

**HOLME-NEXT-THE-SEA PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 11<sup>th</sup>  
February 2020 at 7pm**

**Present:** Councillors Lynn Devereux (Chair), Robert Burton, Martin Crown, Stefan Seare, Ermine Amies

**In Attendance:** Dave Watkins (Parish Clerk), Councillor Andrew Jamieson (NCC) and 3 members of the public.

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

Councillors Wendy Norman (personal) and Kevin Felgate (business)

**2. Declarations of Interest**

None

**3. Minutes of the Council Meeting held on Tuesday 14 January 2020**

**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 14 January 2020 be confirmed as a true record and be signed by the Chair.

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

(3.2) Coastal Futures Initiative – Councillor Lawton had received a letter which he will send to Councillor Devereux – **not yet received**

(3.2) Footpaths Project – Parish Clerk reported that he had received an Information Pack from Su Waldron (Project Officer – NCC) and an invitation to attend a Seminar on 28 February at Thompson. – **Clerk and Councillor Amies to attend**

(6.1.2) Planning application - 20/00019/F – Sandy Ridge – Councillor Lawton had spoken to Case Officer and Councillor Devereux has sent a report and photographs to Stuart Ashworth (KLWNBC) who will study and reply as soon as possible

(7.1) Donation for Park Piece - Clerk had contacted NCC Natural Environment Team who had referred him to Norfolk Coast Partnership for advice.

**Councillor Jamieson to provide contact details for someone who could advise the Parish Council**

(7.2) Village Pond – Clerk reported that he had received an email from owner of 53 Beach Road informing him that Anglian Water were sending a surveyor to look at rebuilding the wall. Owner also keen to work with Parish Council in maintaining Pond in the long-term.

(7.3) Dog Waste Bin for Chalk Pit Lane – purchased and installed

(10.1) East and South Marine Plan Monitoring Surveys – closing date for responses is 28 February

Signed Chair *LS Devereux.*

Date 10 March 2020

(10.1) West and North Norfolk Marine Partnership – Councillor Amies to represent Parish Council

(10.1) Control of Dogs – VIN issued by Clerk and item was discussed at Saxon Shore Forum. No further reported incidents

(10.1) Disposal of green garden waste – VIN issued by Clerk

(10.1) Quad bike driven on beach and dunes – Clerk had contacted agents for Le Strange Estate (Cruso and Wilkin) to bring matter to their attention. Noted by them as a breach of access regulations despite signs stating no vehicles.

(10.1) 30mph speed limit within village - Clerk had replied to resident providing information and informing them of impending meeting with NCC Highways

#### 4. Reports

##### 4.1. County Councillor and District Councillor Reports

Councillor Jamieson reported on recent activities at County level affecting local area. Apologies for not attending recent Parish Council meeting but as Chair of Finance Committee he works 4 days a week at County Hall. Key points:

- Budget to be announced 17 February with a Council Tax increase of 3.99%
- Budget of £1.4bn. Large amount goes to schools with remaining 70% going to increasing demand from Adult Social and Children’s Services.
- A Green Paper on funding of Adult Social Care is due in 2020
- In response to a question from the Chair regarding distribution of funds Cllr Jamieson replied that need, often expressed through main centres of population, was the main driver
- A SEN School or a Special Resource Base (SRB) attached to an existing school to be built in West Norfolk. Savings will be made from not having to use taxis / buses to transport children so frequently.
- Extra £1m for Fire and Rescue Service
- Investment in local area through Hemingway Partnership for redevelopment of the Beach and a new shared-service library in Hunstanton.
- Development of broadband. NCC have been speaking to Central government about super-fast fibre networks. Also working with business clusters to support grant applications to Open Reach
- Mobile networks – NCC offering all their buildings for free to mobile phone companies to erect masts
- “Slow Down” signs offered to Parish Council by Councillor Jamieson. Councillor Devereux informed the meeting that road traffic incidents were not being reported accurately or in some cases not at all.

##### 4.2. Neighbourhood Plan update

Councillor Amies congratulated Councillor Devereux and the Team on the success of the Examination of the Plan which took place at the end of January. Very positive feedback from the Examiner. The Borough Council will now take steps towards holding a local Referendum.

#### 4.3. Cooperative working with neighbouring Parish Councils

First Saxon Shore Forum (SSF) meeting held in Holme on 23 January. Attended by 8 Councillors – Holme (3), Thornham (3), Brancaster (1), Ringstead (1). Key points:

- Meet quarterly with proviso to meet in-between if circumstances demanded
- Evening meetings in future
- Up to 3 councillors from each Parish Council to attend plus Borough and County Councillor
- Request to include Burnham Overy Staithe / other parishes outside Ward in group to be discussed at next meeting
- Rotate locations with hosting Clerk organising meeting, taking notes etc.
- Discussion on a range of issues such as NDPs, Local Plan, Second Homes, traffic, parking (especially unlawful parking of camper vans), dogs, footpath registration
- Concerns about car parking – NNR had been closed on all 4 days over the August Bank Holiday and other parishes had experienced similar problems. Suggested consideration of a Park & Ride scheme at Drove Farm  
**Councillor Jamieson to consider this and report back**
- Next meeting 27 April in Holme at 7pm. Dark Skies Festival and promoting use of local shops already on Agenda

