

# HOLME-NEXT-THE-SEA PARISH COUNCIL

## Minutes of the Meeting of the Parish Council in the Village Hall, Kirkgate, on Tuesday 12th April 2016 at 7 pm

Present: Derek Young (Chairman) Kevin Felgate (Vice Chairman)  
Geoff Needham Gillian Morley  
Lynn Devereux Robert Burton  
Margaret Easton  
In Attendance: Christina Jones (Clerk)

There were 11 members of the public present including Mungo Gurney and Mr. Gurney Senior from Drove Orchards. Councillor Young welcomed everyone and thanked them for their attendance.

Councillor Young opened the meeting but then explained he was handing in his resignation as Chairman and Councillor Felgate (Vice Chairman) would then take over the meeting. He would be handing in his resignation as a Councillor at the end of the meeting as he, and his wife Daphne, were moving to live in France. He thanked Councillors for their support during his Chairmanship and said it had been a pleasure working on the Parish Council.

**1. Apologies for Absence and approval of reasons for absence.**

No apologies had been received.

**2. Declarations of Interest.**

There were no Declarations of Interest.

**3. Confirmation of Minutes.**

It was **RESOLVED** (unanimously) that the Minutes of the Meeting of the Parish Council held on Tuesday 8th March 2016 be confirmed as a true record with the correction of page numbers from 417 to 416 and 418 to 417, and signed by the acting Chairman.

**4. Matters arising (information only).**

There were no non-Agenda items of note from Tuesday 8th March 2016.

**5. Confirmation of Minutes.**

It was **RESOLVED** (unanimously) that the Minutes of the Meeting of the Parish Council held on Monday 21st March 2016 be confirmed as a true record with the correction of page numbers 419 to 418 and 420 to 419, and signed by the acting Chairman.

**6. Matters arising (information only).**

There were no non-Agenda items of note from Monday 21st March 2016.

**7. Publication of Minutes.**

There had been a suggestion from a Parishioner that Parish Council Minutes, once they had been agreed by Councillors, should be put on the Village Website. The Parish Clerk currently does a précis for inclusion on the Village Website. Discussion took place acknowledging other local parish Councils published Minutes and that it may well become statutory before too long although reservations were also raised. It was **RESOLVED** (majority vote) that in future Minutes would be published on the Village Website as suggested.

**8. Confirmation of Notes.**

Notes from the Public Discussion Meeting with regard to a Neighbourhood Development Plan on 2nd February 2016 had been circulated and it was **RESOLVED** (unanimously) that these could be published on the Village Website.

**9. Information Items.**

**(a) Borough Council of King's Lynn and West Norfolk (BCKLWN).**

The Clerk reported that there was nothing affecting the Parish in the March Agenda or Minutes.

**(b) West Norfolk Sports Council Annual Meeting and Village Games.**

Information had been circulated and was available should there be any interest.

**(c) BCKLWN.**

The Clerk had circulated information regarding Council Tax Special Expenses which did not apply to the Parish but which had appeared for the first time on Council Tax Accounts.

**(d) Norfolk County Council (NCC).**

Information concerning the Local List for Validation of Planning Applications Consultation which ended on 19th April 2016 had been circulated. It was **RESOLVED** (unanimously) that no response be made as it appeared there were no major changes although it was agreed the information had been useful.

**(e) Police and Crime Commissioner Election.**

The Clerk confirmed information regarding Candidate Submission and Election Notices had been posted on the three Notice Boards and circulated through the Village Information Network (VIN). The Election date would be Thursday 5th May and notices to that effect would be posted shortly.

**(f) Marine Management Organisation (MMO).**

Information had been circulated regarding Marine Planning Events during the week commencing the 11th April 2016 but the nearest meeting was in Colchester. Councillor Needham said this issue had been raised before at a meeting in Wells-next-the-Sea and confirmed that issues were raised through an advisory group based there.

**8. Public Participation.**

It was **RESOLVED** (unanimously) that the meeting be adjourned for 15 minutes for public participation.

