

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of a meeting of the Parish Council held in the Village Hall,
Kirkgate, on Tuesday 28th August 2018 at 7pm.**

Present: Lynn Devereux (Chair) Gillian Morley Martin Crown
 Robbie Burton

In Attendance: Mike Longley (Parish Clerk and Responsible Financial Officer), PC Francine Heath (Norfolk Constabulary), Andrew Jamieson (Norfolk County Council) and six members of the public.

1. Apologies for Absence and approval of reasons

Councillor Felgate (Holiday), Councillor Easton (Unavoidably detained whilst away) and Councillor Needham (Forgot, due to unusual date).

2. Declarations of Interest

There were none.

3. Minutes of the Parish Council Meeting held on Tuesday 17th July 2018

3.1. Approval

The Minutes had been pre-circulated and there was one amendment required. Councillor Morley had contacted the Clerk regarding an omission in relation to obtaining a quotation from Jamie Bridges for the cost of cutting the grass around the village sign and adjacent bench. The Clerk had amended the Minutes and read out the wording of the amendment. It was **RESOLVED** (unanimously) that the Minutes of the Meeting held on the 17th July 2018 be confirmed as a true record and signed by the Chair.

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

3.2.1 Councillor Morley confirmed the quote from Jamie Bridges for cutting the grass around the village sign and bench would be £20 per cut. It was agreed to accept this and Councillor Morley is to let Jamie Bridges know.

3.2.2 Councillor Crown enquired if there was any feedback on the question of potential Trustees liability in cases of underinsuring of Parish property. The Clerk confirmed a response had been received from Norfolk ALC, essentially saying that it would only be in cases of wilful ignorance of advice that Trustees would become liable. It was agreed the Clerk should complete the online rebuilding cost assessment to obtain an up to date valuation to assist the Trustees.

4. Reports

4.1 County Councillor and District Councillor Reports

There was no District Councillor Report. County Councillor Jamieson gave a brief update on matters pertinent to Holme covering the last couple of months. He referred to the Caravan Site which had appeared at the Poplars on Main Road. His understanding was that this had been done without the necessary consents from KLWNBC and NCC Highways. He had been in contact with Heidi Wedge, Planning Enforcement Officer at KLWNBC who had informed him that she was aware of complaints raised by neighbouring residents. She confirmed that breaches had been escalated. Previously there had been consent through the Caravan Club for up to five caravans but this had lapsed. The current use is unauthorised. Councillor Jamieson had contacted Darren Mortimer at NCC Highways to be told that it should be Heidi Wedge who contacts him. Highways do not think it is lawful. Councillor Jamieson is involved in discussions re proposals for a care home in Hunstanton. He said this is a better location than Thornham.

Signed..... *LS Devereux*Chairman

Date.....*9/10/2018*.....

4.2 Update on the Neighbourhood Development Plan (NDP)

Councillor Devereux gave an update on the NDP. For further detailed information people should visit the consultation area of the NDP website <http://www.holme-next-the-sea-plan.co.uk>

4.3 Police report on burglaries in the village

PC Francine Heath explained to the meeting that she was aware of what had recently happened with three dwelling burglaries in Holme, Ringstead and Summerfield. Following Police investigations three arrests had been made. This recent spate of crimes was believed to be the responsibility of a group of people temporarily living between Thornham and Ringstead. One of those arrested was subsequently returned to prison. PC Heath encouraged people to let the police know of suspicious activity. Comments were made of a group on Green Bank and a separate group on a green lane near the trig point on the ridge between Thornham and Holme.

5. Public Participation

It was **RESOLVED** (unanimously) that the meeting be adjourned for fifteen minutes for Public Participation.

5.1 Continuing with the theme of crime, a member of the public explained to PC Heath that an elderly resident in Holme had been left quite upset over the recent criminal activity. The NOA office and another property had been broken into and residents feel they are being watched. PC Heath said people must be confident to contact the police if they are suspicious of criminal activity. The police now have an off-road vehicle enabling them to travel along green lanes to check out people living there temporarily. It was agreed to put PC Heath's contact details on VIN.

5.2 The unlawful activities at The Poplars were again raised. The Enforcement Officer has hand delivered notices. Someone from Caravan Site Licensing (Health & Safety) contacted a neighbouring resident and was told Heidi Wedge was already involved. She is going to speak to Heidi. Councillor Devereux confirmed a Highways officer is coming to look at The Poplars site.

5.3 VIN update – There are now 139 subscribers and there have been 246 notices issued.

5.4 A discussion took place regarding the orange string and posts on the beach at NWT. Quite a number of these have come down in the spring tides and are proving to be a health and safety hazard for wildlife. It was pointed out that these could be taken down at the end of the breeding season. The Clerk was asked to drop a line to Gary to ask him about this.

