

HOLME-NEXT-THE-SEA PARISHCOUNCIL

Minutes of the Meeting of the Parish Council held online Tuesday 13 April 2021 at 7pm

Present: Councillors Lynn Devereux (Chair), Martin Crown (Vice-Chair), Ermine Amies, Wendy Norman, Stefan Seare, Robert Burton

In Attendance: Dave Watkins (Parish Clerk), Councillor Andrew Jamieson (NCC), Councillor Bob Lawton (KLWNBC) and 10 members of the public

1. Apologies for Absence and approval of reasons:

None

2. Declarations of Interest

Councillor Devereux declared an interest as a near neighbour in item 6.6.1

3. Minutes of the Parish Council Meeting held on Tuesday 9 March 2021

3.1. Approval

These had been pre-circulated with no comments arising. It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **9 March 2021** be confirmed as a true record and be signed by the Chair.

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

(3.2) Pond on Park Piece – Councillor Burton’s plans have been delayed by the amount of sitting water on the site.

(3.2) Car Park signs – NWT have returned signs.

(3.2) Community Infrastructure Levy (CIL) – Clerk reported that 3 contractors had been approached with two submitting estimates. Having considered the two estimates and information provided by the contractors it the Parish Council selected their preferred option. A bid to the Borough Council’s CIL Funding is to be made to support this project. Recommended that if work undertaken this should commence late September / early October to minimise disruption.

Agreed unanimously

(4.3) Endure meeting – Visitor Management Plan (VMP) – Councillor Devereux reported that the VMP had not yet been received but she had contacted the Golf Club, NWT and NOA to enquire what seasonal plans they were making. NOA replied that they will be opening but hides will remain closed until 17 May.

(6.2.1) 21/00300/F - Beach Road campsite – Councillor Jamieson had contacted NCC Highways who had suggested that access should be moved closer to the A149. Concern was expressed by the Parish Council that Permitted Development Rights under the 28/56 days rules may be pursued by the developer.

Signed Chair

LS Devereux.

Date 4/5/21

(6.2.2) 21/00239/F – Holmbush – Councillor Devereux had contacted the Borough Council to seek clarification on access.

(6.2.3) 21/00239/F – Stables, 47 Main Road - Councillor Devereux had contacted the Borough Council to seek clarification on surface materials and private use. Noted that letter seeking clarification has been sent by Planning Department to Applicant.

(7.1) Telecoms mast – Clerk reported on a telephone conversation with Clarke Telecom on 23 March about alternative sites. They are not considering the church for technical / planning considerations but asked if the Parish Council had considered putting the mast on land they own. No formal application made to Borough Council yet.

(7.2) Traffic survey for Holme from Norfolk Coast Partnership – only received on afternoon of the Parish Council meeting.

Clerk to circulate document to councillors

(7.3) Re-location of dog waste bin – Councillor Crown reported that he had conducted a 5-week survey on use of the 9 dog waste bins owned by the Parish Council. The least used were those located at Chalk Pit Road and Marsh Lane.

**Proposal to re-locate bin from Marsh Lane to Golf Course entrance AGREED unanimously.
Councillors Burton and Crown to undertake the work**

4. Reports: To receive the following:

4.1. County Councillor and Borough Councillor reports

Councillor Lawton has continued to forward reports from local bodies involved in managing and reporting on Covid 19.

Councillor Jamieson alerted the Parish Council to the recently launched Community Renewal Fund. Details were also given on the work being done to transition from the Common Agricultural Policy to Environmental Land Management Schemes (ELMS) as it affects footpath access.

Councillor Jamieson to send details to Parish Clerk for circulation to councillors

**4.2. Wash and North Norfolk Marine Partnership – Stakeholder Group meeting – (18 March)
Councillor Crown**

Councillor Crown had circulated a detailed report to Parish Councillors prior to the meeting. Topics of relevance to Holme discussed at the meeting were pop-up camping, cyclists using the coastal footpath, new editions of the Wild Recreation Guide and Countryside Code and work on dog disturbance. On the latter, it was noted that the NWT and NOA are coordinating this for Holme.

4.3. Norfolk Strategic Flood Alliance webinar – (24 March) – Councillor Crown

Councillor Crown had circulated a detailed report to Parish Councillors prior to the meeting. A well-attended meeting heard three presentations from Anglian Water, Water Resources East and Norfolk Fire & Rescue followed by a Q&A session. Noted that currently 36 agencies are engaged in flood relief work across the County and the SFA aims to coordinate this more effectively beginning with the introduction of a single point of contact.

