

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate
Tuesday 03 September 2019 at 7 pm.**

Present: Lynn Devereux (Chair), Kevin Felgate (Vice-Chair), Robbie Burton, Martin Crown
Wendy Norman, Ermine Amies, Stefan Seare

In Attendance: Bob Lawton (Ward Councillor – Items 4-12), six members of the public, Mr B Lucas
(AR&V Investments Ltd).

1. Apologies for Absence and approval of reasons

There were none.

2. Declarations of Interest

Councillor Devereux declared a non-pecuniary interest in Item 6.5.2

3. Minutes of the Parish Council Meeting held on Tuesday 16 July 2019

3.1. Approval

The minutes had been pre-circulated and there were no further comments. It was **RESOLVED** unanimously that the minutes of the Parish Council Meeting held on Tuesday 16 July 2019 be confirmed as a true record to be signed by the Chair.

3.2. Matters arising from the minutes (non-agenda items)

(3.2) *Outstanding DPI Form in hand*

(5) *Councillor Felgate had passed on thanks as agreed*

(9.1) *Applications for the Parish Clerk's position were in hand*

(10.2) *Arrangements made for Councillor Seare added to the list of cheque signatories*

(11.1) *Councillor Amies to raise VIN notice regarding dog fouling issues*

(11.1) *Awaiting response re arrangements for installation of defibrillator*

(11.1) *Councillor Crown offered to follow up on the overgrown hedges on Beach Road*

4. Reports: To receive the following

4.1. County Councillor and District Councillor reports

Borough Councillor Lawton drew attention to forthcoming events in St George's Guildhall. He also reported on his inquiries regarding the issue relating to the outstanding planning application for Brook House. He had been referred by the BC to the Wildlife Police but had been unable to make contact. Councillor Amies reported a similar experience after following similar advice from Natural England.

4.2. Neighbourhood Plan update

The Chair reported on feedback from the Regulation 14 Consultation. There had been a very large number of responses and Chris Jones had done an exceptional job of cataloguing and typing summaries of these. The overall response indicated a very high degree of support for the NDP but there were four substantial objections from developers/landowners/their agents which would need to be addressed. As the grant was now largely spent, the remainder of the allocated

Signed *LS Devereux.*

Chair

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budget for the year would need to be called on, with a possibility that additional spend would be required if the Plan was challenged at the next stage, but this would need to be kept under review. The Councillors indicated that they were happy to proceed on this basis.

4.3. ENDURE project update (coastal erosion and visitor pressure)

The surveys proposed for the end of August had been postponed to late September / October and a response was awaited to questions raised by the PC regarding the proposed survey methodology. NCC was now proposing that the BCKL&WN Mitigation Fund should be used to develop a Visitor Management Plan.

It was noted that the NNR had been closed to cars on all four days over the August Bank Holiday and there was concern that the delays to the ENDURE surveys meant that the peaks in visitor pressure would be overlooked as a result. There were further worries that the project was now focusing on the two sites in North Norfolk (Holkham and Winterton) so that the interest in Holme would be reduced.

Councillor Amies offered to circulate a video highlighting some of the issues. The Chair agreed to clarify the arrangements for the surveys in Holme.

5. Public participation

It was **RESOLVED** to adjourn the meeting for up to 15 minutes for Public Participation

- The Applicant for the extension at 2 The Square (Ref 19/01420/F) was invited to speak. He explained his proposals for a modest extension in keeping with the improvements previously made to the adjoining cottage. It was noted that the Conservation Team had made comments on the use of weather boarding but the Applicant indicated some flexibility in the use of materials and it was noted that the cottage was well-screened from the road.

PC recommendation dealt with under item 6.2.

- A parishioner raised the issue of the appeal against the enforcement action on the Poplars (APP Ref 3216570), expressing concern that the Appellants were planning to have legal representation at the forthcoming hearing. She felt that parishioners would be disadvantaged by this and asked if the PC could have similar representation.

The Chair reported on a conversation with the Enforcement Officer earlier in the day in which she had explained that the BC would have a solicitor on call but that the hearing would take the form of an informal round-table discussion. She had also confirmed that the BC was unwilling to consider the Inglenook site at the hearing as this had been introduced by the Appellants and had not been covered by the enforcement action.

