

Minutes of the Meeting of Winterton-on-Sea Parish Council
Wednesday 18th September 2019 7.30pm Winterton-on-Sea Village Hall

Present: Mark Bobby
Nigel Coe
Marie Hartley
Alec Sutton
Catherine Moore (Parish Clerk)

Also attended: County Councillor Ron Hanton and 12 members of the public.

1. Election of Chairman

Mark Bobby was elected as Chairman for the meeting only, proposed by Alec Sutton, seconded by Marie Hartley, all in favour.

2. Apologies

There were no apologies for absence from parish councillors. Borough Councillors Noel Galer and James Bensley had sent apologies.

3. Declarations of Interest and Applications for Dispensation

Marie Hartley declared a personal interest as a member of Winterton Cricket Club.

4. Minutes of the Previous Meeting

The minutes of the meeting held on 22nd August 2019 were **agreed** and signed by the Chairman.

The minutes of the meeting held on 2nd September 2019 were considered, with a line added to page one after 'different ideas for the Hall', adding '*as well as disagreements around the process of ensuring that financial and legal procedures met with the Council's Standing Orders and Financial Regulations*'. With this amendment the minutes were **agreed** and signed by the Chairman.

5. Update on matters arising from the minutes

a) Highways Markings on Back Lane

The Highways Engineer had said that this was a low risk for Norfolk County Council and that a privately funded traffic order would see objections from nearby residents and shops, so this was not viable.

b) Dogs on Leads Signs

Mark reported that he was still looking into permission for a suitable location for these. It was felt that this was more aimed at visitors than residents. MB

c) Bollards on Beach Road

The Highways Engineer had scheduled this for the next round of inspections.

d) Beach Road Parking Restrictions

The Clerk reported that there had been a change in process at Norfolk County Council around the sign-off procedure. New reports were being drafted, and would be signed off by the County Councillor. The new restrictions would not be in place before the winter lifting of restrictions came in, but would become effective as soon as possible.

6. Co-option to Three Vacant Positions

Three applications had been received and it was **agreed** to co-opt the following

councillors:

- John Smithson - proposed by Nigel Coe, seconded by Marie Hartley
- Gordon Jewell - proposed by Nigel Coe, seconded by Marie Hartley
- Linda Cook - proposed by Nigel Coe, seconded by Mark Bobby.

John Smithson and Gordon Jewell signed the Declaration of Acceptance of Office and took their places at the meeting.

7. **Public Participation**

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

Before inviting public speaking, the Chairman expressed the Council's sympathies and condolences to the Witheridge family from Hemsby of the sad loss of their eldest daughter earlier in the week, five years after their younger daughter was murdered.

a) Borough Councillors

Not present.

County Councillor

Ron Hanton reported that the Great Yarmouth Third River Crossing was progressing well and it was hoped that this might be completed by 2023.

b) Public Participation

A member of the public requested that any Dogs on Leads signs were smaller than those on the Village Green.

The Commanding Officer of the 901 Troop Marine Cadets reported that she had completed her 37.5mile walk along the Wherrymans Way in just over 19 hours. She thanked everyone who had sponsored, and reported that the Cadets had raised just over £1,000, meaning she was now committed to having her head shaved at Christmas.

Standing orders were reinstated.

8. **Planning**

a) Applications Received

None.

A question was raised regarding notification of roadworks. It was confirmed that the Council did normally receive notification of Traffic Regulation Orders, however these were normally retrospective when it was emergency works. None had been received for the lights on Bulmer Lane.

b) Planning Decisions

None.

9. **Correspondence and Consultations**

a) Speed Enforcement Awareness

A report was received from PC Gary May noting that a recent speed enforcement event in Bulmer Lane had resulted in 106 cars being monitored, with three exceeding the speed limit and being stopped and dealt with.

10. Finance

a) Receipts, Payments, and Bank Reconciliation

The bank balances at 31st August 2019 were:

- Current account - £2,932.24
- Deposit account - £53,880.60

This included the ring-fenced Village Hall balance of £19,990.17 and earmarked reserves of £20,848.97. Free funds were £17,116.67.

b) Accounts for Payment

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

C Moore	Salary September 2019	£989.11
HMRC	PAYE & NIC	£128.04
Norfolk Pension Fund	Superannuation	£306.42
K Brown	Bus Shelter Cleaning	£40.00
P Lynham	Bus Shelter Cleaning	£40.00
C Moore	Expenses & Mileage	£236.65
K Jones	Grounds Maintenance	£65.00
Vortex	Grounds Maintenance	£255.00
Winterton PCC	Hire of Church Rooms	£28.00
Collective Community Planning	Neighbourhood Plan Consult	£300.00
Name Withheld	Refund - money paid in error	£100.00
St John Ambulance	Fete First Aid Cover	£144.00
PKF Littlejohn	External Audit	£360.00
K Jones	Maintenance	£108.50
Hugh Crane	Cleaning Materials	£41.86
C Oliver	Salary September 2019	£124.80
Norse Eastern Ltd	Playground Maintenance	£97.20
	TOTAL	£3,364.58

c) Completion of 2018/19 External Audit

The Clerk reported that the audit had been completed with the auditor noting that Box 9 had not been restated for 2017/18 with the inclusion of the Village Hall assets.