**(a) Public Participation.**

- (i) Mr. Mungo Gurney and Mr. Gurney Senior put forward the case for the new retail unit being proposed at Drove Orchards and wanted to support the suggestion that there be an on site meeting to try to resolve the outstanding issues. Discussion regarding the confusion that has still not been resolved with regard to clarification of applications on the Planning Department website and requests that this be dealt with. The issues regarding parking and access are not part of the application relating to Gurneys. A meeting between all the interested parties was discussed and agreed this should be arranged as soon as possible. Councillor Felgate thanked them for coming to the meeting and said it was appreciated.
- (ii) A Parishioner raised the issue of waste disposal at the Village Hall. It was stated that a domestic bin could not be supplied as it was classed as commercial premises and a commercial bin came at a cost. Waste is currently taken by users of the Hall for disposal. After some discussion it was agreed the Clerk would investigate the position and report back in due course.

**(b) Borough Councillor Report.**

Councillor Bower had sent her apologies as she was at a meeting in King's Lynn but had sent a report stating:

- The number of houses proposed in the village is still quoted as the minimum in the Local Development Framework (LDF) although a few villages, considered as service centres, have applications considerably exceeding the LDF statement with one village having had its housing numbers increased by a third.
- The pressure on Planning continues unabated with a great increase in the number of applications some of which are for large developments raising concerns regarding the infrastructure to support them, notably drainage and Highways.
- Car parking charges in Hunstanton changed on 1st April with the re-instatement of the £1. charge from 6 pm to midnight.
- There had been a meeting in Hunstanton Town Hall regarding the continuing development of the Coastal Path from Wolferton to King's Lynn and improvements to bus services.
- Contrary to various reports, the Borough Council is still in negotiation with the Citizens Advice Bureau and its vital services.

It was then **RESOLVED** (unanimously) to close the Public Participation session.

**11. Planning Applications.**

**(a) Any Planning Applications received subsequent to this Agenda.**

The Clerk reported there had been no Applications submitted subsequent to the Agenda being circulated.

**(b) Planning Applications submitted.**

**(i) 16/00552/F** Conversion of roof space to create additional accommodation, alteration and extension at Flaxley House, Broadwater Road, Holme-next-the-Sea PE36 6LQ.

Following discussion of this Application it was **RESOLVED** (unanimously) that no objections be raised.

**(ii) 16/00609/F** Single storey workshop (for glass working) in rear garden of Brook House, 32 Beach Road, Holme-next-the-Sea PE36 6LG.

Following discussion of this Application it was **RESOLVED** (unanimously) that no objections be raised and that support should be given for this kind of activity.

**(c) Technical Consultation on Implementation of Planning Changes.**

Information had been circulated for a consultation that ends on the 15th April 2016 together with a response formulated by the Norfolk Association of Local Councils (NALC) which could be supported by local councils. However, the Clerk reported that since sending that information out the email had been recalled and a request had been made for further advice. Councillor Devereux reported that there was a new housing and planning bill being proposed which raised serious issues concerning reduced consultation, planning to be operated by the private sector and a two tier system of principle and technical stages with no consultation at the second stage in which would be included the type of houses, access, numbers and highways issues with environmental issues not being considered, only economic. It may be necessary to expand the Neighbourhood Development Plan in view of the removal of some controls. The response that had been circulated by NALC was extremely good raising some important issues but after discussion it was **RESOLVED** (unanimously) that unless that response could be adopted by the Parish Council there was insufficient time to deal with such a complex consultation document. The Clerk was instructed to support the NALC response if it was confirmed that was a possibility.

**(d) Proposed Main Modifications to Site Allocations and Development Management Policies (SADMP).**

Information had been circulated regarding this consultation which ends on 18th May 2016. It was agreed Councillors would look at this and send any comments to Councillor Devereux who will co-ordinate a response for the next meeting in May. There are important issues and changes proposed that could affect villages and support increased housing.

**(e) Housing and Economic Land Availability Assessments (HELAAAs).**

Papers had been circulated for a consultation ending on 3rd May 2016. After discussion it was

**RESOLVED** (unanimously) that this related to the calculation system and no response would be submitted.

**(f) Community Infrastructure Levy (CIL).**

Information had been circulated concerning the Charging Schedule Consultation which ended on 25th April 2016. After discussion regarding the inflationary impact on villages and the need for a CIL charge in King's Lynn it was **RESOLVED** (unanimously) that no response would be made.