#### 5. Public Participation

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

- Member of the public asked if SSPF would be allowing members of the public to attend. **Clerk to put this on Agenda for next meeting**
- Member of the public reiterated the importance of ensuring that local footpaths are registered for their protection. Councillor Jamieson pointed out that the Ramblers Association have an initiative called “Don’t Lose Your Way”
- Member of the public thanked the Parish Council for their work on investigating the Village Pond
- Member of the public asked for clarification from Councillor Jamieson on NCC budget allocation. Reply was that 70% of net budget goes to Adult and Children’s services with remaining 30% going to other services. £230m reduction in funding since 2012. Rate Support Grant for 2019/2020 from central government was £34m. Councillor Jamieson argued that subsidy levels need to be looked at for different areas of the county especially for childcare and transport.

## 6. Dark Skies Festival (18<sup>th</sup> September – 4<sup>th</sup> October)

Clerk reported on the main features of this year's Festival

- Supported by Norfolk Coast Partnership this is a celebration of night skies and raising awareness of their importance in North Norfolk
- Opportunities for HNTSPC to partner with local organisations
- Launch event 18 September
- Information for programme to be sent by 3 April

**Clerk to contact relevant local organisations to explore partnership working with a view to hosting an event in Holme**

## 7. Planning Matters

### 7.1 Applications received subsequent to publication of Agenda

None

### 7.2 Applications for comment

7.2.1 **20/00088/F** - Variation of condition 2 of planning permission 19/00723/F to increase the size of the outbuilding. Visitor Centre, The Firs, Broadwater Road, Holme next The Sea, Norfolk, PE36 6LQ - **Application Supported**

### 7.3. Other applications

7.3.1 **20/00020/TREECA** - (T1) Eucalyptus - approx. 4-5m reduction of leading branch tips back to suitable growth points. Tree is on boundary and shading neighbouring garden/greenhouse. Sybil Cottage, 25 Kirkgate, Holme next The Sea, Norfolk, PE36 6LH

7.3.2 **20/00023/TREECA** - T1 - Sycamore - Lightly crown raise to approx. 4 meters within Conservation Area. The View, 2 Kirkgate, Holme next The Sea, Norfolk, PE36 6LH

### 7.4. Decisions Reported

7.4.1 **19/00723/NMA\_1** - Visitor Centre The Firs Broadwater Road Holme next The Sea Norfolk PE36 6LQ - Non-material amendment to planning permission 19/00723/F: Internal and external alterations to visitor centre including the installation of shiplap cladding, reposition oil tank, enlarged store and changing of use from garage to an office. Application refused – delegated decision

7.4.2 **19/00212/TREECA** - 10 Barnwell Cottages, Aslack Way Holme next The Sea Norfolk PE36 6LP - Tree in a Conservation Area: Snow Gum (Eucalyptus). This tree is about 6-7 metres high (Photo: 10 Aslack Way Doc 2), and during high winds it waves about alarmingly. Either taking 3-4 metres off the top to make a better shaped and safer tree or to be removed altogether. No objection – delegated decision

7.4.3 **19/02025/LDE** – Seasplurge, 25 Beach Road Holme next The Sea Norfolk PE36 6LG - Lawful Development Certificate: Breach of condition 2 of planning permission 2/74/2188/F - Permanent and full-time occupation in breach of a season occupancy condition in excess of 10 years. Was lawful – delegated decision.

7.4.4 **19/00285/F** - Drove Orchards Thornham Road Holme next The Sea Norfolk - Conversion of Dutch Barn to mixed use comprising Micro-brewery, retail and light industrial; change of use of grain barn to mixed use comprising agriculture, light industrial and retail;

change of use of Polytunnel to dog training; erection of Café in lieu of that approved pursuant to 14/00193/F; new WCs and amended vehicular access. Application permitted – delegated decision

7.4.5 **19/01894/F** - 4 Aslack Way, Holme next The Sea HUNSTANTON Norfolk PE36 6LP - Two storey side and rear extension, front porch and detached cart shed. Application permitted – delegated decision

7.4.6 **19/02084/F** - Vine Cottage, 49 Main Road Holme next The Sea Norfolk PE36 6LA - Erection of single storey two-bedroom dwelling (Resubmission of 17/00465/F scheme but seeking use as separate dwelling rather than an annex). Application withdrawn

## 8. Village matters

### 8.1 Village Pond

Dealt with under **3.2**

### 8.1 Defibrillator

Last discussed in July 2019 when various locations in the village were considered (phone box on Main Road, Village Hall, Beach Road toilets Church, pub). Clerk reported that the phone box is in a poor condition. Thornham is nearest location for a defibrillator. Councillor Crown informed Council that the phone box on Main Road had been adopted by a charity with the intention of installing a defibrillator. Steps had been taken to find out details without success. Discussion on best location – Village Hall central geographically but phone box could be a better location for permanent residents.

