



WINTERTON-ON-SEA PARISH COUNCIL

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

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

Clerk to the Council: J Towne

Responsible Financial Officer: Cllr. D. Clegg

MINUTES OF THE MEETING

of Winterton-On-Sea Parish Council held
at the Village Hall at 7.30pm on Wednesday 29th November 2023.

Councillors present: Mark Bobby, Nigel Coe, Dawn Clegg, Emma Punchard, John Smithson

Public present: 1 member of the public, Great Yarmouth Borough and Norfolk County Councillor James Bensly

Minutes taken by : J Towne

Cllr. Bobby welcomed everyone to the meeting & thanked them for their continued support.

1. Apologies.

Apologies were received and accepted from. Cllr. L. McMahon, Cllr. R. Henwood, Cllr. N. Galer

Cllr. M Carr moved an amendment to Item 9. Accepted by the Chair, becoming Item 9.10

Cllr. J. Smithson moved an amendment to Item 9, Accepted by the Chair, becoming Item 9.11

2. Declarations of interest.

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

Cllr. M. Bobby declared interest re: item 12.2 on agenda.

Cllr. Smithson declared interest re: item 5.1.3 on agenda.

2.2. To consider any dispensation requests received. NONE

3. Minutes.

3.1. To approve the minutes of the Council meeting held on Wednesday 25th October 2023.
Councillors AGREED these were an accurate record of that meeting.

3.2. To review the Action Log from those minutes. When reviewing action log, it was agreed:
Action 28-06-2023.1/2 Traffic Management Group – Authorisation given to Cllr. N. Coe to write on behalf of Winterton-on-Sea Parish Council
Action 25-10-2023.1 is closed as food bank has taken place.
Action 25-10-2023.2 is closed as Christmas Choral event has been confirmed for 12-12-2023.
Action 25-10-2023.3 is closed as Christmas Tree has been delivered and installed.
Action 25-10-2023.4 is closed as meeting dates for next Resilient Coasts Project Board Meeting has been obtained.
Action 25-10-2023.5 is closed – Objection raised re planning application 06/23/0694/TRE was issued and the application has been declined.
Action 25-10-2023.6 is closed as quotations obtained for external freestanding village hall noticeboard.
Action 25-10-2023.7 is closed as quotations obtained for treatment of wood cladding the village hall toilet block.
Action 25-10-2023.8 is closed as advertisement of clerk hours has been published.
All other actions are ongoing.

3.3. Any matters arising from minutes/actions, must be tabled for discussion at the discretion of the Chair. None.

4. Public Participation and Reports

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

4.1.1 Cllr. J. Bensly was welcomed.

4.1.2 Cllr. J. Bensly conveyed that Waterstones, Norwich were holding a Giving Tree appeal to support Norfolk's Children in Care – Further information available on WOS Website

- 4.1.3 Cllr. J. Bensly advised Herring Bridge is now open to river traffic with potential opening to road traffic and pedestrians January 2024
- 4.1.4 Cllr. J. Bensly conveyed that Great Yarmouth Minster are holding an Angel Festival December 8th, 2023 @ 6pm to December 15th, 2023 @ 3pm
- 4.1.5 Cllr. J. Bensly advised of several scams being reported with regards to heating schemes. Direct people to the warm and well portal for advice - <https://improvinglivesnw.org.uk/our-work/our-campaigns/warm-and-well/>
- 4.1.6 Cllr. J. Bensly conveyed that GYBC , alongside Caister rural police have launched a Community Alcohol Partnership (CAP) to tackle alcohol misuse , underage drinking and behaviours associated with.
- 4.1.7 Cllr. J. Bensly confirmed the Big Norfolk Holiday Fun winter programme begins on 21 to 22 December 2023 and again on 2 to 3 January 2024. Bookings can be placed here : <https://www.norfolk.gov.uk/what-we-do-and-how-we-work/campaigns/big-norfolk-holiday-fun>
- 4.1.8 Cllr. J. Bensly took time to discuss the road collapse and further erosion which occurred in Hemsby during the weekend of 24/11/23. The safety and accessibility of current homeowners / tenants was discussed along with how to proceed moving forward. Emergency Services are involved with relevant council departments assisting with possible demolitions and rehousing being investigated. There have been complaints received regarding current parking. Cllr. J. Bensly, was asked whether the landowner of the Marrams is involved and co-operating however there has been no engagement forthcoming. Cllr. M. Carr advised that as the Watling Foundation is a charity , assistance from the Charity Commission could be worth pursuing, otherwise Companies House for a Trust or community company.
- 4.2. To receive a report from Great Yarmouth Borough Councillor Noel Galer if present. NOT PRESENT & apologies received.
- 4.3. Open forum for members of the public.
 - 4.3.1 A member of the public advised no further update on the Public Local Inquiry with regards to the footpath from Winterton Valley Estate and Hemsby.

