

**Minutes of the Meeting of Winterton-on-Sea Parish Council
Wednesday 20th February 2019 7.30pm Winterton-on-Sea Village Hall**

Present: Eric Lund (Chairman)
John Allen
Mark Bobby
Simon Bowman
Nigel Coe
Roger Jarvis
Alec Sutton
Catherine Moore (Parish Clerk)

Also attended: 7 members of the public.

1. Apologies

Apologies for absence were received from Annie Baker. Noel Galer (Borough Councillor) also sent his apologies.

2. Declarations of Interest and Applications for Dispensation

None.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 16th January 2019 were **agreed** and signed by the Chairman.

4. Update on matters arising from the minutes

None.

5. Public Participation

Standing orders were suspended to allow Borough and County Councillors, and members of the public to speak.

a) Public Participation

A member of the public asked why the Council had not appointed a representative to the Patient Participation Group. It was confirmed that no-one had come forward, and that the Council would seek to appoint after the election in May.

A member of the public asked whether the road outside the Post Office and the village hall could be gritted. It was confirmed that grit bins were provided for the public to use, and that gritting was determined by Norfolk County Council. The Clerk was asked to enquire whether this could be considered for the next Winter Maintenance Plan. **Clerk**

A member of the public reported a variety of dead animals on the beach. Borough Councillor James Bensley agreed to report this, noting that swifter action could be taken if it was reported directly to the Borough Council.

b) Borough Councillors

James Bensley reported that a fund of £150K had been agreed for coastal communities for coastal protection, which could be used in an emergency.

c) County Councillor

Ron Hanton had sent a report ahead of the meeting. He added that Norfolk County Council had increased their share of the council tax by 2.99%, which was around £39 on a Band D property.

Standing orders were reinstated.

6. Councillor Vacancies and Co-Option

The Chairman noted that there remained one vacancy on the Council.

7. Planning

a) Applications Received

- i) 06/19/0027/F Beach Road Cafe and Car Park: Renewal of planning permission
06/14/0167/F - Change of use of part of land (car park) for mobile catering units.
It was noted that this would only be implemented if the cafe was lost to the sea, and would involve mobile catering vehicles which would be moved off site each evening. It was **agreed** to support the application. **Clerk**

- ii) 06/18/0699/F High Barn Farm, Edward Road: Construction of temporary mobile home. Maintained for the duration of building works on site in connection with planning consent 06/13/0506/F.
There were no objections to the proposal. **Clerk**

b) Planning Decisions

None.

8. Correspondence and Consultations

a) Broads Local Plan Examination Consultation

The consultation was open until 15th March 2019 and further information was available from the Clerk.

b) Norfolk Playing Field Association AGM

This would be taking place on 28th February 2019 and further information was available from the Clerk.

c) Village Hall Parking

Two letters had been received regarding the lack of parking outside the village hall. It was confirmed that this was common land, and that the Council had no jurisdiction or powers to prevent anyone from parking. A representative of the Village Hall Committee had replied to the letter where an address had been given.

d) Election Nomination Papers

These had been circulated to councillors and made available on the website. Nominations could be taken to Great Yarmouth between 21st March and 3rd April.

9. Finance

a) Receipts, Payments, and Bank Reconciliation

Receipts of £2,002.46 and payments of £6,860.23 were made in January 2019. The bank balances at 31st January 2019 were:

- Current account - £5,165.28
- Deposit account - £56,177.95

This included the ring-fenced Village Hall balance of £22,212.66.

b) Scribe Accounting Package

It was noted that the Scribe Accounts licence would cost £283 for the year. It was felt that the accounts could be adequately managed in Excel, and **agreed** **Clerk**

not to renew for 2019/20.

c) Accounts for Payment

It was **agreed** to pay the following accounts:

C Moore	Salary February 2019	£967.57
HMRC	PAYE & NIC	£97.74
Norfolk Pension Fund	Superannuation	£295.11
K Brown	Bus Shelter Cleaning	£40.00
P Lynham	Bus Shelter Cleaning	£40.00
E Lund	Newsletter Boxes	£29.00
Norse Eastern Ltd	Newsletter Printing	£355.20
Winterton-on-Sea PCC	Church Rooms Hire	£14.00
Society of Local Council Clerks	Practitioners Conference*	£339.00
C Moore	Expenses	£130.97
Virgin Mobile	Mobile Contract	£6.38
Utility Warehouse	V Hall Electric	£72.99
EPS Ltd	V Hall Electrical Testing	£228.00
	TOTAL	£2,615.96

* £65 to be reclaimed from Clerk's other councils.

