



# WINTERTON-ON-SEA PARISH COUNCIL

Tel: 07918 978921. Email: [clerkwinterton@gmail.com](mailto:clerkwinterton@gmail.com)

Chairman: Mark Bobby, Vice-Chairman: Nigel Coe

Clerk to the Council: S. Bromley

---

## Minutes of the Winterton-on-Sea Parish Council Meeting held on Wednesday 30<sup>th</sup> November 2022 at 7:30PM

Present: Cllrs Marina Carr (late), Dawn Clegg, Nigel Coe (chair), Marie Hartley, Liam McMahon, Norman Parcell and Emma Punchard.

Present: five members of public, Great Yarmouth Borough and Norfolk County Councillor James Bensly.

Clerk: *Samantha Bromley*

### 1. Apologies.

Apologies for absence were received and accepted from Cllr M. Bobby (alternate commitment). The resignation of John Smithson was noted. The chair gave thanks for the time he had dedicated to the council and for his contributions to the village

### 2. Minutes.

The minutes of the meeting of the council held on Wednesday 23<sup>rd</sup> November 2022 were AGREED as a true and correct record and signed by the chairman.

### 3. Declarations of interest.

- 3.1. No pecuniary or non-pecuniary interest were declared.
- 3.2. No dispensation requests were received.

### 4. To receive updates on matters not elsewhere on the agenda.

- 4.1. The Parish Partnership Scheme application for a SAM2 has been submitted.
- 4.2. The proposal for grant funding for the installation of yellow line waiting restrictions has been submitted.
- 4.3. One invoice has been received for the GYTF scheme and one invoice currently outstanding.

### 5. Public Participation and Reports (20 minutes maximum).

- 5.1. A report was received from Great Yarmouth Borough and Norfolk County Councillor James Bensly.
  - 5.1.1. Cllr J. Bensly noted the success of the assembly of the Christmas tree and the clearing of the Russian vines in Winterton the week prior and the contributions from the many volunteers.
  - 5.1.2. GYBC: The Marina Centre are offering free swimming on a first come bases. Six Great Yarmouth car parks will offer free parking over the Christmas period, for the Christmas markets. You can view free training offered by Great Yarmouth Borough Council on it's website.
  - 5.1.3. NCC: Mental Health Drive - If you are concerned for someone's wellbeing you can call Norfolk County Council Adult Social Services on 03448008020. You can access free advise on apprenticeships on the NNC website. See the NCC website for advice on bird flu.
- 5.2. To receive a report from Great Yarmouth Borough Councillor Noel Galer if present. Not present
- 5.3. Public Participation.
  - 5.3.1. Reverend Steven Sivyer gave a report on the Flegg Area Foodbank which is available to Winterton residents. For more information, please visit the website below:

<https://www.marthamchurches.org.uk/foodbank/>

To donate to the Flegg Area Foodbank, donation boxes can be found at the back of the Holy Trinity and All Saints Church.

## **6. Correspondence and Consultations.**

- 6.1. Bulb – Bulb will be acquired by Octopus. Received and noted.
- 6.2. Resident – A request for yellow lines in an additional area to the location on the survey. Received and noted.
- 6.3. Winterton Church – Update and request for churchyard maintenance. Received and noted.
- 6.4. Flame Skill – fire inspection of Playing Field facilities report. Received and noted.
- 6.5. Friends of Horsey Seals – Banning of Flying Rings. Received and noted.

## **7. Community Work.**

- 7.1. An update was received by the clerk.
- 7.2. Decision to pursue deferred.

## **8. Playing field.**

- 8.1. It was AGREED to advertise naming options for the Playing Field in the local newsletter for residents to cast a vote.

*Cllr M. Carr entered the meeting.*

- 8.2. It was AGREED to explore the updating of the Playing field signage.
- 8.3. It was AGEED to defer the consideration of the installation of allocated parking bay lines until after the Playing Field changing rooms have been refurbished.

## **9. Environmental Working Group.**

- 9.1. A report was received from Cllr E. Punchard. The Russian vine clearing was very successful and thanks was given to the Norfolk Conservation who attended and to all the volunteers who were involved. Thanks was given to Sean Offord attended the UTWG workshop on behalf of the Parish Council. Thanks was given to the members of the Environmental Working Group for their hard work – Marina Carr, Norman Parcell, Andrea Howard, Daphne Rumball, Caroline Fernandez, Patrick Goffin, Sean Offord, Rebecca Durant and Marilyn Hunt. Thanks was given to Caroline Fernandez and the litter picking volunteers.
- 9.2. It was noted that the Environmental Working Group's focus for 2023 will be biodiversity, waste management and biodiversity. More information will be provided in a future meeting.

