

**Minutes of the Meeting of Winterton-on-Sea Parish Council
Thursday 28 November 2019 7.30pm Winterton-on-Sea Village Hall**

Present: Cllrs Nigel Coe
Emma Punchard
Mark Bobby
John Smithson(Part)
S. Kent (Acting Parish Clerk)

Also attended: 20 members of the public.

Apologies: Cllr Marie Hartley

1. Election of Chairman

Mark Bobby was elected as Chairman for the meeting only, proposed by Nigel Coe, seconded by Emma Punchard, all in favour.

2. Apologies

Apologies for absence were received from Marie Hartley.
Resignation from Linda Cook was accepted.

3. Declarations of Interest and Applications for Dispensation

There were no declarations of interest.

4. Minutes of the Previous Meeting

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

5. Update on matters arising from the minutes

- a. **Dogs on Leads signs** - Photos circulated to Clerk of proposed location. Letters sent.
- b. **Beach Road parking restrictions** - awaiting approval NCC Officer.
- c. **Newsletter** - in progress and will include Committee meeting dates moving forward.
- d. **NCC status on 'Passing Place' sign** (The Holway) completed.
- e. **Bench on Village Green** - Council informed that it had been replaced by Winterton in Bloom.
- f. **Enclosing Bus Shelter** - request sent to GYBC.

Clerk

6. Co-option to Vacant Positions

It was noted that there were now five vacancies, of which two could be co-opted to. It was **agreed** to co-opt John Smithson, proposed by Emma Punchard, seconded by Nigel Coe, all in favour. The meeting was suspended while John signed the Declaration of Acceptance of Office and took his place at the meeting.

7. Public Participation

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

Mark Bobby read highlights of report sent by Councillor Ron Hanton which included details of the NCC 'Environmental Policy' available online.

- a) Public Forum
A member of the public enquired about a bench missing from the main Green. Cllr Coe advised that there used to be one which had been vandalised. The Clerk agreed to look on the asset register to see if this was previously a Council asset. A member of the public made a request for lighting to be inspected at the rear of the Village Hall. **Clerk Clerk**
- b) Cllr Smithson raised the matter of a derelict property. The Chairman requested the details to be submitted to the Clerk formally . **Cllr JS**
- b) Borough and County Councillors
Not present.
Police not present update sent by email: Speed enforcement had taken place in Bulmer Lane-five people given 'words of advice'.
Cllr Punchard raised concerns about young cyclists riding from Winterton to Hemsby and Somerton without lights. A request to inform local Police was raised. **Clerk**
- Standing orders were reinstated.*
8. **Planning** Applications received:
- a) **06/19/0588/F:** Single storey extension, Sunny Lodge, Bush Road.
Council response - No objection.
06/19/0567/F: Side extension and side alterations, 4 Bulmer Lane.
Council response - No objection.
- b) Planning Decisions:
06/18/0714/CU: Winterton First School change of use. **APPROVED**
9. **Correspondence and Consultations: Noted.**
- UK Parliamentary Elections Thursday 12 December 7.00am-10.00pm.
 - Outcome of Great Yarmouth Environment Committee paper for Hemsby project.
 - Council ward boundaries for Norfolk consultation extension.
 - Norfolk County Council - Budget Consultation 2020/21.
 - Supplementary Planning Document North Quay to 24 November 2019.
10. **Finance**
- a) Receipts, Payments, and Bank Reconciliation - January meeting. . **Clerk**
- b) Accounts for Payment
It was **agreed** to pay the following accounts:
- | | | |
|----------------------|-----------------------------|-----------------|
| Clerk | Salary November 2019 | £782.27 |
| Caretaker | Salary November 2019 | £315.00 |
| HMRC | PAYE & NIC | £65.64 |
| Norfolk Pension Fund | Superannuation | £306.42 |
| Hugh Crane | Cleaning | £305.47 |
| Clerk | Expenses | £20.00 |
| Caretaker | Expenses | £10.20 |
| J.G Carpentry | Village Hall | £382.50 |
| Flame-skill | Cricket Pavilion | £274.12 |
| Norse Eastern Ltd | Newsletter Printing | £97.20 |
| Vortex Grounds | Playing Field Grass Cutting | £255.00 |
| Keith Jones | Maintenance | £1250.00 |
| Wrentham Xmas Trees | Village Christmas Tree | £95.00 |
| | TOTAL | £4301.82 |

