

Weybourne Parish Council

DRAFT MINUTES of the Monthly Parish Meeting held on
Wednesday 4th February 2026, 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, and Dan Futter (Clerk & RFO)

Also present: Three 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 from Cllr Brown and Cllr Buxton.

- (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 December 2025.

December's 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 local groups

None.

- (c) To receive reports from the County Councillor, District Councillor and Police.

The County Councillor stated that his report was circulated prior to the meeting. This included a couple of letters received and then sent on from County Hall in respect of the Governments intention to proceed with Devolution. This has resulted in the Government postponing the Election for this year, though since the report this has been challenged. There is a judicial review on the 18th and 19th February so will know the result post review.

Norfolk County Councils Bus Service Improvement Plan has transformed public transport across the county, driving a 26% increase in passenger numbers since 2022. This makes Norfolk a leading national example for sustainable travel. This was discussed at the Councils Infrastructure and Development Committee on the 22nd January, and this will be delivered by 65 million pounds secured for Norfolk from the Department of Transport. This includes a new and enhanced greener bus service on more than 44 routes across Norfolk, including more evening and Sunday services. The District Councillor stated that we now have a new Local Plan, with the new one starting this June to be finished in 30 months, with consultation periods. It has been proposed in NNDCs budget that the members get £4K community fund to spend on projects in the community. There was a meeting last week with the mobile network operators, and the District Councillor encouraged any mobile productivity questions to be placed via 'Map My Mobile'. There is a lot of investment going in, and its 5G by 2030. This is unsatisfactory as majority haven't got 4G anymore so any questions etc do pass these onto the District Councillor to pass onto the relevant mobile contact. Vodafone and 3 are coming to talk with us in a few weeks' time. Cllr V Stubbs stated that the village had a power cut in January which left all with no mobile phone coverage for a number of hours. The District Councillor asked to feed this back. Ambulance response times for NR25 has been 11 to 17 minutes in the last few months. There will be a 3.8% increase on resort car parking charges. A member of the public asked the District Councillor if concessions for senior citizens could be looked into to encourage car park use. The District Councillor to look into this. Beach Road is not on the consultation portal as of yet, and NNDC will put up the fence between the beach and the lane. The County Councillor to chase the consultation period for this.

The County Councillor left the meeting at this point.

4. Planning

(a) To consider the following planning applications on –

- i. **PF/25/1652 (Reconsultation) - Maltings Hotel, The Street, Weybourne, Holt, Norfolk
Change of use from an agricultural use (currently fallow) to overflow car park
serving The Maltings Hotel**

The Parish Council supports the application in principle but do object to certain areas.

- There should be a condition of approval that no lighting should be installed. It would affect the rural character, neighbouring properties and it will affect Dark Skies.
- Object to the gravel surface, due to access issues with wheelchairs, mobility issues etc.
- There is no bio-diversity net gain.
- Recommend that there is engagement with their neighbours to minimise the disruption of the view of the sea.
- To take into account the objections of the residents in Home Park Rise to the soil mound and hedge screening.

- ii. **PF/25/2397 - 3 Pine Walk, Weybourne, Holt, Norfolk
Sub-division of plot and erection of storey dwelling**

The Parish Council objects to this planning application, because of overdevelopment. Majority of councillors present confirmed to object.

- iii. **PF/25/2770 - Narrougal, Home Farm, Holt Road, Weybourne, Holt, Norfolk
Upgrading of existing access serving properties on Hold Road to include new
tarmac apron and dropped kerb section**

The Parish Council supports this planning application.

(b) To note response to the following planning applications since the last Parish Council meeting

- iv. **PF/25/2644 - Appletons, The Street, Weybourne, Holt, Norfolk
Replacement of existing timber framed windows and doors with PVCu framed
windows and doors**

Responses completed via email as response date was the 29th January and could not get an extension. The result was noted that there was an overall majority of support for the application, with a note stating 'as long as they are in keeping with the surroundings (brown)'. The Clerk emailed the response to NNDC on the 29th January.

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

None.

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

Cllr Buxton sent an update to all councillors prior to the meeting. There were no comments, and will await the Church's response.

The District Councillor left the meeting at this point.
(admin error stating two section 4's on the agenda)

4. Highways & Footpath matters

(a) To receive updates on the Beach Lane Car Park

This was discussed earlier in the meeting.

Cllr N Stubbs to send information for the newsletter regarding the 'Forget Me Not' grant and the Disabled Facilities grant.

The District Councillor stated that there are three dental practices accessible via 111 for urgent appointments.

The District Councillor left the meeting at this point.

The Clerk to send over a status update on the Methodist Church for the Village Hall Newsletter.

(b) To receive updates on the VAS

It was confirmed that the incorrect VAS was taken to Westcotec. Cllr Harrison and Cllr Woodhouse to liaise to make sure the correct VAS is taken. The Clerk to contact Westcotec.

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

It was confirmed that the signposts have not been placed as of yet.

(d) To receive updates on the play area signs

No updates. The Clerk to chase up Norfolk CC Highways.

(e) To receive updates following the meeting with the Police and Crime Commissioner

The meeting had to be cancelled because of sickness. The Clerk to reschedule.

(f) To receive an update on the Community Speedwatch group

Cllr V Stubbs stated because of sickness and lack of numbers there has been none scheduled for the last month. There was a call out in the village newsletter for volunteers but unfortunately no responses.

(g) To discuss any outstanding highways issues

It was confirmed that the pot hole on the Holt Road has been filled in.

