



WINTERTON-ON-SEA PARISH COUNCIL

Tel: 07918 978921. Email: clerkwinterton@gmail.com

Chairman: Mark Bobby, Vice-Chairman: *Vacant*

Clerk to the Council: *Jolene Towne*

Interim Responsible Financial Officer: Cllr. D. Clegg.

NOTICE OF MEETING AND SUMMONS TO ATTEND

Councillors are summoned and the press and the public are invited to attend.
a meeting of Winterton-On-Sea Parish Council to be held.

at the Village Hall at 7.30pm on Wednesday 29th November 2023.

Date: 24/11/2023

AGENDA

1. Apologies.

To consider and approve apologies for absence.

2. Declarations of interest.

2.1. Councillors should declare a pecuniary or non-pecuniary interest on any item on the agenda.

2.2. To consider any dispensation requests received.

3. Minutes.

3.1. To approve the minutes of the Council meeting held on Wednesday 25th October 2023.

3.2. To review the Action Log from those minutes.

3.3. Any matters arising from those minutes/actions, other than updates at Item 6, must be tabled for discussion at the discretion of the Chair.

4. Public Participation and Reports

4.1. To receive a report from Great Yarmouth Borough and Norfolk County Councillor James Bensly if present.

4.2. To receive a report from Great Yarmouth Borough Councillor Noel Galer if present.

4.3. Open forum for members of the public.

4.4. Cllrs could briefly present items raised with them, but should always encourage members of the public to raise their own issues in this forum.

5. Councillor Updates (*may be covered in minutes/ action list*)

5.1. Events,

5.1.1. Christmas tree choral event – Harmony Belles have confirmed 12/12/23 at 6.30pm.

5.2. Foodbank Update – *Cllr. D. Clegg*

5.3. To consider Duffles Pond Proposal – *All*

5.4. Resilient Coasts Project Board Meeting – Date for teams meeting set - *Cllr. E. Punchard, Cllr. M. Bobby*

5.5. Remove phone number from car Recreation Ground carpark signage issues – *All*.

5.6. Playing field enhancements and progress – *Cllr L McMahon*

5.7. Church Traffic cone update – *Cllr Clegg*

5.8. ALC Auditor – Any response – *Cllr Clegg*

6. Correspondence, Consultations, and administration.

6.1. Cllr J. Bensly - NCC Updates (4) Available on PC [website](#) (*click on link*) – *No action*

6.2. Discuss request from church to use the recreation ground car park on the evening of 17/12/23 for a music event. *Cllr D Clegg*

6.3. Operation Randall Newsletter received and distributed.

6.4. Complaint received via Website where motorhomes not allowed into the Beach Carpark.

6.5. Consider assisting Church with regards to the grassy slope on way to war memorial which can be classed as a risk of fall. – *Cllr M Bobby & Cllr D Clegg*

6.6. Flegg CLT – Keen to meet with the Council to discuss the aims of the Community Land Trust - *All*.

6.7. Norfolk Befriending Services – Discuss – *All*

6.8. NALC increase in subscription for 2024 - *All*.

7. Proposals and Projects raised in Finance Committee

7.1. To discuss Beach cleaning (Precept funds).

8. Planning.

8.1. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority.

8.1.1. Applications Received

| Reference | Location | Proposal | Type | Date | Status |
|--------------------------------|--|---|--------------------|--|----------------------|
| 06/23/0807/TCA | The Rectory Somerton Road Winterton-on-sea NR29 4AW | Proposed works to trees: T3 - Maple - 9m ht - To raise low canopy to 5m over driveway; T4, T9 - Sycamore - 10.7m ht - To raise low canopy to 5m over driveway | Trees in Con.Area | Received 31-10-23. Decision By 25/12/23 | Undecided |
| 06/23/0694/TRE | Land to East of 12 The Cobbleways | Proposed works to tree (TPO. 15 2023) Sectional fell to round level, grind stump & roots | Works to TPO trees | Received 07-09-23 | Undecided |
| 06/23/0641/HH | 17 The Holway | Proposed front Dormer extension | Householder | 2 Received 3-08-23 | APPROVED 17/11/23 |

8.2. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority after publication of the agenda.

8.3. To receive notification of planning decisions taken by Great Yarmouth Borough Council and the Broads Authority, where applicable. No applicable applications– none affecting Winterton on Sea

9. Financial Matters.

9.1. To note receipts to-date for November 2023

| <u>SOURCE</u> | <u>AMOUNT</u> | <u>DESCRIPTION</u> |
|-------------------|----------------|--------------------|
| Village Hall Hire | £750.00 | VH hire (to 20/11) |
| | £750.00 | |

9.2. To agree the following payments to be made by end November 2023.

| <u>PAYEE</u> | <u>AMOUNT</u> | <u>DESCRIPTION</u> | <u>METHOD</u> |
|----------------|---------------|-------------------------------|---------------|
| Plan | £29.99 | Mobile phone | DD |
| Anglian Water | £6.00 | Allotments | DD |
| Anglian Water | £31.00 | VH sewerage | DD |
| Hugo Fox | £11.99 | Website | DD |
| Octopus energy | £97.29 | VH electric | DD |
| Gardening Svcs | £1,635.00 | Recreation grass | BACS |
| Cllr. McMahon | £32.99 | Football equipment | BACS |
| Cllr. Smithson | £22.49 | Football equipment | BACS |
| Cllr. Smithson | £20.65 | VH fence repairs | BACS |
| Cllr. Clegg | £11.99 | Stationery | BACS |
| Cllr. Clegg | £22.50 | Car park keys | BACS |
| Salaries / NI | £973.71 | Staffing | BACS |
| HMRC | 181.40 | Staffing | BACS |
| Rowland Smith | £410.00 | Village Green/Lawn/Playground | BACS |
| Cllr Clegg | £98.52 | Printer Cartridges | BACS |
| Total | £3,585.52 | | |

- 9.3. To note all invoices for Village Hall Hirers for November have been issued to confirm. – *Cllr D Clegg*
- 9.4. Confirm invoices for the allotments will be issued first week in December 2023, post or hand delivered (if viable) to save cost. *Cllr Clegg*
- 9.5. To Note Scribe Subscription price increase to **£979.20** / year (excl. VAT)
- 9.6. To approve quote for replacement memorial bench from Cyan Teak Furniture @ £495.55 inc delivery
- 9.7. NCF Funding opportunity email received – *All*.
- 9.8. Consider continuing with CAN membership which is due to expire 13/12/23 - *All*.
- 9.9. Letter received from GYBC regarding Concurrent Functions Grant – *Cllr D Clegg*

10. Any other Business for Future Meeting

To note any business for the next meeting of the council.

This will include the council's schedule of policies to consider.

11. The date of the next meeting

To confirm that the **next council meeting will be on Wednesday January 31st, 2024, at 7:30pm.**

To confirm that the **next Finance Committee Meeting will be held on Wednesday December 6th, 2023, at 7:30pm – rather than initially advertised at 6:30pm – Website updated.**

In accordance with the Public Bodies (administration to meetings) Act 1960, the meeting will RESOLVE to exclude the press and public during the following items due to their confidential nature.

12. Quotes and Tenders

- 12.1. To agree both contractors' grass cutting contracts
- 12.2. To agree the Village Hall decorating quote
- 12.3. To agree the Village Hall Wood Painting Quote for Beach Side Road
- 12.4. To agree the Village Hall Noticeboard Quote