Other Councillors expressed the view that the process seemed far too informal given the nature of the issues involved and that the PC would need to ensure that parishioners' views were properly represented to the PINS Inspector who would be neutral in determining the outcome of the appeal. In view of the fact that AR&V had sought pre-application advice on a housing / holiday accommodation scheme along the south side of the village one particular concern was that the reported anti-social behaviour and ongoing disturbances to neighbours would be allowed to continue in the hope that a housing development would be viewed as a better option.

Signed *LS Devereux.*

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Another parishioner reported that on the Saturday of the August Bank Holiday weekend a drone has been spotted flying over people's back gardens, giving rise to concerns that it was surveying – and possibly linked to developer activities along the margins of the village.

Councillor Lawton offered to follow up on the concerns raised with Enforcement. Chair to seek clarification of the position from the Assistant Director of Planning.

6. Planning matters

6.1. Applications received subsequent to publication of the agenda

6.2. Applications for comment

6.2.1. **19/01420/F** Single storey rear and side extension to form new entrance porch/utility /kitchen area. 2 The Square Thornham Road, PE36 6LB

The Chair displayed the plans on the big screen and noting the earlier discussion asked for views. A Councillor queried the need to remove the hedge but the Vice Chair noted that this was necessary as the existing leylandii hedge posed a threat to the buildings.

All in favour of supporting the application.

6.3. Comments made on applications

6.3.1. **19/00285/F** Revised Planning Application - Drove Orchards

Comments submitted highlighting concerns that the decision should not establish any precedents for Major development in the Parish or carry implications for the status of the parish as a Smaller Village and Hamlet.

6.4. Decisions Reported

6.4.1. **Application No: 19/00720/F** Proposed Annex for family member, 51 Kirkgate PE36 6LH
- *Application Permitted*

6.5. Appeals and Enforcement:

6.5.1. Enforcement Inquiries raised: Beach Road update

An email from the owner of the land indicated that she had not realised that planning consent was required for the shepherds huts which were for family use only. Furthermore she had no intentions of developing the land.

6.5.2. **Appeal: Ref APP/V2635/c/18/3216570.** Appeal against Enforcement Action: Caravan & Camping Site, Land South of 38-42 Main Road – arrangements for hearing
Dealt with under Item 5.

7. Village matters

7.1. Grass cutting – Triangle land, Broadwater Road

It was noted that the grass on the Triangle Land was in need of cutting and the willow required attention. Councillor Amies agreed to take over as point of liaison with Jamie Bridges and to follow up on the issues raised.

7.2. Sewage issues – Eastgate pumping station

A resident of Kirkgate had reported disturbances caused by frequent visits by Anglian Water and contractors vehicles to service the Eastgate pumping station. The problem appeared most extreme following periods of heavy rain and had recently involved a long period of overnight activities. One of the Councillors noted that Whitehall Farm had suffered recurrent problems of overflowing from the mains and the frequent pumping out activities were probably an avoidance measure in response to complaints. Chair to follow up with AW.

Signed *LS Devereux.*

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7.3. Traffic counting equipment

The new traffic counting equipment had recently been installed on the SAM but teething problems meant that the first results had not been available for presentation as anticipated. These were being investigated by Westcotec and once operational it was hoped to be able to arrange for some counts on Beach Road to coincide with the ENDURE surveys.

7.4. Reporting and recording of road traffic accidents

Recent correspondence with NCC Highways indicated that they had no records of road traffic accidents in the parish, despite local knowledge and photographic records of the Air Ambulance attending an injury accident on Main Road. When queried, NCC had suggested that the problem lay with the lack of recording by the police. It was agreed that this was a sorry state of affairs and Councillor Amies offered to follow up via the local constabulary.