11. Committees and Advisory Groups

a) Councillor Responsibilities

It was **agreed** that the representatives for the forthcoming Committee meetings would be:

Playing Field (9th October) - Gordon Jewell, Marie Hartley

Village Hall (14th October) - John Smithson, Alec Sutton

Neighbourhood Plan (2nd October) - Mark Bobby, Nigel Coe, Alec Sutton

b) Village Hall Committee

It was noted that Carol Oliver had been employed as the new Caretaker for the Village Hall.

The Clerk gave a report of the meeting, noting that the electricity contract had been moved to Bulb; the fire door needed assessing for insurance and safety purposes; the replacement flooring and associated new skirting board in the toilets, kitchen, lobby and storage area would cost a total of £2,145.50; prices were being obtained to decommission the showers; replacement chairs and blinds would be considered at a later date; and new janitorial equipment had been purchased for the toilets and kitchen. The Summer Fayre had been an

enormous success, and Claire Thompson along with everyone else involved was thanked for their contributions. Finally, the Zumba hirer had made a request for a review of her fees, and the Committee had decided that a fair and consistent approach to hire fees was required, so it would remain at the commercial rate, with a 10% discount for a Winterton address.

It was **agreed** to appoint Andrew Simonsen to the vacant public seat on the Committee.

c) Allotment Advisory Group

Nigel Coe reported that the tyres had been removed from the allotments, and the paths were now being well tended. A tenant had asked whether he could install a more defined fence as his neighbour's chickens were getting into his plot, permission had been given for this. The Clerk was showing a prospective tenant around on Sunday. The play equipment item had not been removed, and the Clerk would also inspect for improvements on the overgrown plots.

d) Playing Field Management Committee

Marie Hartley reported that she had looked over the prices and options for the pre-fabricated solutions, and that a meeting was booked for 9th October for the Committee to look at these in depth. The option of a second hand unit had also presented itself. The facility was now closed after the end of the season, and it was hoped to have a new facility in place by April 2020.

GJ

Gordon Jewell agreed to look at the leaking roof before the Committee meeting. It was expected that a new facility would cost around £60,000 from demolition to commissioning, and that discussions about this took place in meetings open to the public. The financing of the project would be included as part of the budget setting process for 2020/21. Funding opportunities would also be considered.

Alec Sutton suggested that the Council could consider a more ambitious proposal to provide a new community centre at the playing field, instead of just changing rooms. It was noted that community centres generally cost between £250,000 and £1.25M depending on size and specification, and that a great deal of fund raising as well as matched funding would be required. The Village Hall was owned by Norfolk County Council and leased to the Parish Council. It was noted that a Millennium Centre had been proposed before but the project had never got off the ground. There were even less opportunities for funding now.

e) Neighbourhood Plan Steering Group

Mark Bobby reported that the Group had met and was moving closer to the second consultation. The Draft Plan would be available in public places and a drop in session would be hosted in the village hall again.

f) Safer Neighbourhood Action Panel

The Panel had not met.

g) Patient Participation Group

No representative appointed.

12. Other Matters

a) Twinning Opportunity with Camperduin, Netherlands

The Clerk reported that Camperduin were very keen to discuss twinning links, and would prefer to liaise directly with the Council. It was **agreed** to appoint a councillor to take this forward at the next meeting, and the Clerk was asked to contact Norfolk County Council to check what the next steps were. It was noted that the twinning would be expected to be cost neutral to the Council, with any

Clerk

visits or events covered by grant funding.

13. Action Log

The action log was noted. The Borough Council were waiting for the Parish Council to confirm where the replacement King Street sign could go. It was suggested that this should include 'Leading to James Grey Close'. The wheelchair access needed a proper plan of action and pricing. The white lines would be carried over.

14. Councillor Feedback and Items for Next Meeting

Items for next meeting:

- Speed Limits (John Smithson)
- Condition of Public Toilets (Alec Sutton)

15. Date of next meeting:

➤ Wednesday 16th October 2019 7.30pm Winterton Village Hall.

The meeting closed at 8.45pm.

CHAIRMAN