6. Planning Matters

6.1 Applications received subsequent to this agenda

There were none.

6.2 Applications for comment

6.2.1 18/01359/F Holmbush, Drove Orchards, PE36 6LS. Construction of outdoor swimming pool. No observations either in favour or against the proposal. Comments submitted on 16 August 2018.

6.3 Decisions reported

6.3.1 18/00907/LB 34 Westgate, PE36 6LF. Listed Building single storey extension. Approved by Delegated Decision on 13 July 2018.

6.3.2 18/00910/F Cambriel, Broadwater PE36 6LQ. Extensions. Approved by Delegated Decision. Surprise was expressed that our request for Dark Skies conditions was ignored – particularly given the proximity to the Little Tern colony.

6.4 Holmefields update

Signed..... *L S Devereux*Chairman

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It was confirmed the application had been refused unanimously. For some reason the documents had been removed from the Planning Portal website. It was later suggested the reason for this was because the application fee hadn't been paid. It has now been confirmed by inclusion on the Weekly List of Applications and Decisions.

7. Consultations

7.1 SSSI Consultation on use of Byelaws

Natural England is seeking views on the proposed operational principles and scope and asking for suggestions on additional practical measures to help ensure the special features of England's SSSIs are protected.

Main points of Consultation

1. NE has long-standing powers to create byelaws - not used on SSSI's in the past
2. Main use:
 - a. To deter / regulate undesirable public behaviour
 - b. Mainly where SSSI's are being significantly affected by large numbers of people
3. They can be used to restrict the entry / movement of people, cars, animals and boats and protect living creatures from killing / interference in (and in the case of birds) around the SSSI's, prohibit dumping of rubbish and lighting of fires.
4. Will not interfere with existing rights to the use / management of the land and
5. Will not apply to those already in possession of consents, permissions, licences etc
6. Will be subject to wide consultation prior to implementation

Main points of Response

1. Confirmation that PC will be involved in all stages of the consultation process relevant to the North Norfolk Coast SSSI and existing rights will not be affected
2. In general agreement with the proposals
3. Suggested:
 - a. Locally targeted and executed public awareness campaigns to improve the general public's appreciation of the issues
 - b. Measures aimed at educating young people, clearly presented public information notices / boards
 - c. Much closer working locally and on the ground with other statutory organisations' (especially the Environment Agency) as well as planning and highways authorities, Parish Councils and AONB partnerships.

7.2 Eastern Fisheries & Conservation Authority Consultation on two byelaws which relate to the protection of designated habitats and species

Purpose: protection of designated habitats and species, primarily in relation to shrimp fishing in the Wash and North Norfolk Coast marine protected areas.

The Marine Protected Areas Byelaw 2018

The Marine Protected Areas Byelaw 2018 will implement new spatial closures in relation to fishing with bottom-towed-gear. These closures will be in addition to the closures in place under the Marine Protected Areas Byelaw 2016. **The purpose of this byelaw is to protect the most sensitive habitats from the impacts of trawling with bottom-towed-gear.**

The Shrimp Permit Byelaw 2018

The intention of this byelaw is to implement a permit scheme to enable Eastern IFCA to manage fishing effort and fishing practices for shrimp fishing. **This will enable a shrimp fishery outside of areas closed under the Marine Protected Areas Byelaw 2018.**

This byelaw will also require fishers to have electronic monitoring devices on their vessels when fishing for shrimp.

The deadline for responses is noon on the 3rd September 2018.

Signed..... *LS Devereux*Chairman

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7.2 Online survey on dog fouling and litter in West Norfolk

The Clerk confirmed the survey was completed on 31 July 2018 and summarised the response saying there had been a significant increase in the incidence of dog fouling in Holme in recent years resulting in a number of complaints to the PC. In response we have purchased and maintain 9 dog bins in the Parish. The main problems are on the coastal path, other footpaths, the North end of Beach Road and generally in and around NNR. The NWT need to do more to highlight and control this issue. This is a year round problem but particularly bad in holiday periods when visitor numbers swell and black bags are scattered around, much to the frustration of Broadwater Road residents and the PC who pay for the dog bin service.

8. Village Matters

8.1 Village Hall Floor update

The Clerk explained that the two individuals who had agreed to visit the hall to advise and quote for the work both failed to turn up so we were no further forward. Councillor Burton mentioned the name of AC Wood Flooring from Great Massingham as one possibility and passed a list to the Clerk of other possible contenders. The Clerk agreed to contact two of the firms on the list and arrange for them to visit the Village Hall for the purpose of quoting for the cost of refurbishing, re-covering or complete replacement of the floor.

