

WINTERTON ON SEA PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON WEDNESDAY 10TH JANUARY 2018 IN THE VILLAGE HALL AT 7.30 PM

Present Eric Lund (Chair) , Mark Bobby, Simon Bowman, Bob Bolch, Ayeshia Hammond Young, Steve Chalkley, John Allen. Residents: 29, Village Hall Committee Chairman Chris Barlow, BCllrs Shirley Weymouth and James Bensly, CCllr Ron Hanton.

1. To consider apologies for absence.

Cllr Roger Jarvis, otherwise engaged.

2. Declarations of interest in items on the agenda and requests for dispensations.

None.

To consider a motion to suspend the meeting to allow members of the public and the Borough/ County Councillors to inform the meeting :-

- 3. Public discussion** - The Chair re-arranged the agenda to enable some attendees to attend another meeting and explained the meeting had been brought forward a week in order for the Council to discuss further information received about the precept, and to meet the precept submission date.

Winterton Lifeboat Restoration Group - Terry Byrne.

Terry gave a history of the project and plans to apply for planning permission to build a new boat shed next to the Fisherman Sheds at the north end of Beach Car Park. This will house the lifeboat and a Heritage Centre of village history and wildlife in the area. The Edward Birkbeck is currently undergoing restoration at the Maritime Shelter at Hales House, Somerton Road, Winterton-on-sea. Volunteers are always welcome. A copy of the full report is available from Terry or the clerk.

Winterton Village Hall - Chairman Chris Barlow.

Chris : there have been 2 big events - a collection for the Salvation Army which was described by the SA as being exceptional for a village. Chris thanked the village for its contributions. The Christmas Fayre which raised £1400 towards the cost of running and maintaining the village hall. Chris stated the committee was disappointed in the limited response from the Parish Council in attending/supporting the Fayre. A new floor has been fitted in the village hall and will be covered with flooring in the next 2 weeks.

The Chair informed the public that parking issues would be discussed under item 9 and invited comments other than about parking.

A resident asked why Norfolk County Council had put up signs for the coastal path, but no bins or facilities. CCllr Ron Hanton offered to look into it and asked the resident to email him. BCllr Shirley Weymouth stated Natural England had put the signs up. Chair Eric Lund clarified that Norfolk County Council had acted as contractors for Natural England to fence off the path. Another resident said there is an increasing issue with the number of poo bags left on the beach and dunes.

A resident said there had been problems with people parking across his drive in North Market Road. It was acknowledged that this is an increasing problem in the village and he was advised to inform the police and GYBC Parking if this occurred again.

4. Police Report.

Received from PC Gary May:

Since the last Parish Meeting on 15th November 2017 there has been 24 calls to Norfolk Constabulary, these include:

- Abandoned Call x3
- Alarm Sounding x1
- Anti-Social Behaviour x1
- Assist Ambulance x1
- Complaint against Police x1
- Concern for Safety x2
- Concern for Safety x2
- Domestic Related Incident x2
- Found Property x1
- Missing person x1
- Public Order Incident x1
- Road Related Incident x3
- Suspicious Circumstances' x3
- Violence against Person x1
- Wanted Person x1

(please note not all calls are crime related)

There has been 12 recordable crimes / incidents for the same time period, these include:

- Attempted Burglary (shed)
- Burglary (shed)
- Adult Protection Investigation (non-crime)
- Breach of Court Order x3
- Fraud Investigation (Action Fraud)
- Theft
- Section 4A Public Order Act (causing harassment, alarm or distress) x2
- Domestic Abuse Investigation (non-crime)
- Criminal Damage

Several people had reported parking obstructions over the holiday periods but none are recorded. CCllr Ron Hanton advised calls are dealt with on the day and are not recorded.

5. Report from Borough Councillors/County Councillor – if present

BCllr James Bensly reported a meeting with the Community Land Trust had taken place in Hemsby and another meeting is due to take place in Scratby.

Cllr Ron Hanton informed the meeting the work on the Fullers Hill roundabout is nearly completed. Work on the access to the Asda store will continue until May. Ron went on to give a report of the traffic improvement schemes in Great Yarmouth and around the county. The government are allowing councils to raise their Council Tax increases by a further 1%. The council are considering a 4.9% increase + the 1%. PCllr Bob Bolch asked about funding of the 11% increase in councillor's allowances. BCllr Ron Hanton replied the situation is not as it appeared in the press and news.

Reopening of the meeting:-

6. **To confirm minutes of the previous meeting and the Extraordinary Meeting in November.** The clerk noted that several typos had been amended since the draft minutes were sent out, and attendees and apologies amended. It was proposed by John Allen and seconded by Cllr Ayesha Hammond Young that the minutes be approved as a true record of the last meeting. Unanimously agreed. The minutes were signed by the Chair.

