

Minutes of the Meeting of Winterton-on-Sea Parish Council
Wednesday 17th April 2019 7.30pm Winterton-on-Sea Village Hall

Present: Eric Lund (Chairman)
John Allen
Roger Jarvis
Alec Sutton
Catherine Moore (Parish Clerk)

Also attended: County Councillor Ron Hanton and 4 members of the public.

1. Apologies

Apologies for absence were received from Nigel Coe.

2. Declarations of Interest and Applications for Dispensation

None.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 20th March 2019 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

None.

b) Borough Councillors

Not present.

c) County Councillor

Ron Hanton reported that Norfolk County Council would return to the Cabinet system of governance from May, which would result in speedier democratic decision making. The Borough Council was undertaking its first whole council election, with 39 seats to be filled. Ron reported that he had been appointed to the Broads Authority.

Standing orders were reinstated.

6. Planning

a) Applications Received

i) None.

b) Planning Decisions

06/18/0699/F High Barn Farm, Edward Road: Construction or temporary mobile home. Maintained for the duration of building works on site in connection with planning consent 06/13/0506/F.

APPROVED

06/19/0094/F Pebble Lodge, The Craft: Extension to form garden room.

APPROVED

7. Correspondence and Consultations

a) Parish Council Elections 2019

The Chairman reported that the Council as it currently stood had been re-elected unopposed, with three vacant seats available.

8. Finance

a) Receipts, Payments, and Bank Reconciliation

The bank balances at 31st January 2019 were:

- Current account - £2,339.94
- Deposit account - £51,228.31

This included the ring-fenced Village Hall balance of £22,342.53 and earmarked reserves of £15,216.69. Free funds were £15,995.03.

b) Accounts for Payment

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

C Moore	Salary April 2019	£989.44
HMRC	PAYE & NIC	£96.84
Norfolk Pension Fund	Superannuation	£306.42
K Brown	Bus Shelter Cleaning	£40.00
P Lynham	Bus Shelter Cleaning	£40.00
C Moore	Expenses	£46.09
A Baker	Duffles Pond	£25.98
E Lund	Chairman's Allowance	£180.00
Eon	Playing Field Electric	£30.78
Norse Eastern Ltd	Newsletter Printing	£296.00
SMG Architects	Playing Field Planning	£912.00
Collective Community Planning	Neighbourhood Plan Consultants	£300.00
Norfolk ALC	Subscription	£255.30
E Lund	Litter Pickers	£28.28
	TOTAL	£3,547.13

c) Review of Internal Controls

The review of internal controls document was presented and **agreed**.

9. Committees and Advisory Groups

a) Village Hall Committee

Chris Barlow reported that the meeting had welcomed two members of the public as observers. The tin sheds roofs had been painted, and the Committee had approved the painting of the doors. One emergency light needed to be replaced. The door in the gents toilet had been damaged. Chris was dealing with a complaint about noise and behaviour from a regular user of the Hall. Some members of the Committee had confirmed that they would be standing down in May.

In light of the decisions by members of the Committee not to stand again, it was **agreed** that the terms of reference would be amended to a membership of six, with more councillors encouraged to be on the Committee.

Clerk

b) Safer Neighbourhood Action Group

The next meeting was scheduled for 25th April 2019.

c) Patient Participation Group

There was no representative for this.

- d) Allotment Advisory Group
The Chairman reported that all allotments were let or let agreed. The tyres on the allotment were being dealt with by John Allen. The water project was discussed, and it was noted that water butts or carriers could be used. It was suggested that an application could be made to Tesco Bags for Help, and that the allotment holders could be given a target to fund raise to start of the match funding pot. It was **agreed** that this would be raised at the next allotment holders meeting. **JA**
- e) Playing Field Management Committee
A meeting had taken place between the Parish Council Chairman and Clerk, a representative of the Cricket Club, and the architect. Suitable plans had been agreed between all parties and were presented. It was **agreed** to approve the plans and submit an outline planning application at a cost of £231. **Clerk**
- f) Neighbourhood Plan Steering Advisory Group
Eric Lund reported that the Steering Group had agreed the draft pre-submission document and SEA screening report, which would be sent to Great Yarmouth Borough Council for statutory consultation. It was **agreed** to accept the documents and proceed to the next stage. **Clerk**
10. **Document and Policy Reviews**
The following documents and policies were **agreed**: **Clerk**
- a) Complaints Policy
 - b) Filming at Meetings Policy
 - c) Health & Safety Policy
 - d) Risk Assessments
 - e) Press & Media Policy
11. **Other Matters**
- a) Erosion Update
The Chairman reported that the easterly winds had taken all the sand from the beach leaving nothing to build it up with. It was hoped that the sand would return when the wind changed. The cafe was could be demolished after the summer season, if erosion continued.
12. **Action Log**
The action log was noted, with the following updates:
- Chairman to speak with the householder about cutting back the hedge to allow the King Street sign to be reinstated. **EL**
 - Possible ready-made solution to wheelchair access onto Green - being explored further, Chairman to speak with Highways. **EL**
13. **Councillor Feedback and Items for Next Agenda**
None.
14. **Date of next meeting:**
- Wednesday 15th May 2019, 7.30pm, Village Hall.

The meeting closed at 8.15pm.

CHAIRMAN