5. Councillor Updates

- 5.1. Events,
 - 5.1.1. Christmas Tree Choral event by Harmony Belles confirmed for 12/12/23 @ 6.30pm – Cllr. J. Smithson / Cllr. N. Coe
 - 5.1.2. Winterton annual community collection for Flegg area foodbank took place . Thank you to all volunteers given . Cllr. D. Clegg reported a good amount was collected however was not as well supported as anticipated . To consider whether to continue for future. Cllr. D. Clegg
 - 5.1.3. Duffles Pond Proposal was considered and Councillors AGREED that a one-off grant of £500 to be issued . **Action - Cllr . D. Clegg**
Proposed by :Cllr. E. Punchard Seconded by: Cllr. M. Carr seconded.
 - 5.1.4. Resilient Coasts Project Board Meeting Date Confirmed . **Action - Cllr. E. Punchard and Cllr. M. Bobby to attend.**
 - 5.1.5. Recreation ground sign has no update at this time.
 - 5.1.6. Playing Field Enhancements. Cllr, J, Smithson confirmed items have been purchased such as goal posts and white line marker and walking football on Sunday mornings has commenced.
 - 5.1.7. Church traffic Cone update given. Church conveyed some people were continuing to park inconsiderately across the disabled drop kerb access. Agreed to issue cones to assist . Cllr. J. Bensly requested that a picture of the area in question be forwarded to him for further consideration and possible addition of signs and H Bar Lines – **Action - Cllr D. Clegg**

- 5.1.8. ALC Auditor update: Cllr Clegg is in contact with Norfolk ALC but no name has yet been passed to her for appointment. She will pursue this for the next meeting.

6. Correspondence, Consultations and administration.

- 6.1. Cllr J. Bensly - NCC Updates (4) Available on PC website (*click on link*)
- 6.2. Request from Church to use Recreation Ground Car Park on the evening of 17/12/23 for a music event was considered and agreed with a key to be temporarily loaned for this event – **Action – Cllr. D. Clegg**
- 6.3. Operation Randall Newsletters uploaded to Website.
- 6.4. Complaint via Website regarding Motorhomes parking acknowledged with response issued by Clerk J Towne. Councillors made clear they had no influence in this matter.
- 6.5. Risk of Fall on grassy slope on way to war memorial at Church discussed . Further correspondence to church to be distributed – **Action – Cllr. M. Bobby**
- 6.6. Flegg CLT would like to meet to discuss Community Land Trust – Agreed to invite to next meeting for allocated 10-minute slot – **Action – Clerk J. Towne**
- 6.7. Norfolk Befriending Service – Considered and agreed to advertise via website and social media accounts – **Action – Cllr. D. Clegg and Clerk J Towne**
- 6.8. NALC increase in subscription considered and agreed.

7. Proposals and Projects raised in Finance Committee

- 7.1. Beach cleaning (Precept funds) to be discussed in January meeting due to current consultation on removal of concurrent functions. Deferred

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 or updated

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 No objection from WOS PC
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	DECLINED – Discussion regarding removing concrete from base of tree – Action – Cllr E Punched to contact Cllr. J. Bensly
06/23/0641/HH	17 The Holway	Proposed front Dormer extension with Juliet balcony	Householder	2 Received 23-08-23	APPROVE 17/11/23

- 8.2. No applications received from Great Yarmouth Borough Council and the Broads Authority after publication of the agenda
- 8.3. No relevant planning decisions taken by Great Yarmouth Borough Council and the Broads Authority, for notification.