10. **Committees and Advisory Groups**

a) Village Hall Management Committee

A suggestion had been made that the village hall bookings could be managed with the use of a single point of contact (PAYG mobile phone) which could be handed over with the diary when the bookings representative was away. It was **agreed** that this could be purchased.

Clerk

b) Safer Neighbourhood Action Group

Roger Jarvis reported that he had attended the January meeting, and that the Police had spoken with the drivers of the tractors that had caused concern previously. Speeding had been raised as an issue, especially in Bulmer Lane. Discussion had taken place about splitting out the northern parishes for SNAP, an invitation to a meeting had been received but it wasn't clear whether this was from the Police.

c) Patient Participation Group

There was no representative for this.

d) Allotment Advisory Group

Annie Baker had sent a report to the meeting. She noted that:

- The tree works were scheduled for the following week, and help would be needed to get the chippings to the Pond. Contact had been made with the keyholder for the height barrier.
- A plaque to Mr Barnes had been agreed and a tribute would be included in the next Winterton Newsletter.
- A skip had been ordered and a cheque for £176 would be required.
- An allotment meeting needed to be scheduled.
- There were three vacant allotment plots, with one more to renew, and one letter sent out to an allotment holder who may not have received the renewal documents. It was **agreed** that the Clerk would write to the holders of the neighbouring plots to see whether they wished to expand, and if not would write to Hemsby Parish Council to offer them there.
- The progress on the water supply was noted.

Clerk

e) Playing Field Management Committee
Eric Lund reported that the architect had been appointed and would be making a survey visit on Tuesday. It was hoped that initial drawings would be available for the meeting on 10th April.

f) Neighbourhood Plan Steering Advisory Group
The Chairman reported that the Group would be meeting next week to discuss the consultation outcomes. There may be a short pause on the Plan in the lead up to the elections due to Purdah.

11. **Other Matters**

a) Quotations for Grounds Maintenance

One quote had been received for playground maintenance at £567.00, it was **agreed** to go ahead with this.

Three quotes had been received for the playing field grass cutting, and it was **agreed** to go ahead with the quote for £2,550.00.

Clerk

b) Erosion Update

The Chairman reported that the car park was privately owned and was getting smaller. Natural England were being supportive and understanding about the need to utilise some of the SSSI for car parking. The owner of the car park was going to make one last effort to bring in sand to bolster what was there, but was waiting for the end of the winter weather. It was noted that rope was now being used instead of plastic netting to keep the public out of unsafe areas. The toilets were serviced by the cafe owners in the winter, which could be a problem if the cafe was lost.

c) Beach Road Parking Update

The Chairman noted that the summer parking restrictions would shortly be in force, and would therefore just continue into winter.

d) Dunerunner Update

The Chairman had attempted to make contact with the organiser but was not receiving any response. He would continue to try.

e) Newsletter Response

It was noted that there had been many favourable comments about the new format of the newsletter, and that it was readable and appealing. The format would be developed, with more contributors and advertisers.

12. **Action Log**

The action log was noted, and outstanding actions would be chased. It was **agreed** to add:

- The Clerk was asked to chase up the King Street sign. A street name for King's Corner was also requested as delivery drivers were struggling to identify that area.
- The Clerk would be taking pictures of the Martham village green wheelchair access for NCC shortly. It was noted that dog fouling was an increasing issue on the village hall green, and the Clerk was asked to put something in the next newsletter asking holiday let owners to provide dog bags and a reminder to holidaymakers.
- The replacement of the Beach Road bollards was complete.

Clerk

Clerk

13. Councillor Feedback and Items for Next Agenda

It was noted that contractors on The Holway had made a mess of the grass verge and concrete, and left litter. This was reported but with little interest.

14. Date of next meeting:

- Wednesday 20th March 2019, 7.30pm, Village Hall.

The meeting closed at 9.05pm.

CHAIRMAN