7. **To report matters arising from the minutes not already on the agenda, for information only.**
None.

8. **Committees:** NP Steering Committee - Playing Field Management Committee terms of reference and membership, amended Allotment Advisory Committee to include Duffles Pond and In Bloom.
A new date is to be set for the NP Steering Group meeting.
The councillors had received copies of the draft Terms of Reference. Cllr Steve Chalkely proposed they be approved, seconded by PCllr Bob Bolch. Unanimously agreed. Parish councillor membership of the committee will be confirmed at the next meeting.

Cllr Steve Chalkley will draft the amendments for the Allotment Advisory Committee for approval at the next meeting.

9. Parking restrictions - Beach Road update:

- Chair Eric Lund informed the meeting there are all year round restrictions on the south side (right-hand side on the way to the beach), including the path and dune areas where people continue to park. It was agreed to get a quote for some small signs advising people of this, to put on the bollards. The Chair will contact Highways to ask for permanent signs informing the public of the restrictions.
- CCllr Ron Hanton will use his grant allowance to fund/part fund all year round restrictions along the north side of Beach Road. It was agreed the restrictions should be from 8am - 7pm. The Parish Council may be required to cover any short-fall in finance.
- Many residents are concerned about the parking issues in the village. The Chair had discussed the issues with representatives from the Borough and County Councils, Highways and many residents and visitors. It was confirmed the car park had the capacity but because of obstructive parking, visitors could not get to

the car park or did not know of the car park. Placing the restrictions and adding signage to the car park were seen as the first steps in alleviating parking issues around the village.

- The Parish Council encouraged residents to be more pro-active in calling GYBC Car Parking and asking for the wardens to come out. The Parish Council will also continue to request this.
- A resident expressed concern about cars parked around the corners and bends in the road by the garage. The Parish Council will follow this up.
- A resident asked for confirmation that the car park would be open during the restricted parking hours. The car park owner confirmed that it would be during the summer but few people parked there in the dark during the winter.

10. Finance

- Bank reconciliation
- To agree payments in accordance with the budget, including payment for the Christmas Tree this year and in future, and to create a concrete support hole to prevent the tree from falling over. Payment for December and January totalling £4485.05; receipts totalling £417.08; combined adjusted bank balance (excluding the Village Hall Accounts) of £28468.48, as per attachments.
- Confirmation of precept request. The Parish Council had agreed a total request of £33512. Following the meeting, the clerk received notification about a reduction in the Council Tax Support Grant and information about the potential cost of parking restrictions. The precept would need to increase to £37012 to cover potential costs of parking restrictions and the reduction in GYBC Council Tax Support Grant - it will actually be more than £700 less than last year, and still leave a general reserve of £7265 for any other unforeseen costs/emergencies representing another increase of £3,500.
- Review of Insurance - postponed to allow time to review renewal papers just received. Cllr Bob Bolch proposed the above be accepted, seconded by Cllr John Allen. Unanimously agreed.

11. Cinema Club - proposal to agree to accept donation of equipment, apply for grants on behalf of the Club.

Geoff Roper reported that the club has a committee of 5, but would like 2 more members, and invited volunteers to come forward. There had been a good response from the Newsletter article. Geoff is still looking for quotes for equipment and pointed out the heater at the back of the hall may be an issue with the placement of the screen. Chair Eric Lund informed the meeting that he and Chris Barlow, Village Hall Committee Chair, had met with representatives of the Cinema Club and proposed from that meeting that the Parish Council support the Club's applications for funding and accept the donation of equipment, providing there is no cost to the Council, therefore, the residents. There would also be no profit from the Club, which would retain its funds after meeting any costs incurred by the Council. Cllr Steve Chalkley proposed the proposal be accepted, seconded by Cllr Ayesha Hammond Young. The clerk will draw up a draft Working Agreement for approval by the Cinema Club Committee and the Parish Council.

12. Training - Clerk and Councillor Training - report back: Cllr Bob Bolch; Data Protection Training 29th January, Sprowston.

Cllr Bob Bolch had attended an Induction for Clerks and Councillors training course in November and found it very useful and informative.

The clerk will be attending the Data Protection Training re the impending changes in the law and the Chair asked if a councillor would also attend. Cllr Bob Bolch volunteered, proposed by Cllr Mark Bobby, seconded by Cllr John Allen, unanimously agreed.

13. To consider Planning Applications received/approved

- 06/17/0715/F Proposed side utility addition, new pitched roof over garage, 2 no. pitched roof dormers to rear and installation of wood burner with steel flue. Spindrift Bush Road NR29 4BY. The Planning Advisory Committee advised no objections.

