

**Minutes of the Meeting of Winterton-on-Sea Parish Council
Wednesday 17th October 2018 7.30pm Winterton Village Hall**

Present: Eric Lund (Chairman)
Mark Bobby
Roger Jarvis
Catherine Moore (Parish Clerk)

Also attended: 5 members of the public.

1. Apologies

Apologies for absence were received from Annie Baker, Simon Bowman and John Allen.

2. Declarations of Interest and Applications for Dispensation

None.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 18th September 2018 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 whether there was any news on the disability access to the green. It was confirmed that this was on the action log.

A member of the public asked how the changes to the Beach Road parking restrictions were progressing. The Chairman replied that he had been informed by the legal people that this may be several more months, however permission had been given to use more police cones.

A member of the public reported that a number of wooden posts on Beach Road were missing. These would be reported.

A member of the public reported that a piece promoting 'In Bloom' had been submitted for the newsletter.

Clerk

b) Borough Councillors

Not present.

c) County Councillor

The Chairman read a report from Ron Hanton.

Standing orders were reinstated.

6. Councillor Vacancies and Co-Option

Two candidates had come forward expressing an interest in becoming councillors. With three vacancies available, it was **agreed** to co-opt Nigel Coe and Alec Sutton to the Council, proposed by Eric Lund, seconded by Mark Bobby, all in favour. The meeting was adjourned to allow the Declaration of Acceptance of Office to be signed, after which the two new councillors took their

seats for the remainder of the meeting.

7. Planning

a) Applications Received

i) None.

ii) Revised Plans Received

06/18/0487/F Poppys, Beach Road: Proposed change of use and single storey rear extension to form tea room.

Mark Bobby briefed Council on the revision to the application, noting that it did not change the potential number of covers. It was noted that Highways had not objected. It was **agreed** that the Chairman would formulate a response for the Clerk to submit the following day.

EL / Clerk

b) Planning Decisions

None.

8. Correspondence and Consultations

a) The Broads Society

An invitation had been received for the Parish Council to join The Broads Society at £16.00 per year. It was **agreed** that the Council would subscribe.

Clerk

b) Highways Rangers Visit

The Clerk noted that the Highways Rangers would be visiting shortly, and asked for any small highways works requests to be sent to her.

ALL

9. Finance

a) Receipts, Payments, and Bank Reconciliation

Receipts of £1,008.16 and payments of £2,440.84 were made in September 2018. The bank balances were:

- Current account - £4,055.81
- Deposit account - £50,131.61.

b) Accounts for Payment

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

C Moore	Salary	£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	£40.0
K Jones	Ground Maintenance - Aug 2018	£83.50
P Carver	Beach Cleaning	£178.00
Winterton PCC	Half Year Church Maint.	£1,300.00
Norse Eastern Ltd	Playing Field Grass	£92.57
GYBC	Newsletter May - July 2018	£315.12
Skippers Print & Design	Newsletter August & Sept	£242.40
Information Commissioner	Annual Registration	£35.00
E Lund	Adaptor Cable	£8.99
E Lund	Chairman's Allowance	£180.00
Virgin Mobile	Mobile Phone Contract	£6.38
Virgin Media	Mobile Phone Handset	£6.00
Small Fish	Neighbourhood Plan	£1,680.00
C Moore	Expenses	£23.35
Norse Commercial Services	Play Eqt Repair / Plaque	£98.89

- c) Quarterly Budget Monitoring
The Clerk presented the half year budget monitoring position.
10. **Committees and Advisory Groups**
- a) Village Hall Management Committee
- i) Chris Barlow, Chairman of the Committee, reported that a busy period was coming up with the Salvation Army Appeal (22nd November) and the Christmas Fayre (2nd December 12noon - 4pm). Plans for these events were progressing well.
- ii) Review of Terms of Reference
The proposed changes to the terms of reference were presented and **agreed**.
- b) Safer Neighbourhood Action Plan
Roger Jarvis would be attending the meeting the following day. Caister Police Station had now closed.
- c) Patient Participation Group
A representative was needed for this.
- d) Allotment Advisory Group
Nothing new to report.
- e) Playing Field Management Committee
The Chairman reported that the Committee had met the previous week, and would be looking to get plans drawn up and grant funding in place. The contents inventory was being agreed. The facilities would not be hired out until the build was completed. The Clerk confirmed that the existing changing rooms were on the insurance.
- f) Neighbourhood Plan Steering Advisory Group
The Chairman reported that the consultation was booked for 26th November and posters would be put up around the village. It would also be displayed on the front of the next newsletter. The Chairman would be circulating details of the event to the Committee. **EL**
11. **Other Matters**
- a) Meeting Dates 2018/19
A programme of meeting dates was presented and **agreed**. **Clerk**
- b) Asset of Community Value Update
The Clerk reported that the Village Hall had been listed as an asset of community value.
- c) Parish Council Elections
The Chairman reported that Great Yarmouth Borough Council were considering bringing parish elections in line with the rest of the County, therefore bringing forward to May 2019. A consultation would take place on this.
- d) Hoops for Litter Pickers
A request had been made to supply some hoops for bags for the litter pickers. It was **agreed** that 12 would be purchased. **EL**

12. Action Log

The action log was noted, and outstanding matters would be chased.

13. Councillor Feedback and Items for Next Agenda

None.

14. Date of next meeting:

- Wednesday 21st November 2018, 7.30pm, Village Hall. Mark Bobby gave his apologies.

The meeting closed at 8.35pm.

CHAIRMAN