

**Minutes of the Meeting of Winterton-on-Sea Parish Council**  
**Wednesday 19th June 2019 7.30pm Winterton-on-Sea Village Hall**

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

**Also attended:** 5 members of the public.

**1. Apologies**

There were no apologies for absence.

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

There were no declarations of interest.

**3. Minutes of the Previous Meeting**

The minutes of the meeting held on 15th May 2019 were **agreed** and signed by the Chairman.

**4. Update on matters arising from the minutes**

**a) Local Council Award Scheme**

The Chairman reported that the Council had successfully gained the 'Quality' award in the Local Council Award Scheme, noting that the assessors had been complementary about many aspects of the Council's work. The certificate would be presented at a future meeting.

**b) Contractors Public Liability Insurance**

The Clerk reported that the beach cleaner had increased her insurance to £5M, and that the outside spaces and maintenance contractor would be increasing his at renewal at the beginning of July.

**c)** Discussion ensued regarding the departure of Cllr Sutton from the last meeting, and the manner in which the matter in hand was discussed. The Chairman had discussed this with Cllr Sutton following the meeting, who had felt that he had been set up. The Chairman reiterated that he had no prior knowledge of the intended conversation. It was felt that Cllr Sutton should apologise to his council colleagues for this behaviour.

**5. Public Participation**

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

**a) Public Participation**

A member of the public asked for a progress report on the reopening of the path between Winterton Valley and Long Beach. The Chairman replied that Norfolk County Council were still dealing with this through legal processes, which were complicated and involved. The Council was also looking at the status of the path between Bush Road and the Dunes, and would be undertaking an occasional cut back of weeds.

**b) Borough Councillors**

Not present.

c) County Councillor

Ron Hanton presented his report, which would be circulated to Councillors. It was noted that Ron had a £6,000 allowance for small highways works in his division. It was noted that the parking changes in Beach Road should be permanent by the end of September.

*Standing orders were reinstated.*

6. **Co-option to three vacancies**

Marie Hartley was co-opted to the Council, proposed by Roger Jarvis, seconded by Mark Bobby, all in favour. The Declaration of Acceptance of Office was signed and Marie took her seat at the meeting.

This left two vacancies on the Council.

7. **Planning**

a) Applications Received

i) None.

b) Planning Decisions

None.

8. **Correspondence and Consultations**

a) Flegg Community Land Trust

The Chairman reported that a letter had been received inviting the Council to join the Flegg Community Land Trust. It was **agreed** that the Chairman would find out more about this, and it would be considered at the next meeting.

**EL  
Clerk**

b) Parish Partnership Fund

Bidding for the 2020/2021 Parish Partnership Scheme was open, with 50% funding available for highways schemes. The deadline for applications was 6th December 2019. It was suggested that a fixed Vehicle Activated Sign could be considered for the southbound stretch of Bulmer Lane. The Clerk was asked to look into this.

**Clerk**

9. **Finance**

a) Receipts, Payments, and Bank Reconciliation

The bank balances at 31st May 2019 were:

- Current account - £3,105.02
- Deposit account - £65,155.81

This included the ring-fenced Village Hall balance of £21,898.91 and earmarked reserves of £20,865.64. Free funds were £15,177.93.

b) Accounts for Payment

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

C Moore	Salary June 2019	£989.11
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
K Jones	Grass Cutting	£130.00
Winterton In Bloom	S137 Donation	£500.00
National ALC	LCAS Registration	£60.00

Wave	Playing Field Water	£249.47
Vortex	Grounds Maintenance	£255.00
Norse Eastern Ltd	Playground Maintenance	£194.70
Norfolk PTS	New Councillor Training	£55.00
C Moore	Expenses	£31.75
Norse Eastern Ltd	Newsletter Printing	£345.00
Winterton PCC	Graveyard Maintenance	£1,300.00
Keith Jones	Grounds Maintenance	£265.00
	<b>TOTAL</b>	<b>£4,857.99</b>

## 10. Committees and Advisory Groups

### a) Village Hall Committee

Eric Lund reported that there was a lot of sorting out happening following the transition to from the old Committee. Electrical testing had shown a few issues, and would be completed later in the week. The building would be deep cleaned shortly, and would be done regularly going forward. The cleaner had decided to leave, but had stated that this was not due to the change in management, so the Personnel Committee would be meeting to discuss options. Eric would be looking at options for LED lighting at the rear of the building.

EL

### b) Safer Neighbourhood Action Group

The next meeting would be 25th July 2019.

### c) Patient Participation Group

John Allen had not heard anything about this, and would be subscribing to the regular emails.

### d) Allotment Advisory Group

Nigel Coe reported that he and Mark were getting to grips with the allotment layout and requirements. There were a few overgrown allotments which were being addressed, there were two which needed to be identified and the allotment holder contacted. Nigel reported that there didn't seem to be an appetite among allotment holders to have water to the site, and that the main driver seemed to be cheap rents. A meeting would be convened for allotment holders. The Clerk confirmed that there were three people on the waiting list, and it was **agreed** that allotments would always be prioritised for residents of Winterton-on-Sea.

NC  
Clerk

### e) Playing Field Management Committee

Eric Lund reported that the outline application had not be ratified by Great Yarmouth Borough Council as they could not take an outline application for an extension. Full planning permission was required, and the cost to produce the documents would be £2,000. The likelihood of Sport England providing funding was not high, however it was felt that the planning permission should be followed through as money had been spent on getting to this stage. It was noted that a realistic, strategic approach was required for the funding, with a clear evidence base and showing collaborative partnership working. It was suggested that an open consultation should be held with residents and users of the playing field. It was noted that the Council wanted to develop the facilities at the playing field to bring in more users, and **agreed** that a meeting of the Playing Field Management Committee would be convened to discuss the project, and progression of the planning application. It was **agreed** to appoint Marie Hartley to the Committee.

Clerk

### f) Neighbourhood Plan Steering Advisory Group

Eric Lund reported that GYBC were suggesting that the Plan would require a

Strategic Environmental Assessment and a Habitat Assessment due to the SSSI. This would add around £2,000 to the project. Eric would be discussing this further with the Borough Council and the consultants.

**EL**

**11. Other Matters**

**a) Erosion Update**

Sand was continuing to be moved to the front of the cafe and car park. The beach was still low, with the danger of being trapped below the car park at high tide. Signs were being put out to advise of the dangers. The fishermen's huts were very close to the edge, and permission would be required to move these.

**12. Action Log**

The action log was noted. It was suggested that the Parish Partnership Fund could be used for the wheelchair access project. The Clerk was asked to put 'white lines in front of dropped kerbs' on the action log.

**Clerk**

**13. Councillor Feedback and Items for Next Meeting**

A query was raised asking whether Winterton was a 'No Cold Calling' area. It was understood that George Beck Road was, but not the rest. The Clerk was asked to find out more information about this.

**Clerk**

The broken bench had been reported to GYBC, who were claiming it was not theirs. James Bensley was involved and chasing the matter. There were some street lights out which would be reported.

**14. Date of next meeting:**

- Wednesday 17th July 2019 7.30pm Winterton Village Hall.

The meeting closed at 8.55pm.

**CHAIRMAN**