

## MINUTES OF VIRTUAL MEETING

Winterton-on-Sea Parish Council on Wednesday 26 August 2020

Following the introduction of new legislation, (The Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) which took effect on 4th April 2020, this Parish Council meeting will be a virtual meeting held online.  
This legislation may remain in place until 7 May 2021.

1. **Election of Chairman for the meeting** Cllr Marie Hartley PROPOSED Cllr Mark Bobby as Chairman for the meeting, seconded Cllr Coe.

2. **Attendance**

Cllr Punchard joined the meeting 7.39pm

Apologies for Absence were noted from Cllr McMahon and Cllr Parcell.

3. **Declarations of interest** for items on the agenda and applications for dispensations
4. **Minutes of the meeting** - held on 29 July 2020 Proposer Cllr Coe, Seconded Mark Bobby.
5. **Matters arising for information only**

Bench on the Green was discussed with a replacement being position in celebration of local Emergency Covid-19 Support Group.

Investigate further guidance on Benches in the village

CLERK

6. **Co-option to vacant positions of Councillor**

**Dawn Clegg** was co-opted onto the Council PROPOSED Cllr Bobby Seconded Cllr Coe.

**Marina Carr** was co-opted onto the Council PROPOSED Cllr Hartley seconded Cllr Punchard.

7. **Public Participation** - Adjournment for public participation, Borough and County Councillors, and Councillors with any pecuniary interests

County Councillor Ron Hanton gave an update on the previously circulated NCC report for Council. He added how he had organised a repair to the road in the village with a further tarmac repair in progress. He enjoyed the traffic management engagement event.

Cllr Bobby talked about an unsightly hanging cable close to the beach further comments added that it had been reported to numerous agencies that had yet to take responsibility.

Great Yarmouth Borough Councillor had some success in confirming that the overgrown path close to the Bush Road steps was in the remit of GYBC and was progressing in getting it cut. Cllr Carr added that the local residents were maintaining this area.

GYBC Councillor Noel Galer added that the local survey for Winterton-On-Sea had been circulated to Councils.

8. **Clerk's Report** was noted and is included at the end of the minutes.

9. **Correspondence/Consultations:**

Email: Monitoring Officer GYBC: - Cllrs to note meeting advice.

Cllrs felt that an informal gathering to meet and greet the new Cllrs with the suggestion of social distancing. Future meeting venues - to be discussed closer to the time.

Email: Norfolk Coast AONB Boundary extension-Cllrs to discuss. Noted.

10. **Planning:**

- a. **Applications** received from Great Yarmouth Borough Council:

**06/20/0355/F:** Single storey side extension and conversion of store to sleeping accommodation. Hill Cottage Old Chapel Road. **Council decision:** No objection

**06/20/0331/F:** Proposed demolition of existing porch and reconstruction of new front extension to kitchen and porch. Conversion of garage to form 'study and workshop'. Four Seasons The Lane.

**06/20/0329/F:** Single storey front extension, 4 Kings Corner King Street, NR29 4DD.

**Council decision:** No objections.

b. **Decisions** received from Great Yarmouth Borough Council: None.

c. **Broads Authority:** applications and decisions: None

**11. Collaborative Learning Project - Cllrs to discuss and agree next steps.**

**The Chairman updated Council**

Cllr Emma Punchard and Cllr Carr offered to work together to contact organisers of the project and work in collaboration regarding village engagement. Cllr Galer added that there may be an opportunity to join the group to add value.

**Cllrs Carr/Punchard**

**12. Village Hall:**

**Risk Assessment/Action Plan**— Ongoing Cllrs to consider and set an opening date this will happen once the final equipment and PPE safety. Cllr Smithson added that the village hall group would meet and finalise risk assessments and processes to bring to Council.

**Gazebo Hire:** Cllrs to consider offering as an item for hire at a cost of £20 per day. Cllrs

AGREED to do this as part of the hall hire procedures.

**Cllr Smithson/Clerk**

**13. Updates from Cllrs:-**

**Traffic Management Plan – Cllrs Smithson and Coe**

Cllr Smithson highlighted how useful the engagement was and how the contribution of information from the Police was helpful as many areas and behaviours were identified as not illegal. Parishioners had asked to take a light touch.

Cones were mentioned as a way which may alleviate parking on junctions with the addition of a Blackboard to inform people of the car park waiting times with Council to provide a board.