5. Cemetery & Churchyard matters

(a) To receive updates on trees

Cllr V Stubbs stated that the Parochial Church Council is concerned about the size of the Beech tree, so they are in discussions regarding if the nearby farmer will object, and will get back to Cllr V Stubbs shortly. If the tree is not planted by February, then it won't be planted at all as it will be too established in its current location. If this is the case then it was suggested to plant a smaller tree, that is good for the wildlife.

(b) To receive update on the cemetery gate post

The Clerk confirmed this has been completed and a photo of the new gate post was sent to all councillors prior to the meeting.

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

No updates.

6. Windfarm Developments

To receive updates regarding the offshore wind developments

Cllr V Stubbs stated that Hornsea 3 has completed the reinstatement of the fields and hedgerows, which is looking good. Not aware of any issues regarding the cable pulling which is going on until March. Equinor to then start at some point.

7. Finance

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

I. 23 December 2025

II. 23 January 2026

The bank reconciliations and the accounts summaries for December and January were noted.

(b) To approve the following invoices for payment:

I.	D Futter	Salary for January & OT	£ 592.69
II.	D Futter	Expenses for December & January	£ 84.25
III.	Npower	Streetlight electricity (Oct)	£ 128.64
IV.	Npower	Streetlight electricity (Nov)	£ 147.29
V.	Npower	Streetlight electricity (Dec)	£ 164.31
VI.	WVHMC	Hall hire (Dec)	£ 45.00
VII.	Bodham VH	Hall hire (remainder fee)	£ 18.00

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

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

I.	D Futter	Laptop security (1 yr)	£ 13.99
II.	Play Inspection Co	Annual playground inspection	£ 136.80

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

(d) To note payments made since the last Parish Council meeting

I.	Nathan Bayle	Cems/Churchyard Maint (Oct-Dec) plus green waste disposal	£ 1,355.00
II.	WVHMC	Hall hire (exps for music evening)	£ 60.00

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

(e) To receive updates on other banking options

This afternoon, the Clerk, Cllr Taylor, Cllr V Stubbs and Cllr Harrison had a meeting with Barclays at the Holt Banking Hub. It was confirmed that both Cllr Harrison and Cllr Woodhouse are both signatories on the mandate, but Cllr Taylor is not. Cllr Harrison was given access to online services. There is no access only for inputting payments, which the Clerk needs, as this comes with access to approving payments. The Clerk to contact both Norfolk ALC and SLCC to

find out if the Clerk can legally have this access. When confirmed then the Clerk to add both Cllr Taylor and Cllr V Stubbs to the mandate. Also, it was agreed to add two further councillors to the mandate, including Cllr Allard (who agreed) and Cllr Buxton (the Clerk to contact for confirmation).

8. Harry Dawson Playing Field

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

Cllr V Stubbs stated off the back of the £8K grant that financial information has had to be submitted via a portal. Three quotes will be needed for the equipment, with Cllr N Stubbs meeting contractors on site. The Clerk to draft an official letter on behalf of the Parish Council stating we acknowledge receipt of the £8K grant and that the Parish Council will be pay £2K towards the equipment, which was raised via various events.

(b) To confirm who will complete the weekly inspections for 2026

It was stated that Cllr Buxton has set up a weekly inspections folder. Cllr V Stubbs to send the Clerk completed forms for January. February as stated in the last meeting to be completed by Cllr V Stubbs and Cllr N Stubbs and March to be completed by Cllr Harrison. Moving forward regarding small jobs to be completed, it was **agreed** to ask the current cemetery and churchyard maintenance contractor if they would like to take on this work. The Clerk to contact.

9. Allotments

To receive the allotments co-ordinators report

No updates.

10. Biodiversity

To receive any further updates on bio-diversity

Cllr V Stubbs sent around information regarding the Upper Bureau of Bladen Conservation Triangle, which everyone stated they were happy with, so Cllr V Stubbs will pass this back to the Conservation group. Cllr V Stubbs recently attended a meeting organised by the Great Collaboration and NALC, which has established the Norfolk Environmental Collaboration. Cllr V Stubbs to attend further meetings and bring anything of value to a future Parish Council meeting. This could be a good way of communicating with other local parish councils regarding biodiversity, especially regarding completing a forum at some point.

11. Village Hall

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

Report sent around to all prior to the meeting.

(b) To respond to the WVHMC regarding the Village Hall extension plans

It was confirmed that the Clerk will respond stating acknowledgement of the extension plan information and will await the planning application paperwork.

(c) To discuss the next newsletter topic

Cllr N Stubbs to complete a piece regarding information on the water, energy social tariffs and the Disabled Facilities Grant. As stated earlier in the meeting, the Clerk to complete a piece on the Methodist Church status update.

12. Weybourne Community Fund

To receive the Weybourne Community Fund report

Cllr Woodhouse and Cllr Allard stated that the Community Fund are looking into new events for this year. The Christmas meal went well, and moving forward there won't be a Farmers Market each month.

13. Governance

(a) To note Cllr Browns leave of absence

Cllr Brown prior to the meeting asked for a leave of absence due to personal reasons. This was noted with no issues.

(b) To receive updates on a Parish Council logo

The Clerk to respond to the local Coastal Art Group organiser stating the Parish Council are looking for a simple black and white or colour graphic design logo, showing different scenes of the village which could include the railway, the sea, the windmill, birds etc.

(c) To discuss applying for a 'Forget Me Not' grant

Cllr N Stubbs to add this information to the newsletter.

14. Correspondence to consider and respond to the following:

Items received since the publication of the agenda

A potential co-option was mentioned, which would be encouraged by the Parish Council.
The Clerk to chase up regarding the next Coastwise presentation.

15. To confirm the date of the next Parish Council Meeting being Wednesday 4th March 2026.

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