

**HOLME-NEXT-THE-SEA PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council in the Village Hall, Kirkgate,**  
**on Tuesday 5<sup>th</sup> September 2017 at 7 pm**

Present: Kevin Felgate (Chairman) Lynn Devereux (Vice Chairman) Robert Burton,  
Gillian Morley, Margaret Easton, Martin Crown, Geoffrey Needham

In Attendance: Patsy Adams (Parish Clerk), Andrew Jamieson (County Councillor) and 5 Members  
of the public

1. **Apologies for Absence and approval of reasons** None
  2. **Declaration of Interest:** Kevin Felgate (Chairman), Item 24
  3. **Confirmation of Minutes of the Meeting held Tuesday 18th July 2017.** Item 8bv was amended to read “to make representations”
  4. **Matters arising (information only)** The Village Hall wall has been repaired and the Members thanked Cllr Burton for his work in this respect.
  5. **Confirmation of the Minutes of Extraordinary held on 1<sup>st</sup> August 2017**
  6. **Matters arising (information only)** None
  7. **Confirmation of the Minutes of Extraordinary Meeting held on 15<sup>th</sup> August 2017.** Section 3 of the minutes was amended with regard to the description of the field area.
  8. **Matters arising (information only)** None
  9. **Information Items** (a. NALC Autumn Conference and b Better Broadband) were considered and no comments were received.
10. **Public Participation.** The meeting was adjourned.  
A report was received from Andrew Jamieson, County Councillor. Councillor Jamieson sits on the Audit & Business, Property and Planning (regulatory) Committees. The Councillor is also a Board Member of NORSE. Cllr Jamieson informed the meeting that he shared the Members interest in matters relating to Common land, the work of the Norfolk Coastal Partnership, the Environment Agency and the Hun Project offered his support with these issues wherever possible.  
Mr Tony Foster updated the meeting on the current subscription to the VIN (119) and informed the meeting that the road sign on Eastgate Street will shortly be changed to Eastgate. Beach Road sign has been removed and will be replaced shortly.  
Mr Adrian Small from Cowper Griffiths showed the meeting a slide show presentation regarding the property known as Sandy Ridge. This application for a Variation has been previously refused, following approval for a previous application. Mr Small informed the meeting that a revised application would be submitted but his Client intended to start work on the original design as soon as Natural England granted the Protected Species Licence. Cllr Needham reminded Mr Small that Common Land could not be fenced without the permission of the Secretary of State.
11. **Planning Applications:**
- a. **Received after the date of the Agenda:**  
**APP 17/01613/A Advertisement Application for Two Non-Illuminated Free Standing Signs. Eric’s Fish and Chip Shop, Norfolk Drove Orchard, Holme-next-the-Sea.**  
The members had been unable to view the details of the application because the KLWNBC Planning Portal was not working. Cllr Jamieson thought there was some confusion about the Application and that the intention was to place all the advertising boards on his land at Drove so that some consistency could be maintained. It was agreed that Members would view the application when the site was running again and would comment by email to the Clerk. When enough responses have been received the application will be responded to accordingly.
  - b. **Submitted:** None
  - c. **Other:**
    - (i). APP/V2635/W/17/3176143. APPEAL The Old Smithy, 26 Eastgate – Cllr Devereux is leading on the production of the representation due to be submitted on Friday 14<sup>th</sup> September 2017.

*Signed K Felgate*

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- (ii) **Decision Review** It was AGREED that holding additional meetings to respond to planning applications would be discussed in more detail at a future meeting.
- (iii) 17/00978/F Eric's Fish and Chip Shop – Pergola, decking, hut. **PERMITTED**
- (iv) 17/00120/TREECA reduce height of 4 silver birch trees – **NO OBJECTION**
- (v) APP 17/01496/F 16 Barnwell Cottages **OBJECTION SUBMITTED**