14. Committee/Group Reports

- **Safer Neighbourhood Action Plan (SNAP)** Next meeting 11th January, Martham. Cllr John Allen will discuss attendance with Cllr Roger Jarvis.
- **Patient Participation Group (PPG).** There is a GYB meeting next month. Cllr Steve Chalkley will report back at the next meeting. Cllr Steve Chalkley was invited to the Carers Group at the last meeting and the invitation is open to other councillors.
- **Allotment Advisory Committee** - Cllr Steve Chalkley has laminated signs indicating the vacant plots. The Committee will continue to meet quarterly. Cllr Chalkley will give the dates to the clerk. Rat traps have been placed at Duffles Pond. The Friends have requested 20' of chicken wire to cover the pontoon and 1 security camera at approximately £70. The fencing has been secured and no parish council equipment is kept in the shed. The question of a supply of water at the allotments arose again. Cllr Steve Chalkley will get quotes for a camera, costings for the provision of water at the allotment, and some T1 infill for the pathway.

15. Allotments: update -

- Vacancies/waiting list. There are 8 vacant allotments and a working group has been formed to maintain them until let.
- Recommendations for approval - It was agreed that Cllr Chalkley could use the remaining 2 anti-dog fouling signs. The trees at the back of the allotments need looking at in February/March, prior to the nesting season.
- Allotment payments 2018 update. £554.31 has been collected to date.

16. Duffles Pond - annual Risk Assessment.

Cllr Steve Chalkley will carry out the Risk Assessment alongside a Friends of Duffles Pond representative.

17. Playing Field

- **Changing Rooms, Refurbishment** - update: following recommendations made at a site meeting with GYBC Planning, the Chair has asked the Cricket Club if they will be willing to hand ownership of the pavilion over to the Parish Council, which will enable it to be

part of the new build, and is waiting for a response before further decisions can be made.

- **Repair to Basketball Hoop** - update: Cllr Bob Bolch will check whether the hoop is the regulation height. Chair Eric Lund will measure the post, and place the net in March.

18. Councillor Feedback and items for the agenda. Councillors to report on any residents' individual concerns/comments or any other item as required.

Cllr Steve Chalkley asked if one of the bench plaques can be replaced because it has been obscured. The clerk will check ownership and enquire.

The clerk will chase up the Ivan King sign restoration.

- 19. Purchase of Parking Signs** - update: Chair Eric Lund is expecting a quote for the parking signs to be available for the next meeting.

20. Request to hold Dune Runner event 2018 on the playing field.

The organisers have agreed to arrange portaloos following the issue with the changing room toilets last year. they have also welcomed the placement of a stall by the Friends of Horsey Seals and the Parish council to promote the Changing room Project. The Council unanimously resolved to allow the event to take place and to have a stall.

- 21. Request by Friends of Horsey Seals for the Council to endorse wildlife signs on Winterton Beach** - unanimously agreed.

22. Correspondence received

- Notice of Highways inspections and requests for work required - to be placed on the website.
- 2 emails with photos received from residents re the recent parking problems - see item 9.
- 2 complaints about uncontrolled dogs on the beach.

23. Action Log January

		Details	What has happened	Update
1	Residents/Councillor	Pothole in Empsons Loke.	The Parish Council have investigated responsibility	Cllr John Allen - will continue to monitor. GYBC have carried out remedial work on drainage and will continue to work on the soakaway. They have cured the pothole. It is possible that some

				collapsed drains at some properties have impacted on the pothole situation.
2	Peter & Dawn Clegg	Playground inspection	No issues reported.	
3	Resident	Trees overhanging his boundary at playing field - requesting some trimming back/reduction in height.		The clerk has contacted Graeme Watson to carry out the work. Completed.
4	Resident	There are a number of lights out in the area of the village green	Cllr Simon Bowman reported 51R 22R 64R and 36R as not working properly and 488R as appearing to no longer be in use but still there. The clerk will report to /streetlighting.	Completed.
5	Resident	The VAS sign on the Hemsby Road as you approach the double bend coming into Winterton is not working properly again following the previous repair.	The clerk will report the problem.	Completed.
6	Resident	Blocked drains in The Lane	Highways are carrying out improvement works	Highways have carried out some work, will monitor and carry out further repairs if required. A resident is chasing this - she believes there were 2 stages to the work and is enquiring about the second stage.
7	Cllr Simon Bowman	Damaged wall in The Lane.	Residents are discussing repairs.	Debris has been removed from the highway.
8	Resident	Streetlight 25R, not working	The clerk has reported to Streetlighting.	
9	Residents	2 reports received re parking obstructions and dangerous parking over the holiday period in Beach Road and Winner	See Agenda item 9	

		Avenue		
10	Cllr Simon Bowman	Reported streetlights 35R, 25R, 61R as not working.	The clerk had reported 25R, but it does not appear to have been repaired. The clerk will report to Streetlighting.	

1. Date of the next meeting: 21st February 2018 in the Village Hall at 7.30pm.

The meeting closed at 9.40pm.

