



WINTERTON-ON-SEA PARISH COUNCIL

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Chairman: Mark Bobby, Vice-Chairman: Nigel Coe

Clerk to the Council: S. Bromley

Minutes of the Winterton-on-Sea Parish Council Meeting held on Wednesday 26th October 2022 at 7:30PM

Present: Cllrs Mark Bobby (Chair), Dawn Clegg, Nigel Coe, Liam McMahon, Norman Parcell and John Smithson.

Present: six members of the public, Great Yarmouth Borough Councillor Noel Galer.

Clerk: *Samantha Bromley*

1. Apologies.

Apologies for absence were received and accepted from Cllr M. Carr (illness), Cllr M. Hartley (alternative commitment) and Cllr E. Punchard (alternative commitment).

2. Minutes.

The minutes of the meeting of the council held on Wednesday 28th September 2022 were AGREED as a true and correct record and signed by the chairman.

3. Declarations of interest.

No pecuniary or non-pecuniary interest were declared.

4. To receive updates on matters not elsewhere on the agenda.

- 4.1. Waiting on confirmation from highways to proceed with the Parish Partnership application for an additional SAM2 sign.
- 4.2. All electrical appliance in the Village Hall passed the PAT test. The Parish Council's laptop power lead failed the PAT test.
- 4.3. Waiting to receive the fire inspection report for the Playing Field facilities.
- 4.4. The Environmental Working Group are planning a tree planting event for Sunday 15th January to plant the Jubilee trees.
- 4.5. The key register for the Playing Field gates has been completed.
- 4.6. The wild flower areas have been reviewed and tidied.
- 4.7. The environmental working group is seeking permission from the landowners to clear the Russian vines on the South Dunes on the 27th of November with the support of the Norfolk Conservation Corps, if this permission is granted residents on Beach Road will be notified.

5. Public Participation and Reports (20 minutes maximum).

- 5.1. To receive a report from Great Yarmouth Borough and Norfolk County Councillor James Bensly if present. Not present.
- 5.2. A report was received from Great Yarmouth Borough Councillor Noel Galer.
 - 5.2.1. Cllr Noel Galer will be working with Coastal Partnership East
 - 5.2.2. GYBC is preparing for contingencies and interventions this winter to support the public.
 - 5.2.3. Cllr Noel Galer will pledge £100 towards the installation of a permanent flag pole outside of the Village Hall.
- 5.3. Public Participation
 - It was reported that the S-bend sign, from Winterton to Hemsby, is facing the wrong way.
 - A request was made for an S-bend sign to be installed from Hemsby to Winterton.
 - A request was received for signage in village to encouraging drivers to be aware of pedestrians on the street.
 - A request was made for the notice board, displaying the opening times for the Playing Field car park to be updated.

- The parking allocation bay lines, in the Playing Field carpark, were reported to be faded.

6. Correspondence and Consultations.

- 6.1. Email: Norfolk Minerals and Waste Local Plan: Pre-Submission: Invitation to make representations. Received and noted.
- 6.2. Email: Bulb - Your prices and the Energy Bill Relief Scheme. Received and noted.
- 6.3. Email: Broads Authority - Notice of two documents out for consultation - local plan and design guide. Received and noted.
- 6.4. Email: Unity Bank – Important Information – Your rate is changing. Received and noted.
- 6.5. Email: Great Yarmouth Police Newsletter. Received and noted.
- 6.6. Email: NCC - Advice for bird keepers in Norfolk amid avian influenza (Bird Flu) outbreaks. Received and noted.
- 6.7. Email: Highways - Garden planters on highway are being investigated. Received and noted.
- 6.8. Email: Haven Bridge – Public Information Notice for Bridge Testing – Haven bridge will be temporarily closed to vehicles and pedestrians over night from Monday 31st October to Wednesday 9th November and again Saturday 12th November and Sunday 13th November. Received and noted.
- 6.9. Email: Changes to Bus Service – Due to Road closure in Martham, the local bus service (First1/1A) will not be able to serve Winterton between 24th and 28th of October. A shuttle service has been arranged between Winterton and Hemsby where passengers will be able to change to the bus for onward journey to Great Yarmouth. Received and noted.
- 6.10. Email: resident – concern expressed towards the track in front of the village green becoming muddy and unsafe to walk on during the wetter seasons. Received and noted.
- 6.11. Email: Community Action Norfolk (CAN) Annual General Meeting. Received and noted.

7. Community Work

It was AGREED to utilise the community work group for village improvements. Proposed Cllr N. Coe, seconded Cllr M. Bobby. Further conversations to be had.

8. SAM2

The meeting was informed that the SAM2 sign is currently out of order. Cllr J. Smithson will review the SAM2 sign to determine if maintenance is required. It was AGREED to pursue with arrangements to purchase a second SAM2 sign independently. Proposed Cllr M. Bobby, seconded Cllr D. Clegg

9. Duffles Pond

Deferred to next meeting once additional information has been obtained.