7.5. Dog Bins

Photographs of overflowing dog bins had been sent to the Parish Council by a parishioner living on Beach Road. It appeared that this was no longer just a bank holiday problem but a regular occurrence, as was dumping of black bags. Given the relatively small number of dogs resident in the parish the problem was attributed largely to visitor behaviour. It was noted that the PC currently pays for nine bins but the two bins on the beach were believed to be the responsibility of the Le Strange Estate. In July 2019 had responded to a BC survey about dogs, highlighting some of the problems in the parish but no feedback on the outcome had been received.

A Councillor suggested that larger bins may help alleviate the overflow problem and the provision of bins with post-slots or pedal operation might help deter people from dumping black bags in the immediate vicinity of the bins.

Councillor Lawton offered to investigate the availability of the results of the BC's survey. Councillor Amies to look into the options and speak to the parishioner who raised the matter.

8. Property at 27 Beach Road

The drainage works had now been completed satisfactorily but the costs had come in c£2k over budget, mainly as a result of unexpected difficulties associated with the height of the water table. Some additional costs had also arisen as a result of the contractor severing the main electricity supply but as this was some distance from the marker it was felt that it was beyond their control and further that that UK Power Networks would not reimburse the costs of the repairs and their involvement may lead to additional expenditure.

The Chair noted that the arrangements for the new tenancy could now proceed and it was agreed that the RFO could now contact the first two prospective tenants, working down the shortlist in the previously agreed order. It was further agreed that the PC should arrange for the garden to be tidied up before the tenants moved in and that the roadside hedge should be tidied up and cut back where necessary to improve the visibility splays onto Beach Road. Vice Chair agreed to investigate suppliers. Costs to be agreed by circulation in order to speed the process.

9. Monthly Report from RFO

9.1. Report and payments for authorisation (schedule will be available at the meeting)

The RFO's report was reviewed along with the list of invoices received. Items were approved for payment as set out in the table below.

Signed *LS Devereux.*

Chair

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9.2. Q1 Accounts

The first quarter accounts were reviewed noting that the deficit on the first two months operations was recovered in March taking the quarter into a positive result and contributing to the continuing healthy balance at bank.

9.3. Budget Monitoring

The Chair reviewed the monitoring figures for the first quarter. It was noted that the Clerk's salary was over-budget in line with expectations but with reduced expenditure for the period from July- September the deficit would be recovered and there may be a small saving which could be set against any additional NDP admin costs. Attention was drawn to the unexpected need to purchase a laptop and upgrade the software licences in order to support the appointment of a new Parish Clerk alongside the RFO. It was agreed that notionally this could be set against the £2k saving on the budgeted election expenses.

The following items were approved for payment.

PAYEE	REASON	AMOUNT	CHEQUE NO.
British Gas	Village Hall electricity account period from 23/03/19 to 21/06/19	£157.13	Direct Debit
BT Group PLC	525819 VH Office July/August Covered by credit	£45.00	Direct Debit
Witley Press Ltd	Printing of Neighbourhood Plan docs. & quick guide.	£27.65	101437
Jamie Bridges	Grass Cutting July 2019	£313.50	101438
Earth Anchors Ltd	Replacement Dog Waste Bin, Main Road	£160.74	101439
Hunstanton Newsletter	Clerk vacancy advertising in Hunstanton Town and Around	£86.40	101440
Watlington Drain Renovations Ltd	27 Beach Road sewer connection costs	£9,246.46	101501
M Longley	RFO's Salary July 2019 August 2019 Postage stamps Re-imburement, 27 Beach Rd Elec. 27 Beach Rd Council Tax	£191.90 221.76 15.72 17.25 <u>116.00</u>	101502
	Total	<u>£562.63</u>	
Mrs C Jones	NDP support, March – August 2019 Re-imburement of expenses re NDP work	£579.62 <u>127.44</u>	101503
	Total	<u>£707.06</u>	
Jamie Bridges	Grass cutting for August 2019	£358.00	101504

Signed *LS Devereux* Chair

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10. Correspondence:

10.1. Any correspondence not otherwise on the Agenda

The Vice Chair reported a message from McGinn's confirming that they were intending to clear the rubble and other materials from the site at the junction of the A149 and Beach Road.

11. Date of next meeting of the Parish Council

Tuesday 9 October 2019

Signed *LS Devereux.* Chair

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