



WINTERTON-ON-SEA PARISH COUNCIL

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Chairman: Mark Bobby, Vice-Chairman: *Vacant*

Clerk to the Council: J Towne

Responsible Financial Officer: Cllr. D. Clegg

MINUTES OF THE MEETING

of Winterton-On-Sea Parish Council held
at the Village Hall at 7.30 pm on Wednesday 28th February 2024

Councillors present: Mark Bobby, Marina Carr, Nigel Coe, Dawn Clegg, Emma Punchard,
John Smithson, Liam McMahon, Richard. Henwood,

Public present: 2 members of the public

Minutes taken by: J Towne

Cllr. M Bobby welcomed everyone to the meeting & thanked them for their support.

1. Apologies.

Apologies were received and accepted from. Cllr. J Bensly

2. Declarations of interest.

- 2.1. Councillors should declare a pecuniary or non-pecuniary interest on any item on the agenda.
NONE Received
- 2.2. To consider any dispensation requests received. NONE Received

3. Minutes.

- 3.1. To approve the minutes of the Council meeting held on Wednesday 25th January 2024.
Councillors AGREED these were an accurate record of that meeting.
- 3.2. To review the Action Log from those minutes. When reviewing the action log, it was agreed:
 - Action 17-05-2023.4 Is removed from the action log to become regular practice whereby meter readings will be included at every meeting to enable monitoring.
 - Action 28-06-2023.5 Is ongoing - Contact to CPE has been made with no definitive response given. Will update when further information is received.
 - Action 26-07-2023.8 Closed as the Newsletter will shortly be published.
 - Action 27-09-2023.5 Is ongoing.
 - Action 27-09-2023.7 Is closed as Mission Statement preparation has commenced
 - Action 29-11-2023.2 Is Ongoing. No one is taking ownership regarding the concrete removal at the base of the tree in The Cobbleways. *Cllr. E Punchard* to make further contact with Cllr. J Bensly.
 - Action 29-11-2023.4 Is Closed as funding opportunities are being investigated
 - Action 24-01-2024.1 Is ongoing regarding The Holway passing place parking complaint. This is not currently enforceable. A meeting is scheduled for 07-03-2024 with NCC Highways Dept. for further discussion.
 - Action 24-01-2024.2 Is ongoing regarding the number of dead seals being reported. Contact has been made with GYBC however case was closed without response. Further communication to be made with environmental health and Friends of Horsey Seals for advice – **ACTION: Cllr. E Punchard**
- 3.3. Matters arising from minutes/actions are tabled for discussion at the discretion of the Chair who agreed to the following:
 - 3.3.1 Cllr. M Carr conveyed that the Open Space Supplementary Planning Document was approved on 07/02/24 and can be found following this link: <https://www.great-yarmouth.gov.uk/article/9521/Open-Space-Supplementary-Planning-Document>

4. Public Participation and Reports

- 4.1. To receive a report from Great Yarmouth Borough and Norfolk County Councillor James Bensly if present. NOT PRESENT & apologies received.
- 4.2. To receive a report from Great Yarmouth Borough Councillor Noel Galer if present. NOT PRESENT.
- 4.3. **Forum was opened to the public.**
 - 4.3.1 A member of the public raised concerns about people parking on pathways and asked whether there was anything the PC could do to assist. PC advised that the best route would be to contact the police on their non-emergency number, 101, however, it was unlikely that any action would result. PC will contact Highways to see if any signs could be installed – **ACTION – Cllr. R Henwood**
 - 4.3.2 A member of the public asked why oil tankers were being driven down Low Road when it is a Restricted byway. PC advised the resident to contact the specific oil company to report. The member of the public continued to ask whether the PC could install poles at either end of Low Road to stop vehicular access. As this road is owned by Norfolk County Council this would need to be taken up with them.
 - 4.3.3 A member of the public conveyed that the Planning Inspectorate has confirmed the dates for the Local Inquiry regarding the Application for Routes on the Definitive Map (Winterton/Hemsby footpath) are currently booked for 17th and 18th September. To be confirmed along with the venue
- 4.4. **Councillor Raised Items on Behalf of Public**
 - 4.4.1 Cllr. N Coe advised a local group had requested permission to put bird baths in local areas which they maintain. No objections were made.
 - 4.4.2 Cllr. E Punchard and Cllr. D Clegg conveyed that they had received phone calls regarding a reported landslide where garden/s join the SSSI dunes on Bush Road. Cllr. D Clegg has reported this to Cllr. J Bensly and Natural England. Contact to be made with Natural England to determine if approval is required to remove vegetation from the dunes adjoining properties as this can destabilise the dunes. A reminder to residents is to be issued to increase awareness of the dangers of removing vegetation from the dunes. **ACTION – Cllr E Punchard**
 - 4.4.3 Cllr. N Coe spoke on behalf of the public regarding a local bird scarer and the current volume it is set at causing disruption. It was agreed to approach the owner to request a reduction in volume. **ACTION – Cllr. E. Punchard**

5. Councillor Updates

- 5.1. Events – NONE PROPOSED
- 5.2. Removal of the phone number from the Recreation Ground carpark signage – It was agreed that the number would remain however a larger sign will be installed with hours whereby the clerk is contactable. A quote to be obtained with a view to approve in the next financial year – **ACTION – Cllr. D Clegg**
- 5.3. It was confirmed that the urinals had been repaired in the Village Hall
- 5.4. Considered response from GYBC regarding the request for extra bins: the PC has been informed that these would need to be purchased by the PC with the approval required for the location of the proposed bins. Having investigated the current number of bins available in the village, and how some people continue to dispose of their rubbish, inclusive of dog waste, inappropriately, it was agreed that this would be an unnecessary spend. Instead, reminders are to be issued via the website and social media regarding the responsible disposal of waste and the locations of current bins. – **ACTION - Cllr. D Clegg & Clerk J Towne**
- 5.5. It was confirmed that Dan Futter (from Norfolk ALC) will be the internal auditor at the end of the financial year. Cost as agreed previously.
- 5.6. It was confirmed that the Police and Crime Commissioner Elections will take place 2nd May 2024 using the Village Hall