12. **Neighbourhood Development Plan.** Cllr Devereux updated the meeting on the progress of the NDP. A full report is available on the Neighbourhood Plan website <http://www.holme-next-the-sea-plan.co.uk/>
13. **Thornham Bank Grass Cutting.** Members considered a complaint received about Grass Cutting at Thornham Bank. After consideration Members instructed the Clerk to write to the Environment Agency accordingly
14. **BCKLWN Electoral Review.** (Warding Arrangements). The Members had previously AGREED to request that Holme-next-the-Sea join Brancaster Ward. The Borough Council have not supported this proposal. It was therefore, AGREED that a representation would be made directly to the Boundary Commission. Cllr Devereux will lead on this matter. Cllr Jamieson reported that he had contacted the Boundary Commission directly to support the proposals from Holme and the other Coastal Parishes
15. **Norfolk Strategic Framework.** Members AGREED to revisit the website for further information
16. **Beach Road Drainage Issues,** Beach Road, Cllr Burton Informed the meeting that he had asked a Contractor for a quote to connect the property to the Main Drain. The quote has not yet been received. It was AGREED that further quotes would be sought.
17. **Riverside Caravan Park** This item was deferred until the closed part of the meeting.
18. **NALC Training Courses.** Cllr Crown informed the meeting that he was booked to attend a training course in November and the Clerk informed the meeting that she was booked to attend a course on Data Protection in November 2017
19. Village Matter
  - (a) VIN – see Public Participation
  - (b) CCTV Proposal – No further comments were received
  - (c) Westgate and Beach Road require verge cleaning. The Clerk to report the matter to Highways.
  - (d) Review of the Public Conveniences – Awaiting a response form KL&WNBC, The Clerk was asked to contact KL&WNBC to elicit a response.
  - (e) Drainage – Eastgate into Marsh Lane. The Clerk was asked to report this matter to the Internal Drainage Board.
20. **Village Hall**
  - (a) Charity Commission Submission. It was agreed to defer this item to the next meeting
  - (b) WiFi The clerk was asked to investigate the costs of installing Wifi in the village Hall.
21. **North Norfolk Coast Path Lottery Bid ,** This bid is no longer available
22. **Parish Partnership Scheme** Members had been asked to consider a request from Thornham Parish to join them in a funding bid for a road crossing. After consideration, it was agreed that the Parish would have no use for the crossing unless a permissive path could be negotiated to connect it to.
23. **Finance**
  - (a) 2016/16 Village Hall Accounts Audit Report. The Clerk informed the meeting that there is still outstanding information. The Clerk will progress this matter and report to the Council once complete.
  - (b) 2017/8 First Quarter VAT Claim has been submitted and the VAT reclaimed has been received.
  - (c) Resolution for Bank Mandate for Third Party Authorisation for Two Accounts. The Mandate was approved and signed and the Clerk informed the meeting that she would take it to the bank to be processed.
  - (d) Clerk's Contract, Salary payments etc. The Clerk had previously signed the Employment Contract and AGREED with the Chairman that printing cartridges would be purchased in advance of the meetings when other consumables were purchased. The Clerk further informed the meeting that she would not require a Pension and would inform the Pension Regulator accordingly.

(e) The following Invoices were approved for payment

Holme Village Hall	Refund 2016/17 VAT.	511.91
Mrs. C.M.Jones	Locum Clerk (July/Aug)	831.33.
	NDP Support (July/Aug)	76.20.
	Re-imburements.	92.19
James Johnson	Payroll Services	60.00
Jamie Bridges (Lawnright	Grass Cutting July/August 2017.	747.50
Patsy Adams (Clerk	Salary and Expenses	198.54
HMRC		36.20

24. Correspondence was Circulated.

25. *Resolution: To exclude the Press and Public for Agenda **Item 24** under the Public Bodies and Administration of Meetings Act 1960 due to the nature of the business being discussed.*

26. **Riverside Caravan Site** - Surveyor and Solicitor Report.

Chairman Felgate left the meeting at 9.05pm and returned once issues relating to a legal matter were discussed.

**Date of next Parish Council Meeting** - Tuesday 10th October 2017 at 7 pm in the Village Hall.  
The date of the November meeting has been moved to 15<sup>th</sup> November 2017

Signed *K Felgate* Date 17/10/17

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