**(g) Other Planning Matters.**

**(i) Drove Orchards.**

Following the discussion during Public Participation it was agreed a meeting should be arranged when all the outstanding issues could be dealt with.

**(ii) 15/02053/F** Conversion and change of use of barn to dwelling including small amounts of associated incidental demolition at the Tractor Barn, Main Road, Holme-next-the-Sea PE36 6LA. It was reported that this application had been permitted with some conditions requested by Highways. The Council had requested Highways be consulted but had raised no objections. The Clerk reported that a request had been made to move the SAM2 display post and this had been referred back to Highways who had located the post initially.

**(iii) 16/00094/F** Two storey extension and re-cladding of existing house and new garage at Brook House, 32 Beach Road, Holme-next-the-Sea PE36 6LG. This Application had been permitted and the Council had raised no objections.

**(iv) 16/00142/F** Single storey extension to dwelling and timber shed at 17 Beach Road, Holme-next-the-Sea PE36 6LG. It was reported that this Application had been permitted. The Council had raised objections to the use of zinc as a building material.

**(v) 16/00196/F** Erection of a two storey side extension at Hope Cottage, Busseys Lane, Holme-next-the-Sea PE36 6NU. This Application had been refused. The Council had raised considerable objections.

**(vi) Electronic Consultation.**

The Clerk indicated that large format paper copies of Planning Applications were available if required.

**12. Neighbourhood Development Plan (NDP).**

Councillor Devereux reported from the Working Party:

- The Consultation period for the designated area ends on 18th April but there have been no objections as yet. There are some quite helpful comments on the BCKLWN consultation site which will need to be considered.
- A detailed plan and programme has been circulated with assigned tasks including some for Councillors who need to confirm agreement.
- The programme is tight and ends in 19 months. There are 24 weeks for consultations in that period.
- Input from an architect would be useful in conjunction with the audit of the existing housing supply.
- It may be that an Environmental Impact Assessment (EIA) will be required but it is understood there is an ecologist in the village who may well provide support.
- The questionnaire is under construction with some questions regarding open spaces and employment but it mostly concerns housing. It needs to be right so that it will support analysis properly. It will be circulated to all Councillors for comments in due course, will be printed professionally and trialled in order to highlight any issues.

Discussion regarding a media report of a NDP in St. Ives in Cornwall attempting to limit the sale of new homes to those who live locally although it was difficult to see how this could be achieved.

It was agreed there should be a report at the Parish Meeting on 10th May with some display material if that was possible.

Councillor Devereux was thanked for the huge amount of work that has been undertaken already.

**13. King's Lynn Citizens Advice Bureau (CAB)**

There had been reports of the imminent closure of the CAB in King's Lynn which would mean the nearest one was in Norwich although Councillor Bower's report stated that discussions were still under way. After discussion it was **RESOLVED** (unanimously) that a letter be sent to BCKLWN supporting the need to keep the local branch open.

**14. Hunstanton Civic Society.**

An invitation had been received from Hunstanton Civic Society to an event on Friday 6th May to celebrate the twinning with the 67th Special Operations Squadron USAF when Councillor Needham agreed he would attend.

**15. Thornham Parish Council.**

An invitation to the Annual Parish Meeting at Thornham had been received when the bus service from Hunstanton to Wells-next-the-Sea would be discussed. Councillor Morley agreed she would attend if possible but would not wish to speak

**16. New Broadband Universal Service Obligation Consultation.**

After discussion it was agreed no response would be made to this Consultation which end on 18th April 2016. It is understood there will be no improvement to broadband in this area until at least the summer 2017.

**17. Village Hall.**

Councillor Burton reported that the work was finished and the Building Inspector would be visiting the site on

Thursday. It was agreed the two cheques to finalise payment to Graham Jolley would be given to Councillor Burton to hand over once the work had been signed off by the Inspector.

It was also reported that McGinn Construction would be starting the levelling work on Thursday.

