

## HOLME-NEXT-THE-SEA PARISH COUNCIL

### Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 12th December 2023 at 7pm

**Present:** Lynn Devereux (Chair), Martin Crown, Ermine Amies, Wendy Norman, Robert Burton, John Hulme

**In Attendance:** Tom de Winton (Borough Councillor)-part, Dave Watkins (Parish Clerk) and 2 members of the public

1. **Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence  
Councillor Seare (personal commitment)
2. **Declarations of Interest:** To declare any personal or prejudicial interests  
None
3. **Minutes of the Parish Council Meeting held on Tuesday 14 November 2023**
  - 3.1. Approval  
These had been pre-circulated  
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 14 November 2023 be confirmed as a true record and be signed by the Chair.
  - 3.2. Matters arising from the minutes (non-agenda items)
    - (3.2) Grass-cutting outside Poplars and weed growth on Launditch  
**Clerk to continue to chase Highways**
    - (3.2) White Horse registration as an ACV – Councillor Hulme has provided information for registration form which Clerk has prepared for submission.
    - (3.2) Public participation – Village Pond – Norfolk Ponds Project and Freshwater Habitats Trust contacted and information shared with Parish Council.  
**Agreed not to progress**
    - (6.8) Levelling Up and Regeneration Bill  
**Councillor Devereux asked Councillors Norman and Crown to raise issues at the next Saxon Shore Parish Forum**
    - (7.1) Parish Partnership Scheme – Clerk confirmed that bid has been submitted and confirmed as received and valid by Norfolk County Council
    - (7.2) Park Piece - Path Project  
**Clerk reported that 5 Contractors had been identified to request quotes but also consulting with NWT and NOA for recommendations**
    - (7.3) Village Hall parking  
**Councillor Norman informed the meeting that the Village Hall Committee had not yet met to discuss. Clerk to contact Highways to ask what options are available**

Signed Chair

*L S Devereux*

Date 9/1/24

**4. Reports:** to receive the following

**4.1. County Councillor and District Councillor reports**

Councillor de Winton reported that Application 23/00580/F-Barns north of Thornham Road has been deferred by the Planning Committee (16 November) to gather more information. A few members of the Committee had visited the site.

Noted that S106 Agreements are becoming popular with the Borough Council and that they are working on a definition of “Principal Residence” and creating processes to monitor compliance.

Councillor de Winton (who is also a parish councillor for Brancaster) commented on the two Applications before the Parish Council for The White Horse (items 6.2.1. and 6.2.2.). Brancaster’s experience with their White Horse suggested that Holme Parish Council needed to pay particular attention to controlling traffic and parking to avoid them becoming issues of concern.

**4.2. “Making the Planning System Work for Local Councils” – 22 November (Councillor Devereux)**

Councillor Devereux had circulated a report to parish councillors prior to the meeting and invited questions .

**4.3. NALC National Network: Coastal Communities Meeting– 23 November (Councillor Devereux)**

Councillor Devereux had circulated a report to parish councillors prior to the meeting. A presentation given by the National Oceanography Centre (NCO) on coastal issues was very relevant to Holme. Noted that the Local Government Association has a Coastal Special Interest Group to which the Borough Council can send a representative. Councillor de Winton suggested the Parish Council contact the Leader of the Council (Terry Parish) to ask about representation. He also added that having access to expert knowledge would be useful in discussions about the Wash Barrier.

**Councillor Devereux to send Councillor de Winton a copy of her report and the NCO presentation**

Councillor Crown asked about what role the Norfolk Coast Partnership (NCP) has now.

**5. Public participation: Resolution – to adjourn the meeting up to 15 minutes for Public Participation**

Member of the public stated that they had found it difficult to obtain information about the NCP and access the website to locate a map of the North Norfolk AONB.

They were also concerned that planners were encountering problems enforcing Principal Residences. Councillor de Winton reiterated that monitoring had been an issue but that a clearer definition would improve enforcement in the future and that there needs to be an alignment of understanding with HMRC.

Member of the public added that they felt there was too much planning restraint attached to new dwellings on the local tourism industry, which is a main contributor to the local economy, adding that they would like to see the Principal Residency policy applied to the whole Borough. Also frustrated by what they see as inconsistency in how planning law is applied. Councillor de Winton replied that he does not feel the Borough Council fully understands coastal issues.

Noted by Councillor Amies that Driving Licences are used in London to establish principal residence.

Another member of the public, commenting on a previous debate about the NCP, said that the recent Glover Report recommended that AONBs be renamed as Protected Landscapes.