8.2 Village Hall request for contribution to electricity costs incurred in the Village Hall office

Councillor Burton explained that due to the inability of the Village Hall Committee to recover vat on outgoings and the loss in income from the Car Scheme, they are over £600 per annum worse off in cash terms. The Parish Council had already agreed to contribute to the electricity costs of using the office but after some discussion it was concluded that the Clerk will look into the option of the PC paying the electricity bills (and recovering the vat) and calculate a fair amount to claim as a contribution from the Village Hall Committee.

8.3 Village Hall request for funding for replacement chair and table legs inserts

Councillor Burton explained the inserts in the chairs and table legs are falling out and will damage the floor. A quote has been obtained from Vital Parts for the required replacements for £119.88. Councillor Morley proposed, Councillor Devereux seconded and it was **RESOLVED** that the PC order and pay for the replacement parts.

9. Monthly Report from RFO

9.1 Vat claim review

The Clerk explained that as there is no formal mechanism in place for the Parish Council to make payments to HMRC, he is proposing to effectively repay the £880 incorrectly claimed vat, covering the years 2014/15 to 2016/17, by not claiming vat which we are entitled to claim back on a quarterly basis. For the quarter to 30 June 2018 we could have reclaimed £213.67, but we haven't. This means there still remains £666.33 of vat which we are unable to reclaim with effect from 1 July 2018 moving forwards. Obviously, once all the vat has been paid back we will be able to commence claiming it back again.

Signed..... *L S Devereux*Chairman

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9.2 Payments for August meeting

| PAYEE | REASON | AMOUNT | CHEQUE NO. |
|---------------|-----------------------------------------------------|---------|------------|
| B.M.A.C.C.S. | Car Scheme donation | £250.00 | 101384 |
| Jamie Bridges | Grass cutting July 2018 | £116.00 | 101385 |
| Lynn Devereux | BT – PC Domain name & laptop virus protection | £46.57 | 101386 |
| | NDP expenses – copying/scanning/binding | £40.56 | |
| | Total | £87.13 | |
| Mike Longley | Clerk Salary July | £587.34 | 101387 |
| | Expenses reimbursed – printer, chair, post box etc. | £291.64 | |
| | Total | £878.98 | |

9.3 Proposal to purchase data collection device for SAM2 via Parish Partnership Scheme

Councillor Devereux outlined a proposal to seek 50% funding via PPS to purchase and fit a traffic counter to our SAM2 equipment plus software for connecting and downloading data. This will allow us to monitor traffic flow on A149 (and possibly at other locations if we feel necessary e.g. Beach Road) and could provide evidence to support any future case for the introduction of road safety measures.

Wescotec who supply our SAM2 have confirmed the following:

Our sign can be enabled to collect data which will record time, date, speed and volume.

To collect the data there are two options.

- Option 1: We can connect SAM2 sign to a laptop/computer with leads provided (£350 plus vat).
- Option 2: Via a Bluetooth connection with an android phone/Tab (£450 plus vat).

We will be given the software for connecting and reading the data recorded. Costs include collection of our sign, carrying out the necessary work and returning the sign.

Proposal: Apply to PPS for funding to proceed with Option 2. If application is approved, the net cost to the PC is £225. It was proposed by Councillor Devereux, seconded by Councillor Burton and **RESOLVED** that the PC apply for funding for Option 2.

10. Correspondence:

10.1 Park Piece

A letter has been received from a resident about the cutting back etc on Park Piece. The PC does its best to keep the park in its natural state. Councillor Burton has used weed killer around the dead Walnut tree to remove the brambles and weeds. He has

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also planted four Fig trees and a young Walnut tree close by. Other brambles have grown into the park along Westgate and Peddars Way but these are cultivated from the adjoining gardens. Councillor Devereux said that both Councillor Burton and Jamie Bridges do a very good job maintaining Park Piece.

10.2 Any correspondence not otherwise on the agenda

10.2.1 The Clerk referred to the blocked ditch/culvert along Marsh Lane adjacent to Peter Melchett's grazing field. The Clerk has spoken to Matthew Philpott of the Internal Drainage Board and also Peter Melchett who has confirmed he has contacted Matthew Philpott and arranged to meet him at the site of the blockage to agree on whose responsibility it is to maintain the drain.

10.2.2 Councillor Devereux read out an invitation from Mayor Amanda Bosworth to attend her Civic Service being held on 9 September 2018. No one present was able to attend.

10.2.3 Councillor Devereux put up on the big screen an image of an exposed pipe on the beach near the Firs. Councillor Needham had emailed to say it had been there for a few years to his knowledge. A discussion suggested it may have been connected to a concrete structure. Councillor Devereux confirmed she had written to Natural England who are going to get in touch with the Environment Agency to investigate.

11. Date of next meeting

The next meeting will take place on Tuesday 9 October 2018 at 7 pm.

The Meeting closed at 8.15 pm.

Signed..... *LS Devereux*Chairman

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