**18. Village Matters.**

**(a) Village Information Network (VIN).**

It had been reported in Public Participation that 63 people were now on the distribution list and it was agreed that Parish Council Meeting Agendas could be circulated.

**(b) Parish Partnership 2016/17.**

It was reported that the Bus Shelter Funding had been granted. The Vice Chairman signed the agreement form which requires the work to be carried out before the end of the financial year and states that the Parish Council is responsible for all future maintenance of the Bush Shelter. It was agreed the Clerk should locate the plans from the previous construction and quotations then needed to be obtained.

**(c) Norfolk Coast Partnership (NCP) Sustainable Development Fund.**

This item had been included on the Agenda in view of the agreement to improve disabled access on to the boardwalk at Holme Dunes but the Clerk had now been advised by Tim Venes from NCP that funding would be available from another source.

**(d) Thornham Road hedge.**

Concerns had been raised by a Parishioner living on Thornham Road concerning reduced visibility caused by hedge growth. Highways had previously cut this hedge as it had not been possible to contact the landowner but had now ceased due to budget constraints. It was agreed that the Parish Council contact Highways raising concerns regarding safety.

**19. Finance:**

**(a) Information:**

**Barclays Bank Savings Account changes.**

The Clerk reported changes to the Savings account including only one paper statement per year. A letter was signed requesting quarterly statements as this was needed by audit requirements.

**BCKLWN Village Hall Non Domestic Rate 2016/17.**

The Clerk reported that registration had been required by the Valuation Office Agency which was in the process of updating rateable values of all business properties although the Village Hall had been re-assessed in October 2014.

**(b) Approval of proposed payments and Direct Debits.**

The Clerk explained the proposed payment to Attlebridge Concrete Products Limited for replacement marker posts as two had been broken by employees of Norfolk Wildlife Trust who would pay for the replacements and the other posts would be held in stock.

It was **RESOLVED** (unanimously) that the following Direct Debits and payments be approved.

BT	DD 28.03.16.	Emergency Telephone 01.03.16 - 31.05.16.	£ 45.46.
E-on	DD 11.04.16.	Street Lighting 01.01.16 - 31.03.16.	50.45.
HMRC		Clerk's March PAYE	£ 70.40.(Cheque No:101263)
Mrs. C.M.Jones		Clerk's March salary & re-imburements.	79.58.(Cheque No:101264)
Graham Jolley		Village toilets building costs balance.	9,642.00.(Cheque No:101265)
Westcotec Ltd.		Street Lighting Maintenance October 2015 - March 2016.	62.64.(Cheque No:101266)
Norfolk Association of Local Councils (NALC)		Annual Subscription 2016/17	96.44.(Cheque No:101267)
Attlebridge Concrete Products Ltd.		HPC Marker posts x 6	167.40.(Cheque No:101268)
Norfolk Rivers Internal		Agricultural Drainage Rates 2016/17.	83.(Cheque No:101269)
Jamie Bridges (Lawnright Drainage Board		Grass Cutting March 2016.	61.50.(Cheque No:101270)
Country Grounds Maintenance Ltd.		Pollarding Willow trees in Beach Road.	576.00.(Cheque No:101576)
Graham Jolley		Decorating Costs at Village Hall.	2,280.00.(Cheque No:101272)

**(c) Donation Request.**

The Clerk reported a donation request had been received from Magpas Air Ambulance. The last donation had been in October 2014 for £150. It was **RESOLVED** (unanimously) that a donation of £150. be made.

**20. Date of next Parish Council Meeting.**

The Annual Parish Meeting followed by the Annual General Meeting of the Parish Council will be held on Tuesday 10th May 2016 at 6.30 pm in the Village Hall. The Clerk requested reports be made from the Village Trust (Councillor Needham), Village Hall (Councillor Burton) and Holleys Trust (Tony Foster).

Councillor Young submitted his resignation as a Councillor, said what a good experience it had been working on the Parish Council and gave best wishes for the future. Councillor Felgate thanked him for all he had done and gave him everyone's very best wishes for the future.

The meeting closed at 8.50 p.m

