

**Minutes of the Meeting of Winterton-on-Sea Parish Council  
Wednesday 16th January 2019 7.30pm Winterton Village Hall**

**Present:** Eric Lund (Chairman)  
John Allen  
Annie Baker  
Mark Bobby  
Nigel Coe  
Roger Jarvis  
Catherine Moore (Parish Clerk)

**Also attended:** 14 members of the public.

**1. Apologies**

Apologies for absence were received from Simon Bowman and Alec Sutton. Noel Galer (Borough Councillor) also sent his apologies.

**2. Declarations of Interest and Applications for Dispensation**

None.

**3. Minutes of the Previous Meeting**

The minutes of the meeting held on 21st November 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**

Members of the public raised their concerns about the parking situation in the village over Christmas, particularly Boxing Day. It was noted that a traffic warden occasionally visited, and that the issues were illegal or irresponsible parking. The Chairman noted that the signs had gone up for the consultation on the changes to the Beach Road parking restrictions, which would mean that cars would be prohibited from parking year round, 24/7. He noted that the restrictions were rarely abused in the summer, and was confident that the changes would have positive results in the village. The consultation period was due to end on 29th January, with a decision expected by 29th April, by which time the normal summer restrictions would be in force. Concerns were expressed about parking within the village, reporting inappropriate parking to the correct authorities, and the use of cones to prevent parking.

**b) Borough Councillors**

James Bensley reported that he had attended the Christmas Fayre and a school function in Winterton before Christmas. He noted that comments in the village regarding the proposed changes to the primary school were positive. James noted that a public meeting of the Coastal Partnership East was being held on Monday, and circulated information.

**c) County Councillor**

Ron Hanton reported that the Police and Crime Commissioner had paused his

consideration regarding taking over the running of the fire service. A Memorandum of Understanding had been put in place to allow greater collaborative working between the two agencies. Grants were available from the Warm Homes Fund for low income families for repairs or first installations of heating schemes. A new 'Life Connectors' service had been set up as part of a 'No Lonely Day' scheme in Norfolk. Finally, it was suggested that groups of parish councils could cluster together to pay for a funding officer who makes funding applications on their behalf, maximising income potential.

*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) 06/18/0715/CU Winterton First School, Black Street: Change of use from Class D1 (non-residential) to Class C2 (residential) in connection with use of a field study centre.

Councillors considered the plans and supported the application, however they wished to see more detail regarding parking, particularly for coaches. The Clerk was asked to make these comments to Great Yarmouth Borough Council.

**Clerk**

### b) Planning Decisions

None.

## 8. Correspondence and Consultations

### a) 'Thank You' from Dunerunner

The thank you letter and donation of £200 were noted. The cost to clear the drains after the event had been equivalent to the donation, and the Chairman would be discussing what could be done to accommodate an event next year, together with a suitable donation.

### b) Parish Council Elections

The Chairman reported that the Parish Council elections had been brought forward to 2nd May 2019, with the close of nominations on 3rd April 2019. It was hoped that two thirds of the seats would be from candidates standing for election, as the Council would then be eligible for the General Power of Competence and Quality Status.

## 9. Finance

### Receipts, Payments, and Bank Reconciliation

Receipts of £1,226.62 and payments of £2,879.91 were made in November 2018. Receipts of £2,019.14 and payments of £1,729.53 were made in December 2018. The bank balances at 31st December 2018 were:

- Current account - £5,970.78
- Deposit account - £44,177.95

### b) Accounts for Payment

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

C Moore	Salary January 2019	£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	£181.80
Norse Eastern Ltd	Grounds Maintenance	£2,520.00
Wrentham Christmas Trees	Christmas Tree	£88.00
Parish Online	Subscription	£60.00
Collective Community Planning	N/Plan Consultant	£400.00
Small Fish	N/Plan Consultant	£360.00
Came & Company	Insurance	£1,696.07
Eon	Playing Field Electric	£30.20
E Lund	Various	£113.16
C Moore	Clerk's Expenses	£29.10
Virgin Mobile	Telephone Contract	£6.38
C Moore	Duffields Pond Expenses	£37.86
E Lund	Chairman's Allowance	£180.00
	<b>TOTAL</b>	<b>£7,142.99</b>

## 10. Committees and Advisory Groups

### a) Village Hall Management Committee

Chris Barlow, Chairman of the Committee, was not present.

### b) Safer Neighbourhood Action Group

The group was scheduled to meet the following day.

### c) Patient Participation Group

There was no representative for this.

### d) Allotment Advisory Group

Annie Baker reported that she and the Clerk had held an allotment rents morning in the village hall which was a success. Annie had received three quotes for the tree works, and noted that an allotment holder had taken it upon himself to cut down one of the trees without permission, and would need a letter sent informing him that he should not do this. It was **agreed** to allocate £350 for the tree works, and Annie Baker was delegated to choose the appropriate contractor.

**AB**

Annie had been in contact with Tasburgh Allotment Society about their water supply project, and noted that the key issue is where the supply will connect to the main. It was **agreed** to spend £20.04 to get the utility maps, and then consider where the connection could be made. It was noted that anything over 100m would be expensive as a different specification was required. Tasburgh's project had cost £4,000, which was funded with £500 from the Parish Council, £1,500 from the district council, and £2,000 from fund raising.

**AB**

### e) Playing Field Management Committee

Eric Lund reported that a meeting had taken place which had appointed an architect to take forward the outline planning stages. Once this work was complete the Council could look at gaining outline planning permission, and making funding applications. The cost of the architect was £1,900, with a £500 grant from GY Sport & Leisure.

**Clerk**

### f) Neighbourhood Plan Steering Advisory Group

The Chairman reported that the consultation had gone very well, with a respectable number of return surveys. The responses would be analysed and a meeting of the group set up.

**Clerk**

## 11. Other Matters

- a) Quotations for Grounds Maintenance  
This item was deferred to the next meeting. **Clerk**
- b) Erosion Update  
The Chairman reported that a further part of the car park had been lost, with 3m behind the cafe and 2m from the car park. Part of the beach had been reinstated. The owner was keeping an eye on the situation with a view to the safety of the building and users.
- c) Beach Road Parking Update  
The Chairman gave an update on the consultation which was open for comment. He noted that bollards could not be installed on the north side as they would block passing places.
- d) Practitioners Conference  
The Clerk asked for a contribution of £258 towards the cost of the above event, which was calculated pro-rata against the number of hours she worked for each council. This was **agreed**.
12. **Action Log**  
The action log was noted, and outstanding actions would be chased. It was **agreed** to add:  
➤ Replacing bollards on Beach Road **Clerk**
13. **Councillor Feedback and Items for Next Agenda**  
It was noted that the wall that had fallen down in Marine Crescent was the responsibility of the residents to repair, which was in hand.
14. **Date of next meeting:**  
➤ Wednesday 20th February 2019, 7.30pm, Village Hall.
15. **Exclusion of the Press and Public**  
It was resolved to exclude the press and public for the duration of item 15a on the agenda.
- a) **Personnel Advisory Group Update**  
The Chairman reported that a meeting had taken place, where a satisfactory appraisal of the Clerk had been carried out. The amended job description and contract were **agreed**.

The meeting closed at 9.20pm.

**CHAIRMAN**