4.4. Green ways to Green spaces - An Introduction to the Norfolk Access Improvement Plan & the NLAF – (25 March) – Councillor Devereux

Councillor Devereux had circulated a detailed report to Parish Councillors prior to the meeting. A well-attended meeting heard four presentations from i) County Councillor Andrew Jamieson on walking and cycling with regard to the Active Travel Programme, ii) NCC projects relating to the proposed Norfolk Coast Cycleway, 1million Tree Planting, Incidence of Pollinators and Bio Diversity Net Gain Approach, iii) Norfolk Local Access Forum, who are looking for trustees, iv) Norfolk Parish Path seminars looking at collaborative work between parishes to improve access, provide more information on Rights of Way and the appointment of a Footpaths Warden. A question had been raised about how to relive pressure on the most popular coastal routes such as Holme with the response being to promote lesser-known circular routes and disused railway lines.

4.5. NPPF and Model Design Code Consultation – (26 March) – Councillor Devereux

Parish Council has submitted its comments which generally supported the proposed production of a design guide to local authorities in consultation with Parish Councils which is consistent with Holme's NDP. Although welcomed, the statements on sustainability and transport sustainability were thought difficult to implement effectively whilst responsibility was divided between the Borough and County Councils. Also welcomed was more emphasis given to flood relief, climate change and biodiversity.

4.6. Meeting with NWT – Councillor Amies

Aim was to establish improved communications. NWT is looking at a booking system to be introduced soon to control parking to their site. Committed to improve data-sharing and a long-term solution to the state of access to the Firs. They are also working with other agencies / bodies to manage dog disturbance.

4.7. 1 million Trees for Norfolk – update – Parish Clerk Information to be circulated to councillors by Parish Clerk

5. Public Participation

It was **RESOLVED** (unanimously) to adjourn the meeting for up to fifteen minutes for Public Participation.

Members of the public who volunteer for a marine mammal rescue charity were concerned to hear that Holme's beaches were being promoted in some media as being dog-friendly particularly during the seal pupping season and whilst re-introducing injured ones to the wild. Management of sealed-off areas in supporting this was not always apparent.

Councillor Amies informed the meeting that the NWT had taken responsibility for contacting those website managers who were promoting the beach as dog-friendly with appropriate information.

Clerk to forward contact details of Wash and North Norfolk Marine Partnership to member of the public

Member of the public pointed out that the restrictions on dogs in Hunstanton during the summer have an impact on areas further along the coast, particularly Holme due to its proximity.

Member of the public, noting previous discussion about location of a telecoms mast, asked if the disused allotments in Marsh Lane, which the Parish Council owns, had been considered. Councillors responded that it had been considered but issues around access and power supply appeared to make it difficult.

6. Planning Matters

6.1. Applications received subsequent to this agenda

None

6.2. Applications for comment

None

6.3. Other Applications for information

6.3.1. **21/00038/TREECA** - T1 Walnut- 20-30 % crown reduction, due to excessive shading to Emily Cottage and Sybil Cottage, within a Conservation Area. Emily Cottage, 27 Kirkgate, PE36 6LH

6.4. Comments made on applications

6.4.1. **20/00457/F** - Demolition of existing bungalow, construction of detached two-storey dwelling with garage and garden room at Westfield, 27 Peddars Way, PE36 6LE

Parish Council has objected with regards to the negative impact on the street scene and scale of development which are contrary to policy.

6.4.2. **21/00320/F** - Extensions and alterations to dwelling at Homefields, Peddars Way, PE36 6LD

Parish Council has objected with regards to negative impact on the AONB and scale of development which are contrary to policy. It has also questioned CIL liability for this Application as it is described as an extension but plans show a replacement dwelling.

6.5. Decisions Reported

6.5.1. **20/02035/F** – Wynholme, Thornham Road, PE36 6LR - Replacement fence and erection of new piers and gateway. Application Permitted - *Delegated Decision*

6.6. Appeals and Enforcement

6.6.1. **18/00319/UNAUTH - APP/V2635/C/18/3216570** - Land S of 38 to 42 Main Road – update First day of Appeal Hearing (18 March) focussed on neighbourhood amenity and the conditions that would be imposed if the Inspector were to allow the Appeal. Since then, a proposal has been put forward by the Appellant’s lawyers to cease camping on the Inglenook site (for which it does not have lawful permission) in return for approval of lawful camping use for the Poplars site. This was offered on the proviso that the offer, if accepted, would not prejudice any application for the Inglenook site. Second day of the Hearing is scheduled to take place on Tuesday 20 April.

6.7. Parish Council Planning Photographs Archive (Councillor Amies)

The Parish Council often refers to photographic evidence when considering proposals for development and Councillor Amies suggested that these be collected centrally as an archive for future use. Of particular note are historical ones and those showing areas liable to flood.

Clerk to request information from other Clerks about systems used

7. Village matters

7.1. Village Hall

Councillor Burton announced that the Village Hall is open for business as long as everyone follows government guidance on the opening of community halls. The Hall will be used as a Polling Station for the local elections in May.

8. Monthly Report from RFO

8.1. Report

The timetable for this year's Annual Governance and Accountability Return (AGAR) has been announced and it has reverted to pre-Covid arrangements. Therefore, deadline for submitting AGAR forms is 1 July. RFO has contacted the internal auditor and documents for inspection are being handed over on Thursday 15 April. Intention is to have internal audit completed and ready for approval by the Parish Council and signing by the Chair at the May meeting.