Cllr Coe was pleased with over 150 people who attended the event with local Police in attendance. Buses were also raised as a concern he added that a proper survey is essential for getting this right.

Cllr Galer added a suggestion of a 'webcam' to see how long the queue was at peak times.

Cllr Emma Punchard met with NCC and GYBC representatives' events management and will feed back to the next Traffic Management Working Group to consider other ways of alleviating the traffic on busy days.

Cllr Carr suggested that the Horsey Group is contacted who have experience in the matter.

NCC- holding a 'Close the Road' day in September and mentioned King Street as a potential road to be nominated. The Chairman asked for this to be taken to the working group.

**Allotments – Water installation – Cllr Smithson.**

Cllr Smithson highlighted how in the previous meeting it was agreed water was needed on the allotments site dependant on funding. Cllr Smithson identified that in 2019/20 it was proposed to match fund £500 of labour from an allotment working group to put in the pipes. A gradual increase in the rents of the allotments will be required over the next few years to break even with the cost. The infrastructure will cost in the region of £4000. Capital investment needs to be identified

**Clerk/Cllr Smithson**

**Winterton Cricket Club - Cllr Hartley**

The CC had accessed a grant to purchase an electronic scoreboard and had contacted the Parish Council to request permission to progress with this work, Cllr Hartley, PROPOSED, seconded Cllr Coe-AGREED. Recent Emergency Repairs to the toilet had also been completed.

### Neighbourhood Plan Advisory Group –

Cllr Bobby gave an update of the working group meeting on Tuesday 25 August 2020. A report will be submitted to Council for comments in the next week. This will then be submitted to GYBC Planning Department. Cllr Bobby requested for Cllrs to share photos of the village' which could be included in the plan to capture the beauty of the village. **Cllrs**

### Winterton in Bloom – Cllr Coe

A request for two raised planters on the village hall green had been received. A discussion took place with the suggestion that memorial planters were more appropriate to the current progress of village additions. Cllr Coe added that the Council had received a number of enquiries for memorial benches and stated that the Council are going to look at a strategy for such items which could open up wider opportunities. It was agreed to draft a policy which includes benches and memorial items within the village. **Clerk**

Cllrs agreed to continue to support the group's annual sponsorship of £500 with the addition of grass cutting. It was noted that the tree pruning is in progress. A suggestion of accessing funding for groups with outcomes relating to 'well-being' was discussed. The Clerk agreed to provide further details **. Clerk**

14. To accept Finance report and approve accounts for payment PROPOSED Cllr Coe, seconded Cllr Hartley.

**Accounts for the Year ended 31 March 2020** were presented and approved for signing.

**Annual Governance Statement 2019-20** was agreed by Council and signed by the Chair for the meeting Cllr Mark Bobby on behalf of the Council.

**Accounting Statement** was approved for signature by the Chair for the meeting Cllr Mark Bobby on behalf of the Council.

### Payments approved included:

Staffing £791.07	Caretaker Salary £205.40
Clerk VHall Dispensers £259	Litter Picking Pat Carver £410.00
Vortex Grounds Maintenance £306.00	Norfolk Pension Staffing £311.88
HMRC Staffing £321.68	P James Audit £285.00
Bulb Energy Electricity £68.00	Clerk's Expenses £14.39
Plan.com Mobile Phone Contract £29.99	Bench Memorial for Green £285.00
Cartridgesave Printer £126.13	Total: £3413.54

The meeting closed at 9.13pm

Signed Chairman.....Date .....

**Date of next Full Parish Council meeting:** Wednesday 30 September 2020 - 7.30pm

### Winterton-On-Sea Clerk Report August 2020

<b>Covid-19</b>	Village Hall Risk assessment: in progress
<b>Communication</b>	Police update: Community newsletter CV-19 - previously circulated.
<b>Broads update</b>	Here is the link to this month's Broads Briefing: <a href="https://mailchi.mp/535be9a0c32c/broads-briefing-august-20">https://mailchi.mp/535be9a0c32c/broads-briefing-august-20</a>
<b>Planning</b>	All planning applications and decisions can be viewed here: <a href="http://planning.great-yarmouth.gov.uk/OcellaWeb/planningSearch">http://planning.great-yarmouth.gov.uk/OcellaWeb/planningSearch</a>
<b>Village Matters</b>	Bench on the Green - Purchased by Council, collected and sited by Cllrs Parcell and Smithson.