## **10. Planning.**

- 10.1. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority. None.
- 10.2. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority after publication of the agenda.
- 10.3. To receive notification of planning decisions taken by Great Yarmouth Borough Council and the Broads Authority. None.

## **11. Financial Matters.**

- 11.1. Receipts for November 2022 were noted.

<b>Payer</b>	<b>Description</b>	<b>Amount</b>
Resident	Donation for Flagpole	£700.00
Dance Fitness	Hall Hire	£16.00
Marine Cadets	Hall Hire	£64.00

11.2. The following payments were AGREED. Proposed Cllr D. Clegg, seconded Cllr N. Coe.

Payee	Description	Method	Amount
Staffing	Salaries / HMRC / N.I	BACS	£1806.47
R. L. Smith	Grass Cutting	BACS	£360.00
My Plan	Mobile	DD	£29.99
Bulb	Village Hall Electricity	BACS	£427.83
Clerk	Zoom	BACS	£14.39
Clerk Expenses	Mileage November (extra ordinary meeting)	BACS	£20.70
Groundwork	Return of underspent grant funds for the N.P.	BACS	£3040.00
Flame Skill	Fire inspection of Playing Field Facilities	BACS	£534.00
J. Smithson	Key Cutting	BACS	£27.00
Conservation Corporation	Insurance	BACS	£18.00

11.3. It was AGREED to obtain grass cutting services to trim the overgrown path at the allotments for £150. Proposed Cllr M. Carr, seconded Cllr D. Clegg.

11.4. It was AGREE to repair the SAM2 sign up to the amount of £67. Proposed Cllr L. McMahon, seconded Cllr E. Punchard.

11.5. The minutes from the Finance Committee were shared with councillors.

11.6. To consider to AGREE recommendations to full council from the Finance Committee.

11.6.1. The amended Financial Committee Terms of Reference were agreed and adopted. Proposed Cllr E. Punchard, seconded Cllr N. Coe.

11.6.2. The Financial Regulations were AGEED and adopted. Proposed Cllr E. Punchard, seconded Cllr L. McMahon.

11.6.3. It was RESOLVE not to offer further financial support for churchyard maintenance at this time. AGREED.

11.6.4. It was RESOLVE to obtain a MultiPay Card with Unity Banking at a cost of £3 per month. Proposed E. Punchard, seconded Cllr D. Clegg.

11.6.5. It was AGREED to increase the Village Hall hourly hiring fee by £2, increasing it to £10 per hour from the 1<sup>st</sup> April 2023. Proposed Cllr D. Clegg, seconded Cllr N. Coe.

11.6.6. It was AGREED to unsubscribe from zoom. Proposed Cllr E. Punchard, seconded Cllr M. Hartley.

11.6.7. It was AGREED to continue the CAN membership. Proposed Cllr M. Carr, seconded Cllr D. Clegg.

11.6.8. It was AGEED to increase staff rate as recommended. Proposed Cllr E. Punchard, seconded Cllr N. Coe.

11.6.9. To AGREE to award the grass cutting contracts to Rowland L. Smith and Eddie's Gardening Services. Proposed Cllr E. Punchard, seconded Cllr D. Clegg.

11.7. To AGREE the Ear Marked Reserves. Deferred.

11.8. To consider and AGREE the draft budget. Deferred.

## 12. Administration

12.1. To confirm that the Village Hall users have been invoiced up to the end of November. Pending.

12.2. It was AGREED that the surgeries for 2023 would be as and when required.

12.3. To determine the procedures to put in place a Public Spaces Protection Order, under section 59 and 64 of the Anti-Social Behaviour, Crime and Policing Act 2014. Deferred.

12.4. It was AGREED to replace the lock on the village notice board up to a cost of £150. Proposed Cllr M. Carr, seconded Cllr D. Clegg.

12.5. It was AGREED for the council to receive a free energy provider check for the Village Hall.

12.6. To AGREE that the water fee will be increased to £10 per year from January 2023 and allotment pitch rental fees will be increase by 10% from January 2024. Proposed Cllr M. Hartley, seconded Cllr N. Parcell. It was noted that Cllr N. Parcell has and will continue to hold

the leys for the allotments.

**13. Any other Business for Future Meeting**

None.

**The date of the next meeting**

It was confirmed that the next meeting of the council will be on Wednesday 25<sup>th</sup> January 2023.

Meeting closed at 9:10pm