



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 28th September 2022 at 7:30PM

Present: Cllrs Mark Bobby (Chair), Marina Carr, Dawn Clegg, Nigel Coe, Marie Hartley, Liam McMahon, Norman Parcell and Emma Punchard

Present: Three members of the public, Great Yarmouth Borough and Norfolk County Councillor James Bensly.

Clerk: Samantha Bromley

1. Apologies.

Apologies for absence were received and accepted from Cllr J. Smithson (illness).

2. Minutes.

The minutes of the meeting of the council held on Wednesday 27th July 2022 were AGREED as a true and correct record and signed by the chairman.

3. Declarations of interest.

Cllr M. Carr informed the meeting that she works for Norfolk County Council.

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

- 4.1. Jubilee Trees – The application was successful. They will be collected in January ready for planting.
- 4.2. Paving Stones – A report will be given to councillors once quotes are received.
- 4.3. Waiting on confirmation from highways to proceed with the Parish Partnership application for an additional SAM2 sign.
- 4.4. An electrical PAT test for the Village Hall is scheduled for Tuesday 4th October.
- 4.5. A fire inspection for the Playing field facilities is scheduled for Tuesday 4th October.

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

- 5.1. A report was received from Great Yarmouth Borough and Norfolk County Councillor James Bensly. Praise was received for the council's quick response to the passing of her late Majesty Queen Elizabeth II.
GYBC: Public feedback requested on new CCVT cameras in Great Yarmouth. Parishioners are encouraged to report any antisocial behaviour on the seafront to the authorities.
NCC: Changes are being made to the highway code. You can now book covid boosters on the NHS website. Free suicide prevention training and support for CV writing is available on the NCC website. A bus improvement plan is being developed and parishioners are encouraged to write a letter of support demonstrating a need for an improved service in the village with access into Norwich and local Villages. Please email or post letters of support to the clerk.
- 5.2. A request for an update on the progress of the installation of safety signage at the beach was received. Council informed the meeting that the watch tower would be built in the next few months followed by the signage.

6. Correspondence and Consultations.

- 6.1. Email: Community Benefit fund for Hornsea 3 offshore wind farm. Received and noted.
- 6.2. Email: a review from recent visitors praising the cleanliness and aesthetics of the Village. Received and noted.
- 6.3. Email: a request to add an additional street to the proposed location of yellow lines. Received and noted by the council that the proposed locations have been agreed by highways to

- reduce congestion in potential high-risk areas.
- 6.4. Norfolk ALC Share Certificate. Received and noted.
- 6.5. Email: Norwich Western Link consultation – rescheduled date for Costessey consultation event. Received and noted.
- 6.6. Email: request from a neighbouring parish for support regarding signage on a joining bypass. Received and noted that the council have also received similar concerns from residents and will move to support the neighbouring parish.

7. Funding.

- 7.1. Cllr M. Carr delivered a report from the IT committee. It was agreed not to pursue the installation of WIFI in the Village Hall at this time.
- 7.2. It was AGREED to bid for the Prince's Countryside Fund for the purpose of refurbishing the playing field changing rooms and/or the Village Hall sheds. Proposed Cllr M. Bobby, seconded Cllr M. Hartley.
- 7.3. It was AGREED to apply for the Resilient Coast Grants scheme. Proposed Cllr E. Punchard, seconded Cllr M. Bobby.
- 7.4. It was AGEED that the council will undergo further consultation to obtain a TRO for yellow line waiting restrictions. A working group is to be formed. Members will include Cllrs M. Bobby, M. Carr and D. Clegg.

8. Bush Road Steps.

It was AGREED for the council to pursue investigations into the possibility of taking on maintenance responsibilities for Bush Road Steps.

9. Playing Field.

It was noted that the Fleegburgh Football Club have withdrawn their request to use the Playing Field for the 2022/23 season.

10. Salvation Army Annual Village Collection.

It was AGREED to hold the Salvation Army annual village collection in the Village Hall on Thursday 17th November, 2pm – 4pm and 5:30pm – 7pm.

11. Workshops.

- 11.1. It was AGREED to defer the organising of a water safety workshop until the meeting of April 2023.
- 11.2. It was AGREED to move forward with a defibrillator training workshop for parishioners. The workshop is for a maximum of 10 individuals and will be held in the Village Hall on Tuesday 18th October.