**Clerk to contact BT to find details of charity that adopted phone box and then contact charity to determine current position. Also, to gather information from Thornham and Hunstanton Councils**

## 9. Monthly Report from RFO

### 9.1 Report and payments for authorisation

- Parish Clerk, Chair and Christina Jones (former Parish Clerk) have been handling financial matters in the RFO's absence due to ill health.
- Mike Longley has now resigned with one month's notice this will be effective from the end of February. Parish Clerk will formally extend his duties to include the RFO role effective from March (subject to approval of resolution)
- Meanwhile Parish Clerk has requested a Mandate Change Request from Barclays to enable access to accounts. He is also liaising with BT, British Gas and Utility Warehouse to be able to access those accounts.

The following payments were **APPROVED**

\* Estimated bill – was much lower than customer reading taken on 4/1/20

\*\* Customer reading

**9.2 RESOLUTION:** That the Parish Council approve that the Parish Clerk (David T. Watkins) should be added to the list of signatories on the Bank Mandate.

**AGREED UNANIMOUSLY – Proposer-Councillor Devereux. Seconded – Councillor Burton**

Signed Chair *LS Devereux.*

Date 10 March 2020

<b>PAYEE</b>	<b>REASON</b>	<b>AMOUNT</b>	<b>CHEQUE NO.</b>
<b>E-oN</b>	Street lighting 1/10/19 to 31/12/19	£90.92	Direct Debit
<b>BT</b>	02/01/2020 to 02/02/2020	£61.94	Direct Debit
<b>British Gas*</b>	Village Hall electricity 17/9/19 to 30/12/19	£139.96	Direct Debit
<b>British Gas**</b>	Village Hall electricity 31/12/19 to 4/1/20	£152.20	Direct Debit
<b>D Watkins</b>	Clerk salary January 2020	£464.00	101534
	PAYE	£116.00	
	Total	£580.00	
<b>Earth Anchors Ltd</b>	Purchase of Dog Waste Bin and delivery for Chalk Pit Road	£160.74	101535
<b>HM Revenues &amp; Customs via James Johnson</b>	PAYE on Clerk's salary December 2019	£116.00	101536
<b>M. Longley</b>	RFO salary January 2020	£184.80	101537

<b>Draft Budget 2020 / 2021</b>			
<b>INCOME</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>NOTES</b>
V.A.T. Refund	800	800	
Caravan Site	28000	28000	
UK Networks Wayleave	50	50	
27 Beach Road	2700	2700	
Deposit A/c Int	140	140	
NDP Funding	2180		Nothing due this year
Village Hall Electricity meters	300	300	
Other - BT repayment	100	100	
<b>TOTAL INCOME</b>	<b>34270</b>	<b>32090</b>	
<b>EXPENDITURE</b>			
Dog Bins		700	x2 new bins and x2 replacements @ £170 each
Dog Waste Removal	950	1000	
E-On (Street Lighting)	300	315	
Street lighting maint.	500	525	
Subscriptions	200	210	
27 Beach Road	11000	2000	New tenant took up lease 1/1/20
Caravan Site	500	525	
Gardening Maintenance	2250	2400	
Insurance (Local Council)	1500	1575	
Insurance (Village Hall)	900	950	
Village Hall	750	800	
Village Hall electricity	600	650	
Clerks and RFO's Salaries	7200	7500	
Office / Admin Expenses	500	525	
Office broadband/phone	500	525	
B.T. Emergency Telephone	200	210	
Website costs	100	100	
Planning /NDP	5000	1000	For printing of hard copies
Legal Fees	0	15000	Contingency to cover challenges to NDP
Auditors	400	420	
Park Piece	1250	1300	
Donations	0	1500	Contingency for match funding and other requests
Training	750	1000	
Section 137 /Holme PCC	2750	2750	
Capital expenditure			
Recoverable Vat			
<b>TOTAL EXPENDITURE</b>	<b>38100</b>	<b>43480</b>	
<b>BALANCE</b>	<b>-3380</b>	<b>-11390</b>	

**Clerk to investigate and report back on:**

- **additional dog waste collections for summer months**
- **Section 137 payments**

**10. Correspondence****10.1** Any correspondence not otherwise on the Agenda

- **Norfolk Local Transport Plan Consultation** – consultation began on 13 January, but Clerk only informed on 9 February. As deadline for responses is 28 February Council would like to request an extension  
**Councillor Jamieson to request an extension to the deadline**
- **Norfolk ALC Wellbeing Spring Conference – April 2020**  
Invitation to attend.
- **Late night buses to / from King's Lynn**  
Initiative by Ingoldisthorpe Parish Council to gain support for additional buses to run after 9pm. Approached NCC and Lynx Buses to convene a meeting and propose a trial this summer.  
**Clerk to send letter of support from Holme-next-the-Sea Parish Council to Ingoldisthorpe Parish Council**

**11. Date of next meeting of the Parish Council: Tuesday 10 March 2020****Meeting finished at 8.40pm**