st November 2025

Some minor amendments to the schedule of works agreed. The Clerk to amend and send information out to the current contractor and two other local businesses.

10. Highways & Footpath matters

(a) To receive updates on verge cutting

Cllr V Stubbs stated that the verges have been cut, but didn't get around to raking.

(b) To receive updates on the VAS reporting

The Clerk received a response from Westcotec stating that the VAS is out of warranty. Cost for an assessment is £45.00 plus if the issue is related to the coin cell, then an additional £7.50 will apply. It was **agreed** for the work to go ahead and Cllr Woodhouse's daughter would deliver the VAS to Dereham. The Clerk to find out if Westcotec would also need our battery.

(c) To receive updates on the Community Speedwatch

The Clerk has responded to Community Speedwatch with three potential training dates and is awaiting a response.

(d) To receive updates on having a speeding survey

No updates.

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

No updates.

(f) To receive updates on the village litter picks

Cllr Buxton stated that 12 people turned up for the litter pick, with a wide area of the beach, the beach car park and the clifftop covered, with less litter picked than in July. Cllr Buxton has written to all who took part in the September litter pick and stated that this will be the last one for this year, and will be updated on future litter picks. NNDC have moved the BBQ bin to a more appropriate spot but are reluctant to replacing the bin at the entrance to the beach, which Cllr Buxton stated is not fit for purpose. NNDC stated if we would like a new bin at this position then the Parish Council would need to pay for this. The Clerk to liaise with the District Councillor regarding a replacement bin of good size in Blakeney. The Clerk to speak to NNDC regarding the Parish Council swapping bins, and will liaise with Cllr Buxton.

(g) To discuss potential bids for the Parish Partnership Scheme 26/27

The Clerk reminded all that any potential bids will need to be sent by early December.

(h) To discuss any outstanding highways issues

The Clerk to report the overgrown pathway and the signs issue on Beach Road to Highways, as not been completed.

11. Allotments

To receive the allotments co-ordinators report

Cllr V Stubbs stated that all plots are full and there are two on the waiting list. The Clerk to send out invoices next week. The overgrown willow has been dealt with.

12. Biodiversity

To receive any updates regarding bio-diversity

No updates.

13. Beach

To receive updates regarding beach matters

Cllr Taylor stated that parts of the beach car park are deep with stones. The Clerk to report this issue to NNDC.

14. Village Hall

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

No report.

(b) To discuss the next newsletter topic

The Clerk to complete a piece regarding a new parish council logo. Cllr Buxton to complete a piece for both a status update on the Methodist Church and the Neighbourhood Plan.

15. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the farmers market for October may not go ahead because of bad weather but would come into the village hall instead. There will be a quiz on the 25th October and the children's Christmas party will be in the next newsletter.

16. Governance

(a) To discuss establishing a Parish Council logo

The Clerk completed a piece for the newsletter. No further updates.

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

Because of the ongoing individual issues, it was **agreed** for the Clerk to contact Norfolk ALC to get a quote for the IT Officer to visit a future meeting to go over these issues.

17. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

Cllr Buxton has spoken to a representative of the History Society who has a filing cabinet with useful information regarding the village. For the time being it was agreed that Cllr Harrison will store away this information until a permanent place is found. Cllr Buxton to liaise with the Village Hall Management Committee.

18. To confirm the date of the next Parish Council Meeting being Wednesday 5th November 2025.

Meeting confirmed. There being no further business, the Chair closed the meeting at 8.45pm.