12. Planning.

- 12.1. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority. None.
- 12.2. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority after the publication of the agenda. None.
- 12.3. To receive notification of planning decisions taken by Great Yarmouth Borough Council and the Broads Authority. None.
 - 12.3.1. BA/2022/0222/CUPA - Winterton Holmes, Buildings, Holmes Road, Prior approval for change of use to Class E. Prior approval granted. Received and noted.

13. Financial Matters.

- 13.1. Receipts were noted for July and August 2022.

Payer	Description	Amount
Tennis Club	Hall Hire	£72.00
Tennis Club	Hall Hire	£72.00

Marine Cadets	Hall Hire	£72.00
Cinema Club	Hall Hire	£24.00
Zumba Gold	Hall Hire	£24.00
Norfolk Wildlife Trust	Hall Hire	£120.00

13.2. Payments made in August were AGREED as presented. Proposed Cllr D. Clegg, seconded Cllr N. Coe.

Payee	Description	Amount
Staffing	Salaries / HMRC / N.I	£1375.46
Mr R. L. Smith	Grass Cutting	£280
My Plan	Mobile	29.99
Wave	Village Hall Water	£25.08
Wave	Playing Field Water	£19.55

13.2.1. It was noted that an outstanding payment of £148.25 from the financial year 2020/21 was made to HMRC.

13.3. September Payments were AGREED as presented. Proposed Cllr D. Clegg, seconded Cllr N. Coe.

Payee	Description	Amount
Staffing	Salaries / HMRC / N.I	£1064.83
Wave	Playing Field Water	£108.39
Bulb	Electricity for Village Hall	£167.34
My Plan	Mobile	29.99
PKF	External Auditor	£360.00
Clerk	Zoom (August & September)	£28.78
Clerk	Jubilee Trees	£17.00
Clerk Expenses	Millage (August & September)	£70.20
Cllr D. Clegg Reimbursement	VH Mobile Phone	£10.00
Cllr M. Carr Reimbursement	2 portable fire extinguishers, 2 fire blankets, 1 pack of compression blankets, road sign frames and 1 sign, printer cartridges, A3 laminating pouches, A4 laminating pouches, printing, Jubilee decorations, gutter clips and flag pole.	£310.13
Cllr M. Bobby Reimbursement	Union Jack Flag	£68.40
Martham DIY	Round Stake	£76.89
Martham DIY	V.H Cleaning Supplies	£20.04
Clerk Reimbursement	V.H Cleaning Supplies	£10.00
Viking	Cleaning Supplies	£35.56
PPL PRS	Music Licence Renewal	£139.20
e-on	Changing rooms electricity	£62.30

13.2.1. It was RESOLVED to AGREE not to opt out of the SAAA central external auditor appointment arrangements.

13.2.2. Receipt of the external auditor's report was noted.

14. Administration.

14.1. It was AGREED that the Village Hall mobile phone would be deactivated and that future Village Hall booking enquiries can be made to the clerk through the Parish Mobile on 07918978921.

14.2. It was noted that all Village Hall hirers have been invoiced up to the end of September.

- 14.3. It was AGREED to keep pictures of the late Queen and Duke of Edinburgh displayed in the Village Hall until advised otherwise.
- 14.4. It was AGREED to extend the clerk's temporary contract until December 2022.
- 14.5. It was AGREED to dissolve all prior committees and agree to adopt a Finance Committee, Personnel Committee and Amenities Committee.
 - 14.5.1. It was AGREED to adopt the terms of references, as presented, for the Finance Committee, Personnel Committee and Amenities Committee, subject to the first meeting of the committees where amendments may be made.
 - 14.5.2. Members elected for the Finance Committee are Cllrs D. Clegg, N. Coe and M. Bobby.
 - 14.5.3. Members elected for the Personnel Committee are Cllrs N. Coe, M Bobby and M. Carr.
 - 14.5.4. Members elected for the Amenities Committee are Cllrs M. Bobby, M. Carr, D. Clegg, N. Coe, M. Hartley, L. McMahon, N. Parcell, E. Punchard and J. Smithson.

15. Any other Business for Future Meeting

- 15.1. To consider the installation of a permanent flagpole outside of the Village Hall.
- 15.2. To discuss the purchase of a plaque to commemorate the Queen's Jubilee.
- 15.3. To consider purchasing a new parish laptop.
- 15.4. To consider and agree whether to apply for the Great Yarmouth tourism bid.

Date of next meeting

The next Parish Council will be held on Wednesday 26th October at 7:30pm.

The next Finance Committee Meeting will be held on Wednesday 9th November at 7pm.

Meeting Closed at 9:10pm