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	

Extra income of £90 VH hire received up to 29/11

9.2. To agree the following payments to be made by end October 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
Eddies 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	Stationary	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		NB. Not all debits paid at time of agenda	

Paid following agenda being issued:

<u>PAYEE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>METHOD</u>
Winterton PCC	£1,300.00	Concurrent function monies	BACS
Wrentham Trees	£117.00	Christmas tree	BACS
Total: £1,417.00			

Council APPROVED ALL Receipts and Payments.

9.3. To note all invoices for Village Hall Hirers for November have been issued. – Confirmed

9.4. To note invoices for the allotments will be issued first week in December 2023, post or hand delivered (if viable) to save cost. To note, for comparison, Martham Parish Council Allotments are priced from £52 per plot per annum.

9.5. To Note Scribe Subscription price increase - Your new subscription fee for *Accounts*, *Bookings* will increase which results in an Annual Subscription of **£979.20** / year (excl. VAT)

9.6. Quote considered and APPROVED for replacement memorial bench from Cyan Teak Furniture @ £495.55 inc. delivery. Bench to be maintained by Duffles Pond Volunteer Group

Action – Cllr L. McMahon

- 9.7. NCF Funding opportunity email received – Considering possibility of applying to Sheringham Shoal Community Fund / Or other – **Action – Cllr. J. Smithson**
- 9.8. Considered and APPROVED continuing with CAN membership which is due to expire 13/12/23 – **Action Cllr. D. Clegg**
- 9.9. Letter received from GYBC regarding Concurrent Functions Grant – Form to be completed and returned . Cllrs D. Clegg & M. Bobby attended meeting in regard to CFG. Note possibility of removing parks and open spaces. This will significantly impact funds, warned Cllr. Clegg.
Action Cllrs D. Clegg & M. Bobby
- 9.10. Addition to agenda at meeting – Fisherman's Green Wall Repairs – Quotations have been obtained and discussed. Taking into consideration that no meeting takes place in December , Councillors were asked to consider approval to allocate funds of £1300 to be available to ensure works can commence promptly. **APPROVED**
Action – Cllrs. M. Bobby & D Clegg
- 9.11. Addition to agenda at meeting – Recreation Ground Changing Rooms were assessed to see whether they are salvageable. It was agreed that they may be with a proposal for a false roof, made watertight with new fascia boards and felt installed. Predicted lifespan of 10 to 15 years . Confirmation required from Cricket Club of their intention to paint the changing rooms if Parish Council fix the current roof. Further quotes to be obtained for consideration.
Actions - Cllrs M. Bobby & J. Smithson

10. Any other Business for Future Meeting

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

Cllr. Carr asked Council to vote on changing the date of the next council meeting (planned for 31st January 2024) as this will be too late for Council to vote on the submission for the 24-25 precept funding. Councillors unanimously AGREED to change the date. Website to be updated to reflect, **J Towne will action.**

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

11. The date of the next meeting

The next council meeting will be on Wednesday January 24th, 2024, at 7:30pm.

The next Finance Committee Meeting will be on Wednesday December 6th, 2023, at 7:30pm

In accordance with the Public Bodies (administration to meetings) Act 1960, the meeting RESOLVED to exclude press and public for the following item due to its confidential nature.

12. Quotes and Tenders

- 12.1 Contractors Grass Cutting Contracts considered and one APPROVED as council determined they provided best value for money. Consider possible requirement for additional works after grass cutting concurrent funding has been budgeted for. **Action – Cllr D Clegg**
- 12.2 Village Hall Decorating Quotes were considered – one APPROVED in the amount of £1,600 ,after taking into account costs and recommendations. It was noted that should any further issues or repairs be needed once the contractor started these would be an added cost. NB. As per 2.1 Cllr. M. Bobby abstained from vote - **Action – Cllr D Clegg**
- 12.3 Village Hall Wood Painting Quotes for Beach side Road considered and one APPROVED in the amount of £668.
Action – Cllr D Clegg
- 12.4 Village Hall Noticeboard Quotes considered and one APPROVED in the amount of £885
Action – Cllr D Clegg & Cllr. R. Henwood

Cllr. M. Bobby noted that he was pleased that every effort was made to source local suppliers, and that local suppliers were meeting Council's value for money standards.

MEETING CLOSED 9.10PM