

**Minutes of the Meeting of Winterton-on-Sea Parish Council
Wednesday 21st November 2018 7.30pm Winterton Village Hall**

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

Also attended: 4 members of the public.

1. Apologies

Apologies for absence were received from Ron Hanton (County Councillor) and Gary May (Norfolk Police).

2. Declarations of Interest and Applications for Dispensation

None.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 17th October 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

Eric Lund reported that he had been advised by the owner of the beach that a daily watch was being kept on the beach levels and weather conditions as the beach was at its lowest since New Years Day. The owner was preparing to demolish the cafe structure and expected to lose part of the car park over the winter. She did have planning permission to site mobile instead of the building, so it was hoped that some form of this important community asset would be retained.

b) Borough Councillors

Not present.

c) County Councillor

Not present, a report had been circulated to councillors.

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) None.

b) Planning Decisions

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

APPROVED

8. Correspondence and Consultations

a) Great Yarmouth Third River Crossing

It was noted that the consultation had been extended to 9th December, and the consultation document was available to view at the meeting.

b) Parish Council Elections

The Borough Council was consulting on moving affected parish councils to have their elections in line with the Borough instead of in thirds, with the choice of electing in May 2019 or May 2023 (the next election being due May 2020). It was **agreed** to respond saying that the Council would be happy to move the election to May 2019.

Clerk

c) Norfolk County Council Budget 2019/20

NCC were consulting on their proposals to save £79M over three years, and bridge the £45.98M gap in funding. The link was available for councillors to view.

d) Community Kitchen

Standing Orders were suspended to allow a representative of Top Banana to address the Council.

A request had been received to bring the Community Kitchen project to Winterton, which focussed on reducing social isolation and providing activities to people of all ages. While it was felt that Winterton had a number of thriving community organisations, it was acknowledged that all opportunities should be considered, and the Council was supportive of the concept. Top Banana were offered a free advert in the next newsletter to promote their scheme.

Standing Orders were reinstated.

9. Finance

a) Receipts, Payments, and Bank Reconciliation

Receipts of £65.29 and payments of £5,608.44 were made in October 2018. The bank balances were:

- Current account - £2,717.24
- Deposit account - £46,131.61

b) Accounts for Payment

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

C Moore	Salary November 2018	£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
Skippers	Newsletter	£170.95
K Jones	Ground Maintenance - Oct 2018	£189.25

Norse	Playing Field Grass	£92.59
The Broads Society	Subscription	£16.00
E Lund	Key Safe & Litter Picking Eqt	£101.36
Winterton Film Society	Refund re: Eqt Install	£550.25
Winterton In Bloom	S137 Donation	£250.00
C Moore	Mileage & Expenses	£23.28
Virgin Mobile	Mobile Phone Contract	£6.38
Virgin Media	Mobile Phone Handset	£6.00
Skippers	Neighbourhood Plan Printing	£156.40
C Moore	Laminator & Pouches	£37.13
	TOTAL	£3,040.01

The following payments were approved for release on 19th December 2018:

C Moore	Salary November 2018	£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
	TOTAL	£1,440.42

10. Committees and Advisory Groups

a) Village Hall Management Committee

Chris Barlow, Chairman of the Committee, reported that the Salvation Army collection would be taking place the following day, and that the Christmas Fayre plans were coming together well. She reported that the Committee had produced their budget for 2019/20, and recommended to Council that the cleaner's rate be increased to £9/hour therefore £702/year (£58.50/month) which was **agreed**. The Committee had asked Keith Jones to look at the tin sheds with a view to treating and painting the roofs.

b) Finance Advisory Group

The group had met earlier in the week and the following recommendations were **approved**:

- Reappointment of Keith Jones to village maintenance contract, and Pat Carver to beach cleaning contract. Grass cutting contracts to go out to tender.
- No change to allotment or playing field charges, however allotments to be re-measured and fees reviewed in 2019.
- Appointment of Pauline James as Internal Auditor.
- Continue with current banking arrangements with Unity Trust, closing the Village Hall Santander account to merge with the Unity Trust account.
- Approve the budget for 2019/20 as drafted, with a precept of £31,493 representing an increase of 20.39% (£54.77 Band D), proposed by John Allen, seconded by Alec Sutton, all in favour.