10. Planning.

- 10.1. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority. None.
- 10.2. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority after the publication of the agenda. None.
- 10.3. To receive notification of planning decisions taken by Great Yarmouth Borough Council and the Broads Authority. None.

11. Financial Matters.

- 11.1. Receipts for September 2022 were noted.

Payer	Description	Amount
Cllr J. Smithson	Village Yard Sale	£48.00
Dance Fitness	Hall Hire	£16.00
GYBC	Precept	£23,787.50
Dance Fitness	Hall Hire	£32.00
Marine Cadets	Hall Hire	£96.00

- 11.2. The following payments were AGREED. Proposed Cllr D. Clegg, Seconded Cllr L. McMahon.
 11.2.1. It was noted that the council was advised that an electrical test was not necessary but a PAT electrical test was recommended.

Payee	Description	Method	Amount
Staffing	Salaries / HMRC / N.I	BACS	£1619.90
R. L. Smith	Grass Cutting	BACS	£160.00
My Plan	Mobile	DD	£30.99
Tyrell & Brown (Norfolk) Ltd	Village Hall PAT test	BACS	£60.00
Clerk	Zoom	BACS	£14.39
Clerk Expenses	Mileage October	BACS	£46.80
Viking	Administration	BACS	£112.44
Eddies Gardening Services	Grass Cutting	BACS	£2030.00

- 11.3. It was AGREED to extend the services of Eddies Gardening Services for one additional cut at the current agreed rate. Proposed Cllr L. McMahon, seconded Cllr J. Smithson.
 11.4. It was RESOLVED to AGREE to fund the purchase of the Winterton in Bloom plaque for the rose garden to commemorate 70 years of the late Queen Elizabeth's reign for £22.44. Proposed Cllr D. Clegg, seconded Cllr N. Parcell.
 11.5. It was RESOLVED to AGREE to obtain the services of Rowland Smith for £475, to lay 11 slabs and relay 4 existing slabs to connect the end of the path, outside of the Village Hall, to the path on the Village Hall Green to improve accessibility during wet conditions. Proposed Cllr M. Bobby, seconded Cllr N. Coe.

12. Administration.

- 12.1. It was confirmed that all Village Hall users have been invoiced up to the end of October.
 12.2. Consideration a date for a follow up meeting with Flegg CTL was deferred to January.
 12.3. It was RESOLVED to AGREE to apply for the Great Yarmouth Tourism Grant to support the cleaning of the beach toilets. Proposed Cllr D. Clegg, seconded Cllr N. Coe.
 12.4. To consider purchasing a plaque to commemorate the Queen's Jubilee. Deferred.
 12.5. The purchase of a new parish council laptop will be considered in the Finance Committee meeting when reviewing the 2023/24 budget.
 12.6. Suggestions were received for the installation of a permanent flagpole outside of the Village Hall. A Commemorative Flagpole Working Group will be formed to consider funding and installation options. This will be led by Cllr J. Smithson who will report back to full council for final decisions to be made.
 12.7. It was RESOLVED to AGREED to purchase an additional key for the Village Hall post box and the village notice boards for an amount of up to £30. Proposed Cllr J. Smithson, seconded Cllr N. Coe.
 12.8. It was RESOLVED to AGREE to sign the Memorandum of Understanding between Norfolk County Council (Highways) and the Parish of Winterton, concerning the use of temporary Speed Awareness Messaging. Proposed Cllr D. Clegg, seconded Cllr N. Parcell.
 12.9. To consider adding a supplement charge for hirers using the electric heaters in the Village Hall to help towards the dramatic increase in electricity costs. Deferred to next meeting once additional information is obtained.

13. Any other Business for Future Meeting

To note any business for the next meeting of the council.

- 13.1. Environmental working group focus for 2023 – Cllr E. Punchard
 13.2. Resilient Coast Grants scheme – Cllr E. Punchard.
 13.3. Village Hall roof installation – Cllr J. Smithson
 13.4. Extension to Village grass cutting
 13.5. Updating the Playing Field notice board
 13.6. Playing Field allocated parking bay lines

13.7. Community Work

13.8. To consider adding a supplement charge for hirers using the electric heaters in the Village Hall to help towards the dramatic increase in electricity costs.

14. The date of the next meeting

14.1. The next Finance Committee meeting will be held on Wednesday 9th November 2022.

14.2. The next meeting of the council will be held on Wednesday 30th November 2022.

In accordance with the Public Bodies (administration to meetings) Act1960, the meeting RESOLVED to exclude the press and public during the following items due to the confidential nature.

15. Staffing

15.1. It was RESOLVED to AGREE to appoint the temporary Clerk and Responsible Financial Officer, Samantha Bromley, to the permanent role. Proposed Cllr M. Bobby, seconded Cllr N. Coe.

15.1.1. It was RESOLVED to AGREE the contract as presented and signed by the Chair.
Proposed M. Bobby, seconded Cllr N. Coe.

16. Village Hall

A request made from a hirer of the Village Hall was denied as it is not inline with the conditions of hire.

Meeting Closed at 9:10pm