Attachments: Draft payments, receipts lists, bank reconciliation.

Winterton on Sea

DRAFT PAYMENTS LIST: (Cheque order) Vouchers 151 to 163

Vchr.	Cheque	Cde.	Name	Description	Amount
152	BACS	5	K Brown	Bus shelter cleaning	40.00
			<i>Dec-Jan 2018</i>		
153	BACS	5	P Lynham	Bus shelter cleaning	40.00
			<i>Dec-Jan 2018</i>		
154	BACS	14	Wrentham Christmas Trees	Christmas Tree	85.00
			<i>LGA 1972 s.144 & 145. Repayment to Michael Blake</i>		
155	BACS	25	GYBC	Newsletter printing	105.04
			<i>Dec-Jan £105.04 paid in error - £102.40 - £2.64 to be deducted from next payment.</i>		
156	BACS	6	GYB Services Ltd.	Tree work	299.52
			<i>Tree work at playing field</i>		
157	BACS	12	S Welsh	Clerk Salary	877.94
			<i>Month 10 SCP28</i>		
158	BACS	12	HMRC	PAYE	124.27
			<i>Employee and employer tax and NI payments M10</i>		
159	BACS	27	Norfolk Pension Fund	Clerk Pension	273.25
			<i>Employee and employer contributions, M10</i>		
160	BACS	13	S Welsh	Office costs	24.72
			<i>Office costs £18, stamps £6.72</i>		
161	BACS	13	Unity Trust Bank	Bank Service Charge	18.00
			<i>Quarterly bank charge.</i>		
162	BACS	3	GROUNDS TIDY	Grass Cutting Allotments	75.00
163	BACS	6	GROUNDS TIDY	Tree work	120.00
			<i>Village Hall Green</i>		
			Subtotal Cheque No.	BACS	2,082.74
151	DD	13	Virgin Mobile	Telephone	6.00
TOTAL					2,088.74

Winterton on Sea
DRAFT RECEIPTS LIST: Vouchers 38 to 50

Vchr.	Ref	Cde.	Name	Description	Amount
38	BACS	16	Austin Fernandez <i>December</i>	Newsletter donation	15.00
39	Cash	21	Miscellaneous <i>Rent 2018 Plots 9 £20.00; 36,37,53,57 £50.10</i>	Allotment Rent	70.10
40	Cheque C	21	Grimmer <i>Rent 2018 Plots 52</i>	Allotment Rent	12.21
41	Direct pa	15	Unity Trust Bank	Bank interest	4.55
42	BACS	21	Cawley <i>Allotment rent 2018</i>	Allotment Rent	10.00
43	BACS	21	Hodkinson plot 65 <i>Allotment rent 2018</i>	Allotment Rent	12.50
44	BACS	21	Crawford <i>Allotment rent 2018</i>	Allotment Rent	25.70
TOTAL					150.06

Winterton on Sea

	Bank Reconciliation at 17/01/2018			
	Cash in Hand 01/04/2017			
				20,691.11
	ADD			
	Receipts 01/04/2017 - 17/01/2018			38,572.36
				59,263.47
	SUBTRACT			
	Payments 01/04/2017 - 17/01/2018			30,794.99
A	Cash in Hand 17/01/2018 (per Cash Book)			28,468.48
	Cash in hand per Bank Statements			
	Cash	01/04/2015	0.00	
	Current 65035185	07/07/2017	0.00	
	Deposit 03695239	07/07/2017	0.00	
	Unity Trust Current 0674	31/12/2017	1,128.55	
	Unity Trust Deposit 0687	31/12/2017	29,042.10	
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Winterton on Sea
Uncashed payments/transfers out (All banks)
(Upto 17/01/2018)

Voucher	Date	Cheque No.	Description	Total	Bank
129	14/11/2017	BACS	Duffles Pond Maintenance	62.40	Unity Trust Current 06;
139	28/11/2017	BACS	Basketball nets	5.58	Unity Trust Current 06;
152	10/01/2018	BACS	Bus shelter cleaning	40.00	Unity Trust Current 06;
153	10/01/2018	BACS	Bus shelter cleaning	40.00	Unity Trust Current 06;
154	10/01/2018	BACS	Christmas Tree	85.00	Unity Trust Current 06;
156	10/01/2018	BACS	Tree work	299.52	Unity Trust Current 06;
157	10/01/2018	BACS	Clerk Salary	877.94	Unity Trust Current 06;
158	10/01/2018	BACS	PAYE	124.27	Unity Trust Current 06;
159	10/01/2018	BACS	Clerk Pension	273.25	Unity Trust Current 06;
160	10/01/2018	BACS	Office costs	24.72	Unity Trust Current 06;
4095	10/01/2018		Transfer to Unity Trust Current 06	2,000.00	Unity Trust Deposit 06;
Total-----				3,832.68	