- 11. Village Hall**
- 1. Maintenance and Improvement** - List of improvements from previous meeting
-in progress **Clerk**
- 2. Events and Fundraising**
- a. Christmas Fair - Cancelled
- b. Salvation Army - collection on 21 November has been a great success with hard working volunteers being invited by Major to visit their new head quarters when they open to see how people are helped with donations.
- 3. Cadets** - request for permission to stay overnight in the Village Hall in an emergency as the cadets will be camping overnight. The hall in the past has been used as an emergency action unit for first aid and recovery of cadets if needed to be collected by parents and if the weather turns bad. The exercise is running from 0900 hrs Saturday on the 30th November to 1200 hrs Sunday the 1st December. It was **agreed** proposed Nigel Coe, seconded John Smithson, all in favour to allow use of the hall in an emergency with the proviso that consideration was given to the local residents with respect to noise levels and the use of lights.
- 12. Committees and Advisory Groups**
- a) Councillor Responsibilities - vacancies were noted to be discussed again in the January meeting with possible addition of new Cllrs. **Cllrs**
- b) Village Hall Committee
- The Chairman stated that no further applications had been received.
- The Clerk was working with the Caretaker and managing hall bookings at this time with decisions being brought to Full Council for consideration.
- Governance:** Further investigation required due to Village Hall status. **Clerk**
- The Chairman wished to express gratitude to all involved with ongoing support for the hall.
- c) Allotment Advisory Group
Cllr Punchard had arranged to meet with a small group of parishioners on Monday 2 December to establish what they need with the suggestion of forming a group. **Cllr EP**
- d) Playing Field Management Committee
Action from previous meeting - it was **agreed** to set a site visit date for prospective contractors and go out to tender. Investigate current position with Cllr Hartley. **Clerk**
- e) Neighbourhood Plan Steering Group
The Chairman reported that the draft Plan had been approved and that the Regulation 14 consultation would be taking place from Monday 2nd December 2019 to Sunday 12th January 2020. A consultation open afternoon would be scheduled in the forthcoming weeks. **Clerk**

13. Reports from Representatives on Outside Bodies

a) Safer Neighbourhood Action Panel

Next SNAP meeting 7pm on 20 January 2020 at Caister Council Hall - noted.

b) Patient Participation Group

Councillor Vacancy.

c) Twinning with Camperduin

Cllr Emma Punchard gave an update of situation as NCC officer regarding the Endure project and will continue to give updates.

**Cllr
EP**

14. Other Matters

a) Village Christmas Tree

Cllr Smithson reported the tree was up and in place. Cllr Coe informed Council that an anonymous donation had been given to the value of £100 for payment for the tree. Cllr Smithson wanted to note appreciation to parishioner for the use of electricity to light the tree.

b) Social Media - a discussion on the addition of a Facebook account took place. It was agreed, proposed Emma Punchard seconded, Nigel Coe, all in favour to re-introduce a Facebook page for information posts only with support from Cllr Punchard.

**Clerk
/Cllr
EP**

c) Dates for future full council meetings, it was **agreed proposed Mark Bobby, seconded Emma Punchard, all in favour to change dates to the last Wednesday of each month and to be included with the review of Standing Orders.**

Clerk

15. Action Log - covered in the agenda

16. Councillor Feedback and Items for Next Meeting

Items for next meeting:

- Sky Lanterns
- Invitation for the public to meet with Cllrs for tea and cake - Cllr Smithson spoke to the public forum highlighting the Council's willingness to hear from local parishioners about wider topics in a forum which was more open for participation than the formal Council meeting.

17. Next Full Council meeting will be:

- Wednesday 29 January 2020 7.30pm - Winterton Village Hall.

The meeting closed at 8.30pm.

CHAIRMAN