

HOLME-NEXT-THE-SEA PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 10th December 2019 at 7pm

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

In Attendance: Dave Watkins (Parish Clerk), Bob Lawton (Brancaster Ward Councillor), Mr B. Lucas (AR&V Investments Ltd) and four members of the public.

1. Apologies for Absence and approval of reasons

None

2. Declaration of Interest

Councillor Devereux declared a non-pecuniary interest as a near neighbour in item 7.6.1.

3. Minutes of the Council Meeting held on Tuesday 12 November 2019

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 12 November 2019 be confirmed as a true record and be signed by the Chair.

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

- (3.2) Highways – Councillor Crown had also reported potholes between Westgate and the beach need attention. To be included on next Rangers visit.
- (4.4) Coastal Futures Initiative – Councillor Devereux reported no feedback received following recent meeting despite contact details being passed on by NCP.
- (4.5) Footpaths Project – Parish Clerk confirmed that he would be meeting with Councillor Amies w/c 16/12/19.
- (6.6) Councillor Devereux had issued a VIN to explain the process
- (7.3) SAM2 – Parish Clerk confirmed order had been placed with Westcotec with delivery being 6-8 weeks and thus perhaps not ready to be installed until after Christmas.
- (9.3) Online banking – confirmed that RFO had set up online banking for Parish Council. Councillor Devereux also reported that the RFO was currently in hospital and that temporary arrangements were being made to cover his absence. The Parish Council sent their best wishes to Mike for a quick recovery.
- (10.1) CPRE subscription – delayed due to RFO illness
- (10.1) Consultation on Norfolk Fire and Rescue Integrated Risk Management Plan 2020-2023 – Councillor Devereux submitted a response on behalf of the Parish Council

4. Reports

Signed Chair *LS Devereux.*

Date 14th January 2020

4.1. County Councillor and District Councillor Reports

Councillor Lawton reported that the Independent Group on NCC had proposed a motion to plant 1 million trees within the county in the next 5 years. There is also a commitment by KLWNBC to plant a tree for every resident within next 4 years as well. Discussion ensued on logistics and whether similar ambition should exist for residents of Holme-next-the-Sea. Councillor Amies asked consideration for planting trees in allotment area where ground was very damp but it was noted that access was difficult and there was already willow established in the allotments.

Parish Clerk to enquire how this applies to Holme-next-the-Sea

4.2. Neighbourhood Plan update

Councillor Devereux reported that the Examiner is currently around 3 weeks behind schedule. For further information see the consultation area of the NDP website <http://www.holme-next-the-sea-plan.co.uk>

4.3. Cooperative working with neighbouring Parish Councils

Parish Clerk reported that he had contacted neighbouring Parish Councils to confirm a date for an initial meeting. Responses from Old Hunstanton, Ringstead and Thornham but not from Brancaster. Preferred date is 2pm-4pm on Thursday 23 January 2020.

Councillor Norman and Parish Clerk to organise and prepare for meeting.

5. Borough Council of King's Lynn Governance Structure

KLWNBC are consulting with Parish Councils on the current governance structure operated by the Borough Council and asking their views on the decision-making process. Councillor Devereux commented on the Sifting Panel and Enforcement Section of the Planning Department and the process of feedback from Committees.

Responses to be sent to Councillor Devereux and Parish Clerk in good time to meet response deadline of 31/12/19.

6. Public Participation

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

- A local resident asked Councillor Lawton what guidelines were being applied to the planting of 1 million trees as approved by NCC (item 4.1). Cllr Lawton confirmed that the trees could not be planted in residents private gardens.
- A local resident highlighted the pile of sugar beet on A149. There followed a general discussion about waste left uncleared on roads and pathways around the village particularly that produced by agricultural vehicles.
- **Councillor Devereux and Parish Clerk to arrange a meeting with Sally Bettinson (Highways-NCC) to discuss this and other matters (see item 8.2) that have been recently raised by Parish Council and residents**

Signed Chair *LS Devereux.*

Date 14th January 2020

7. Planning Matters

7.1 Applications received subsequent to publication of Agenda

- 7.1.1 **19/02084/F:** Erection of single storey two bedroomed dwelling (Resubmission of 17/00465/F scheme but seeking use as separate dwelling rather than an annex) at Vine Cottage 49 Main Road, Holme next The Sea, Norfolk PE36 6LA

Owing to only just having received the application, aspects that need time to be considered and the relatively short consultation period, it was agreed Councillor Lawton would call in this application so that it is considered at Planning Committee.