**Parish Clerk to contact County Councillor Andrew Jamieson for clarity on the current status of the NCP and an up-to-date list of officers and functions**

Signed Chair

*LS Devereux.*

Date 9/1/24

Councillor de Winton left the meeting at this point.

## 6. Planning matters

### 6.1. Applications received subsequent to this agenda

None

### 6.2. Applications for comment

6.2.1. – **23/01990/FM** - Reposition the existing vehicular access into the site. Landscaping & tree works to extend the existing car park. Insert pedestrian gate in a roadside boundary wall. Change the colour wash of the pub walls from Blue to White at The White Horse, 40 Kirkgate, PE36 6LH – Expiry date 12 December

Noted that this Application (and 23/01991/LB) seeks to reposition the existing vehicular access into the site, install landscaping and tree works to extend the existing car park, insert a pedestrian gate in a roadside boundary wall and change the colour wash of the pub walls from blue to white. Furthermore, it was shown that porous paving will be used for the car park surfaces.

Comments from the community focused on the following: historical preservation and heritage issues; visual impact on the Conservation Area (HNTS12); negative impacts on street scene/views and residential amenity (HNTS11), AONB Dark Skies / noise - tranquillity (HNTS20), traffic / congestion (HNTS25), Biodiversity / No Net Gains (HNTS22). Mention was also made about a recent issue with run-off in Kirkgate causing a main sewer to back up although the Parish Council had not been previously informed.

The Parish Council is generally supportive of the proposals for changes such as: colour change from blue to white; repositioning of the access – which it thinks will provide for improved internal traffic flow; segregation of pedestrian and vehicle movements was considered to have safety benefits for pub customers and the caravan park; increased car parking provision will reduce the demand for overflow / on-street customer parking on Kirkgate; potential for improved loading arrangements reduced congestion on this narrow village street beneficial where group of important unlisted; secure cycle parking.

However the Parish Council did have concerns mainly related to: screening and visual impacts; impacts on the Conservation Area / views and setting of the listed building due to increased visibility of the enlarged car parking space and the loss of the garden and mature planting (CS12, DM15 and HNTS 12 & Character Statement) which contributes to the character of The White Horse as country pub; whether the introduction of a new gate into wall on south elevation will set a precedent; potential impact of additional external lighting on the tranquillity of the village. Dark Skies are one of the special qualities of the AONB environment (ref NPPF 176 and 185, DM15, HNTS20) and the site is adjacent to the marshes which are important habitats (SSSI, Ramsar, SPA) for internationally protected species of birds and amphibians including a number which are sensitive to light pollution (ref NPPF180); impacts (car parking) on neighbourhood environment / amenity (HNTS11); No Biodiversity Net Gain identified.

**Decision: send comments. Request meeting with new owners of the White Horse to discuss traffic and parking concerns. Ask Councillor de Winton to call-in Application to be considered at Planning Committee.**

Signed Chair

*LS Devereux*

Date 9/1/24

6.2.2. – **23/01991/LB** - Listed Building Application: Reposition the existing vehicular access into the site. Landscaping & tree works to extend the existing car park. Insert pedestrian gate in a roadside boundary wall. Change the colour wash of the pub walls from Blue to White. The White Horse, 40 Kirkgate, PE36 6LH – Expiry date 12 December

See comments and Decision for 6.2.1.

6.2.3. - **23/01967/F** - Proposed extension and alterations to existing dwelling and detached garage. Beamish, Broadwater Road, 6LQ PE36 – Expiry date 13 December

Noted that the Parish Council had objected to the previous Application 22/02107/F, mainly on grounds of size but also raising issues in relation to flood risk. It was subsequently identified that Permitted Development Rights (PDR) for Beamish had been withdrawn by the Borough Council at the time of the original development due to the sensitivity of the site and its immediate environment. The Application was refused under delegated powers on grounds of size – but with no reference to PDR's. Following enquiries by the Parish Council, it appears the Borough Council has lost correspondence on the PDR's. This new Application has been made on a revised site area, but there was no accompanying planning statement. Drawings provide estimates of GIFA, and refer to PDRs, although this is not made clear why. Parish Council agrees on figures for the original cottage but not for the proposed extension (contrary to HNTS17) which the Case Officer has asked Parish Council to scrutinise. It is estimated to be 10sqm in excess of policy requirement. Calculations have been sent to the Case Officer for checking and a response is awaited.