- 5.8 Concerns regarding Speeding in the village especially during school runs were raised and discussed. It was agreed to communicate with the school to remind parents that all roads including Winmer Ave are 30mph. The possibility of a Community Speed Enforcement group to be created – **ACTION - Cllr D Clegg**
- 5.9 Cllr. R Henwood confirmed that the Winterton Newsletter had been drafted and distributed to Councillors for approval. A quote for printing had been attained at a cost of £116 with no VAT for newsletters. Approval to incur this expenditure was proposed by Cllr. R Henwood and seconded by Cllr. M. Carr. Distribution of newsletter to be organised – **ACTION - Cllr. M Carr & Cllr. R Henwood**

6. Correspondence, Consultations, and administration.

- 6.1. Cllr J. Bensly - NCC Updates (3) Available on PC website (*click on link*)
- 6.2. Operation Randall Newsletters (3) uploaded to the Website.
- 6.3. It was noted that a TPO has been granted for 12 The Cobbleways

7. Proposals and Projects raised in Finance Committee

- 7.1. Traffic Management Update – Cllr. N Coe and Cllr. D Clegg are meeting with Highways on 07/03/2024 to discuss.
- 7.2. Brass plaques for the VH Jubilee photo and VH Noticeboard were proposed by Cllr. R Henwood is to be purchased and installed. To bring the quote to the next Council meeting. – **ACTION – Cllr. R Henwood**

8. Planning.

- 8.1. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority. NONE Received.
It appears that the parish council has not received consultation notification of applications concerning trees – such notifications were received in the past. **ACTION – J. Towne** to ask the GYBC Planning Office why this has changed.
- 8.2. No applications were received from Great Yarmouth Borough Council and the Broads Authority after the publication of the agenda.
- 8.3. No relevant planning decisions taken by Great Yarmouth Borough Council and the Broads Authority, for notification.

9. Financial Matters.

- 9.1 To note receipts to date for February 2024 - NOTED

<u>RECEIPTS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Allotments	£101.50	Plot hire
Recreation ground	£30.00	Hire
Village Hall	£740.00	Hire
TOTAL	£871.50	

- 9.2 To agree to the following payments to be made by the end of February 2024.

<u>PAYEE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>METHOD</u>
Plan	£29.99	Mobile phone	DD
Hugo Fox	£11.99	Website	DD
Anglian water	£6.00	Allotments	DD
Anglian water	£31.00	VH sewerage	DD
NLGPS	£717.07	Backdated Pension	BACS

Salaries/HMRC	£995.36	Staffing	BACS
NLGPS	£221.67	Pensions	BACS
J.Hodds	£835.00	VH noticeboard	BACS
Scribe	£58.80	Accounts health check	BACS
East Coast waste	£222.00	Allotments skip	BACS
Scribe	£1,175.04	Accounts & bookings	BACS
Clear Councils	£2,176.93	Insurance	BACS
Sparky's	£108.00	PAT Testing VH	BACS
Cllr. R. Henwood	£64.40	Posts & cement noticeboard	BACS
Viking	£55.13	VH cleaning materials	BACS
Duffles pond Group	£500.00	Grant	BACS
Viking	£25.74	VH cleaning materials	BACS
C. Attew	700.00	VH decorating balance	BACS
R Smith	45.00	VH Urinal Repair	BACS
Total	£7,979.12		

Council APPROVED ALL Receipts and Payments.

- 9.3 Confirmed all invoices for Village Hall Hirers for February have been issued.
- 9.4 Confirmed a new contract entered into with Octopus Energy for the Village Hall with a new smart meter fitted.
- 9.5 Confirmed combined Insurance has been acquired through Clear Councils with the removal of prior cover after clarification of ownership.
- 9.6 The recently received Bowls Club Invoice re VH advertising board was discussed and it was agreed to request removal as per last year. A letter is to be sent to confirm. **ACTION – Cllr D Clegg & Clerk, J Towne**
- 9.7 The second skip required for the allotment clearing at a Cost of £168 + VAT was considered and approved.
- 9.8 The quote for the required windsock was proposed for approval by *Cllr. R. Henwood & seconded by Cllr. E Punchard*. Approval given.

10 Any other Business for Future Meeting

Apologies received from Cllr. M Bobby and Cllr. E Punchard being unable to attend the forthcoming Finance Meeting 13/03/2024

Promotions for 9th Councillor to co-opt were considered with unanimous approval.

Cllr. D Clegg requested a discussion about the PC Noticeboard situated at Poppy's. Currently in a bad state of repair. Quotes to be obtained to repair or replace – **ACTION Cllr. D Clegg**

The next meeting will include the council's schedule of policies to consider.

GDPR and associated Data protection policies **are** to be reviewed. **ACTION c/f - Cllr. R Henwood**

11 The date of the next meeting

The next council meeting will be on **Wednesday, March 27th, 2024, at 7:30 pm in the Village Hall.**

12 Quotes and Tenders

12.1 Changing Room Quotes to be discussed further at the next Finance Meeting

MEETING CLOSED 9.02 PM