VAT Return for 2020 / 2021 will be submitted shortly with a potential to reclaim £1192.91.

8.2. Quarter 4 / End of Year Accounts and Budget Monitoring

	4 th Quarter Total	End of Year Totals
Income	£8,427.79	£37,682.49
Expenditure	£4,354.67	£23,757.72
Balance	+£4,073.12	+£13,924.77

- Balance at beginning of the year - £81,785.62
- Balance carried forward to 2021/ 2022 - £95,710.39
- Bank balances
 - Community Account (Current) - £27,149.73
 - Business Premium Account (Savings) - £68,558.66
 - Cash in Hand (VH electric meter) - £2.00
- Summary
 - Most of the budget items came in as expected or underspent. Explanations given to explain variances.
 - Few items were overspent. Explanations given to explain variances.
 - Parish Council had budgeted for a deficit of £6860 but Covid had an impact on this as there was no NDP Referendum which meant no legal costs (almost amounting to £15k) were incurred.

- Other areas where Covid impacted were loss of income for Village Hall and additional expenditure on signage for car parks and Parish Council-owned land.

8.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
NALC	Annual subscription	£102.84	Bank Transfer
King's Lynn & West Norfolk BC	Dog waste collection	£848.02	Direct Debit 1/4/21
BUILDERS EQUIPMENT LTD	Marsh Lane / Eastgate sign	£111.62	Bank Transfer Paid 26/3/21
Holme PCC	Donation	£1100	Bank Transfer- Paid 18/3/21
BT plc	Emergency telephone	£45.46	Direct Debit - 29/3/21
D. Watkins	Clerk's Salary	£570.66	Bank Transfer
HMRC	PAYE on Clerk's Salary	£142.60	Bank Transfer
D. Watkins	Land Registry Checks	£12.00	Bank Transfer
BT plc	Telephone/broadband	£59.59	Direct Debit
Lawnright	Grass cutting	£100.50	Bank Transfer
British Gas	Village Hall electricity	£41.70	Direct Debit
E-on	Street lighting	£88.94	Direct Debit- 12/4/21

AGREED unanimously

9. Correspondence

9.1. Any correspondence not otherwise on the Agenda

- **Virtual meetings beyond 6 May 2021** – 12-week government consultation announced. **Parish Council to send a response requesting extension.**
- **Permitted Development Rights for campsites** – following communication from a parishioner who shared their concern about the proposed campsite on Beach Road, the Clerk had done some research on the topic:
 - Important points to note are that the 28/56 days are the total number of days per calendar year that are permitted and that it is not possible to open for the permitted number of days in one block, close for a day, and then re-open for a further 28/56 days.
 - In England, 28-day (tent) campsites can now open for 56 days in a calendar year under permitted development rights (now extended until the end of December 2021)
 - Source: The Town and Country Planning (General Permitted Development) (England) Order 2015, Schedule 2, with additional 28-day right added in 2020 -via a government explanatory memorandum
 - The legislation would appear to apply equally to fields being used as temporary car parks but caution is urged by some in the legal profession (Farmers Weekly 2 April 2021)
 - **Permitted development rights may not be available if:**
 - the landowner has signed a 'Section 106' agreement with the Borough Council (Town and Country Planning Act 1990, Section 106), which may

have forfeited permitted development rights on the land in exchange for planning permission

- the land is the subject of an 'Article 4' direction (The Town and Country Planning (General Permitted Development) (England) Order 2015, Article 4), usually near listed buildings and important scientific, historical or natural sites
 - the land is subject to 'Article 3' (The Town and Country Planning (General Permitted Development) (England) Order 2015, Article 3), when local authority approval is required where a European conservation site is likely to be significantly affected. There are also restrictions under Article 3 if the use is Schedule 1 or Schedule 2 development under Environmental Impact Assessment regulations
- Councillor Crown added that he believed the limit had been increased to 60 days and that only 40-day blocks could be used before having to close and was limited to sites with tents excluding campervans and caravans.

Parish Council to seek clarification on these restrictions from the Borough Council

- **Hunstanton Neighbourhood Plan Reg.16 Consultation 2021** - closing date Tuesday 25 May 2021
- **BT Phone box** – parishioner had suggested adoption of a red phone box and putting it on Westgate. Although nature of the scheme, which did not allow for this, was explained, it did pose questions for the future of the Main Road box.
Clerk to investigate costs of removal
- **National ALC Network for Coastal Communities** – Councillors Devereux and Crown have registered to represent the Parish Council.
- **Marsh Lane (Eastgate) sign** – a complaint had been received about the recent placement of a new sign. Although the sign has been removed the Parish Council will explore alternative options.

10. Date of next meeting of the Parish Council Tuesday 4 May 2021 (arrangements to be confirmed)

Meeting finished at 9.05pm

Signed Chair

LS Devereux.

Date 4/5/21