

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 5th November 2025, 7pm in the Village Hall.

(A large print copy of these minutes can be obtained from the Clerk on request)

Present: Penny Taylor (Chair), Val Stubbs, Robin Woodhouse, Charlie Harrison, Michelle Allard, Nick Stubbs, Neil Buxton and Dan Futter (Clerk & RFO)

Also present: None.

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, the District Councillor and 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 3rd September 2025 and 1st October 2025.

September's draft minutes were approved by all present, and Cllr Taylor signed these off. Some minor amendments regarding October's draft minutes to be made, which will be approved at 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.

Both the District and County Councillors reports were distributed prior to the meeting.

4. Highways & Footpath matters

- (a) To receive updates on verge cutting

No updates.

- (b) To receive updates on the VAS

The Clerk to text Cllr Woodhouse the contact details for Westcotec. Cllr Harrison to take down VAS ready for collection.

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

No updates.

- (d) To receive updates on the village litter picks

No updates.

Cllr Taylor stated that the campervan at the beach has gone but left their memorial garden in place. The District Councillor to help get this removed.

Cllr Buxton stated that the mattress has been removed, but there is a large fly tip on the heath, which has been reported, and will be removed.

- (e) To confirm potential bids for the Parish Partnership Scheme 26/27

The Clerk to check to see if re-gravelling outside the cemetery and repainting the speed signs on the highway are part of the Parish Partnership Scheme.

- (f) To receive updates on streetlighting issues

The Clerk read out some correspondence from the streetlighting contractor, but it was **agreed** to leave this until if raised again.

- (g) To discuss any outstanding highways issues

The Clerk to chase up Highways regarding the Beach Road pathway and signs.

5. Planning

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

None.

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

Cllr Buxton stated that we need to make a decision on if we want to submit an expression of interest by the 15th December. If we are interested then Cllr Buxton proposed this needs to be completed as soon as possible. We then have six months to come up with a bid regarding the funding. The Clerk to contact the Church regarding a face-to-face conversation. It was **agreed** for Cllr Buxton to respond to the District Council with an expression of interest.

6. Cemetery & Churchyard matters

(a) To receive updates on trees

Cllr V Stubbs has resent the enquiry to the Church, who will pass onto the PCC.

(b) To receive updates on the current plans

No updates.

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

No updates.

7. Windfarm Developments

To receive updates regarding the offshore wind developments

Cllr V Stubbs stated we have had no further feedback from Equinor, but after speaking to Nigel Tompkins who stated that they are preparing a response. Equinor have not made a final investment decision as of yet.

8. Finance

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

I. 23 September 2025

The bank reconciliation and the accounts summary were noted. Not received the statement for October.

(b) To approve the following invoices for payment:

I.	D Futter	Salary for October	£ 490.50
II.	D Futter	Expenses for October	£ 69.03
III.	Npower	Streetlighting electricity (Sept)	£ 100.92
IV.	Nathans Gardening	Cems/Churchyard maint (x2mths)	£ 930.00
V.	Secret Gardens	HDPF contract/verges	£ 230.40

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

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

I.	WVHMC	August coffee morning	£ 37.50
II.	PKF Littlejohn	External Audit	£ 252.00
III.	Secret Gardens	HDPF contract/verges	£ 230.40
IV.	WVHMC	Hall hire (Oct)	£ 20.00
V.	D Futter	Further exps for October	£ 5.00
(No postage payment for defaced/barcode removal for an allotments chq)			
VI.	N Buxton	Exps for litter pick meetings	£ 11.87
(Includes - £7.99 for disposable gloves & £3.88 for refreshments)			
VII.	N Buxton	Exps for August coffee morning	£ 30.52
(Includes refreshments, pens and cashbook)			

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

(d) To receive updates on other banking options

The Clerk to investigate further with the Co-op Bank.

9. Harry Dawson Playing Field

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

Cllr V Stubbs stated on the fund-raising from the gig on the 11th October made £1,886.58. It was a great evening and thanked everyone concerned.

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

It was **agreed** that November will be completed by Cllr Harrison and December will be completed by Cllr Buxton.

(c) To confirm the contractor for the new Grounds Work and Maintenance contract that will start from 1st November 2025

We received one quote back from our current contractor, Secret Garden. It was **agreed** that Secret Garden will be the contractor of the new contract moving forward.

10. Allotments

To receive the allotments co-ordinators report

Cllr V Stubbs stated that all plots are full and that the Clerk has sent all the invoices out.

11. Biodiversity

To receive any updates regarding bio-diversity

Cllr V Stubbs stated that the Local Nature Recovery Strategy has been published. There maybe now ways in which Parish Councils can be involved with this, with a meeting taking place about this soon. Cllr V Stubbs is in contact with the Manager of the Norfolk and Suffolk Nature Recovery Partnership so will know if there are anything we can to improve on our biodiversity, which could well have funding attached to this. They have produced a map showing areas that are already good with biodiversity and then overlayed this with areas that could do well with biodiversity, and then made suggestions on how to achieve this. A lot of the land in the area is being worked on in a different way so it will be changing to a more sustainable form of farming. This scheme is being completed in partnership with Natural England so this will be tightly controlled in regards to biodiversity.

12. Beach

To receive updates regarding beach matters

The Clerk read out some correspondence from a resident stating if the Parish Council would like them to attempt to mow the grass bewteen the planted trees in the grass triangle bewteen the roads around the beach car park. It was **agreed** to delay this until Spring time, to be left for environmental reasons.

13. Village Hall

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

Report sent around to all prior to the meeting.

Regarding the 'way forward meetings', it was **agreed** for the Clerk to respond to the VPMC stating that the Parish Council are supportive of the village newsletter, and will add funding to our next budget for this, but would like a more formal meeting moving forward.

(b) To discuss the next newsletter topic

Cllr Buxton to complete any updates on the Methodist Church.

14. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that the indoor craft fair is this Saturday in the Village Hall. The quiz and chips evening went well. Both the Christmas children's party and older peoples party are coming up in December.

15. Governance

(a) To receive updates on a Parish Council logo

No updates.

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

Still awaiting response from Norfolk ALC regarding support costs. The Clerk to find out who completes the Tea and Tech sessions at the Village Hall.

(c) To confirm the Parish Council meeting dates for 2026

The Clerk sent around a list of dates prior to the meeting. All **agreed** with these dates.

16. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

The Clerk to chase up with NNDC regarding the swapping bins enquiry.

17. To confirm the date of the next Parish Council Meeting being Wednesday 3rd December 2025.

Meeting confirmed. There being no further business, the Chair closed the meeting at 8.15pm.