Parish Council noted that the Application again fails to identify that the site is in Flood Zone 3, defined as Vulnerable (Flood Risk Pro-Forma completed incorrectly). Furthermore, no floor levels are shown on drawings and no evidence of resilience measures. The Water Management Alliance (WMA) is also seeking a surface water drainage strategy and application for consent to discharge treated foul water.

**Decision: send Holding Objection pending confirmation from Case Officer and Agent of floor areas that are to be considered**

### 6.3. Other Applications for information

None

### 6.4. Comments made on Applications

The following Applications were reviewed and agreed by circulation and details of the Parish Council's decision can be found at <https://online.west-norfolk.gov.uk/online-applications/>

6.4.1. – 23/01926/F – Formation of new vehicular access. Beach House, 3 Beach Road, PE36 6LG

### 6.5. Decisions Reported

6.5.1. – **23/01733/F** – Poplars, Broadwater Road, PE36 6LQ - Variation of Condition 3 of Planning Consent 14/01244/F; Variation of Condition 4 attached to planning consent reference 12/01836/F to amend the Protected Species Report to be superseded. Application Permitted 30 November 2023. *Delegated Decision*

6.5.2. – 23/00224/TREECA – Church Cottages, Kirkgate, PE36 6LH – x2 overgrown leylandii trees to be removed. Tree Application. No objection 4 December 2023. *Delegated Decision*

Signed Chair 

Date 9/1/24

## 6.6. Appeals and Enforcement

6.6.1. - **23/00266/UNOPDE** – Tanholt, Broadwater Rd

Retrospective Application 23/02161/F was validated on 4 December

6.6.2. – **23/00459/UNAUTU** – land adjoining Thurlow Cottage, 16 Eastgate

Enforcement have told householder that the shepherds hut has to be removed and they are in the process of doing this.

## 7. Biodiversity Policy

Under the 2021 Environment Act, public authorities operating in England must consider what they can do to conserve and enhance biodiversity. In response to the subsequent Government guidance published on 17 May 2023 and applicable to local councils, Holme-next-the-Sea Parish Council proposes to adopt a policy which sets out how it will work towards enhancing and protecting the biodiversity of the parish area. To this end:

**IT IS RESOLVED THAT:** The proposed Biodiversity Policy circulated in connection with Agenda Item 7 is hereby adopted by the Parish Council to provide the basis for fulfilling its responsibility for protecting and enhancing biodiversity in Holme-next-the-Sea. The policy will take effect on 1 January 2024.

**Proposed:** Councillor Devereux      **Seconded:** Councillor Burton

## 8. Village Matters

Councillor Norman raised concerns about building and construction vehicles around the village which are causing obstructions and impeding access to and from properties.

**Clerk to contact Highways to ask what options are available to control traffic and parking whilst building works are in progress**

## 9. Monthly Report from Responsible Finance Officer (RFO)

### 9.1. Report

Monthly internal financial check for November carried out by Councillor Crown 6 December 2023. All found to be satisfactory.

### 9.2. Budget 2024/2025

Parish Councillors were circulated a Draft copy of the Budget for 2024 / 2025 requesting feedback. Some amendments have been made to the Draft but further decisions are required on Park Piece and the Village Sign. Some further work is required before final decision being made.

**Clerk to make enquiries regarding refurbishment of Village Sign**

### 9.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
Haymarket Media Gr	Planning subscription	£50.00	Direct Debit – paid 24/11/23
British Gas plc	Village Hall electricity	£126.82	Direct Debit
HMRC	PAYE on staff salaries	£275.18	Bank Transfer
Payroll	Staff salaries (includes back pay to April 2023)	£876.17	Bank Transfer
Parish Online	Annual subscription	£36.00	Bank Transfer

Agreed unanimously

Signed Chair

*LS Devereux*

Date 9/1/24

## 10. Correspondence

### 10.1. Any correspondence not otherwise on the Agenda

- West Norfolk Rural Community Capital Grants 2024/25
  - Capital grants of between £10,000 and £50,000 are available for investment in 2024/25
  - For the creation or improvement of buildings or equipment that will enhance and strengthen community assets, facilities and local provision.
  - Outline project proposals must be submitted by the end of January 2024 Applicants who are successful at this stage will then be invited to submit a full application, and final decisions announced in May
  - Projects must be deliverable between May 2024 and the end of March 2025

**Councillor Burton asked Clerk to send details to him**

### 11. Date of next meeting of the Parish Council Tuesday 9 January 2024

Signed Chair

*LS Devereux*

Date 9/1/24