7.2 Applications for comment

None

7.3. Other applications

None

7.4. Comments made on applications

- 7.4.1. **19/01950/F:** New detached garage and alterations to existing house, converting existing attached garage into living space at Broadwater Cottage 39A Kirkgate, Holme next The Sea Norfolk PE36 6LH

NO OBJECTION but KLWNBC asked to consider impact of the proposed new double garage on the street scene and likely impact of overspill parking onto Kirkgate

7.5. Decisions Reported

- 7.5.1 **19/01623/F:** Variation of Condition 5 of Planning Permission: 19/00054/F: Proposed Extension, Renovation & Cart Shed at Witherington 18 Eastgate Holme next The Sea Norfolk PE36 6LL – *Application permitted – delegated decision*

- 7.5.2 **19/02007/F:** Application for the removal or variation of Condition 4 of planning permission 17/00465/F: Erection of residential annexe at Vine Cottage, 49, Main Road Holme next The Sea Norfolk PE36 6LA - ***Application withdrawn.***

7.6. Appeals and Enforcement:

- 7.6.1. **Appeal: Ref APP/V2635/c/18/3216570.**

KLWNBC: Ref 18/00319/UNAUTU An appeal has been made to the Secretary of State against the enforcement notice served by the Borough Council relating to the Land S of 38 To 42 Main Road

Parish Council submitted their response by deadline of 2/12/19. Appellant and Borough Council deadline for Statements extended to 16/12/19. Despite reassurance about cross-posting of responses some of the PC's / Third Parties' had been published on KLWNBC's planning portal. These were taken down following a complaint. Hearing confirmed for 24/3/20.

8. Village Matters

8.1. Donation for Park Piece

Donation of £800 from local residents delayed due to illness of RFO and question around Gift Aid. Councillors have considering options, one of which suggested a pond. Closer examination of donation specifies a wish for “plantings”. Councillor Burton reminded Council that acceptance of ownership was on condition that the primary purpose was for recreational use rather than for a nature reserve. Sympathetic planting could be incorporated into this.

8.2. Village Pond

Councillor Amies had previously circulated a response from County Councillor Andrew Jamieson to Members which included two suggestions i) transfer ownership to Parish ii) £1000 from NCC to contribute towards restoration. Parish Clerk confirmed that ownership of the pond was divided between NCC Highways and owners of 53 Beach Road.

Councillor Devereux and Parish Clerk to include restoration and maintenance of Village Pond in their discussion with Sally Bettinson (see item 6)

8.3. Drainage issues

Parish Clerk has reported condition of drain adjacent to Restricted Byways 5 and 6 (extension of Marsh Lane) to Councillor Ian Devereux, KLWNBC’s representative on the Norfolk Rivers IDB with photographs. Additionally, and following a complaint, the Parish Clerk has logged a report with NCC Highways about the condition of Restricted Byways 5 and 6 created by agricultural vehicles.

9. Property at 27 Beach Road

Site inspection carried out by Parish Clerk and Councillor Burton on 29/11/19 with prospective tenant. Agreed that tenant would not sign lease until garden had been tidied. Councillor Felgate confirmed that gardening service would complete work soon so that lease could be signed for tenancy to start from 1/1/20. Councillor Crown said that garden should be brought up to a standard which the Council would wish it to be returned in, at the end of the tenancy.

10. Monthly Report from RFO

10.1. Report and payments for authorisation

Councillor Devereux reminded Council that due to the RFO’s illness a report had not been available to present at the meeting. She had with the help of the Parish Clerk prepared a list of payments due which she had previously circulated to Members for comment.

The following items were approved for payment

Signed Chair *LS Devereux.*

Date 14th January 2020

| PAYEE | REASON | AMOUNT | CHEQUE NO. |
|---|-------------------------|---------|------------|
| G W Crown Limited | Hedge Cutting | £144.00 | 101517 |
| Marianne Charles | Plants for Village Beds | £34.60 | 101518 |
| Robert Burton | Reimburse Expenses | £19.98 | 101519 |
| Dave Watkins | Travel & subsistence | £201.40 | 101520 |
| NALC | Clerk training course | £66.00 | 101521 |
| Parish Online | Annual Subscription | £36.00 | 101522 |
| Jamie Bridges (Lawnright Garden Maintenance) | Parish grass cutting | £197.50 | 101523 |
| Mike Longley | RFO November salary | £277.49 | 101524 |
| HM Revenue & Customs | PAYE on Clerk's salary | £116.00 | 101525 |
| Dave Watkins | Parish Clerks Salary | £464.00 | 101526 |

11. Correspondence

11.1. Any correspondence not otherwise on the Agenda

- **SNAP (Safer Neighbourhood Action Panel) meetings**

Email received from Norfolk Police following a review of these meetings and feedback from Parish Council members finding it difficult to attend quarterly meetings. Police suggesting 6 monthly meetings with Inspector and local Beat Managers. Two suggested dates of 10 March 2020 (evening) or 16 March 2020 (afternoon). Response deadline 1/1/20

Parish Clerk to circulate details to Councillors

12. Date of Next Meeting of the Parish Council

Tuesday 14 January 2020