Clerk

c) Safer Neighbourhood Action Plan

Roger Jarvis reported that the last meeting discussed the replacement for ASBOs as a different means of dealing with anti-social behaviour. Each area identified its own problems, with this locally being tractors. Drug use in Caister and Yarmouth continued to be a problem, as was speeding. It was **agreed** that the Council would look again at whether a Speedwatch group could be put together in Winterton, with an advert being put in the newsletter.

EL

- d) Patient Participation Group
There was no representative for this, and meetings took place in Beccles. The Chairman would circulate the regular updates he received.
- e) Allotment Advisory Group
Annie Baker reported that she had hosted a meeting of the allotment holders, and presented the following recommendations:
- A skip be provided for non-combustible waste in the spring, as many new allotment holders were entering plots with a great deal of rubbish on them. **AGREED** as a one-off. **AB**
 - Merge plots 68, 70 & 71 into one plot at £15, due to the shade, to be numbered 68. **AGREED** **Clerk**
 - Arrange for Graham Watson to attend to advise on minor work to trees and hedges surrounding allotments, including the willow overhanging from the playing field. **AB**
 - Review signage at Duffles Pond to ensure risks are mitigated. **AB**
 - Fund a plaque to Peter Barnes for the boat planter at Duffles Pond. **AB**
 - **AGREED** **AB**
 - Investigate bringing water into the allotments. **AB**
 - Investigate whether locating a dog bin in Low Road would be possible for GYBS in terms of emptying.
 - Approve annual budget for Duffles Pond maintenance - **APPROVED** £200 as part of earlier budget setting.
- f) Playing Field Management Committee
Eric Lund reported that meetings were taking place with architects to get prices for the planning permission to be obtained for the changing rooms. The Clerk was asked to chase up the funding application for this. The small container at the playing field had been agreed to be taken away, and the contents (football-related) were being offered for free to local groups. **Clerk**
- g) Neighbourhood Plan Steering Advisory Group
The Chairman reported that the consultation was ready for 26th November and that the materials would be put onto the website by Friday.
11. **Other Matters**
- a) Wheelchair Access onto Grassed Areas
Enquiries were being made about this, and Norfolk County Council would need to be approached as the owners of the land, to request permission for any scheme to take place.
- b) Parish Online Subscription
The Clerk requested a subscription to the above mapping servicing, noting that she used it frequently. This was **agreed**. **Clerk**
- c) Parish Council Newsletter; and Website
The Chairman outlined the Clerk's proposals to revamp the newsletter, moving to a bi-monthly, more community-focussed publication. It was **agreed** to take the approach within the report. It was **agreed** to purchase boxes to assist with the distribution of newsletters to deliverers at a cost of around £70. **Clerk EL**
The Clerk noted that there was currently a charge for the website of £30/year, increasing to £40/year from 2019/20, and noted that she used a free website from HugoFox for her other councils, with the web address purchased for £69 for

10 years. It was **agreed** to move the website to the HugoFox platform.

Clerk

12. Action Log

The action log was noted. It was confirmed that the missing posts in Beach Road had been reported, and that permission had been given for 'No Waiting' bollards to be deployed by Friends of Horsey Seals when the roads were busy. Street light outages had been noted and reported.

13. Councillor Feedback and Items for Next Agenda

The grit bins needed filling.

14. Date of next meeting:

- Wednesday 16th January 2019, 7.30pm, Village Hall. Alec Sutton gave his apologies.

The meeting closed at 9.40pm.

CHAIRMAN