

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 8th
February 2022 at 7pm**

Present: Lynn Devereux (Chair), Martin Crown, Robert Burton, Ermine Amies, Wendy Norman, Michelle Cole and Stefan Seare

In Attendance: Borough Councillor Bob Lawton, Dave Watkins (Parish Clerk) and three members of the public

1. **Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence
Andrew Jamieson – County Councillor (meetings clash)

2. **Declarations of Interest:** To declare any personal or prejudicial interests
Councillor Crown declared an interest as a member of the PCC in item 10 – advance notice of a request from St Mary’s Church for a donation from the Parish Council

3. **Minutes of the Parish Council Meeting held on Tuesday 11 January 2022**
 - 3.1. Approval
These had been pre-circulated.
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 11 January 2022 be confirmed as a true record and be signed by the Chair.

 - 3.2. Matters arising from the minutes (non-agenda items)
(3.2) Beach Road traffic and Golf Club Car Park – Councillor Crown reported that the question regarding **responsibility for maintenance of the area adjacent to toilet block** is being investigated by Sally Bettinson (NCC Highways)

4. **Reports:** To receive the following:
 - 4.1. County Councillor and District Councillor reports
Councillor Lawton updated the Council on the current situation within the Borough’s Planning Department. Many staff are still working from home which, in some instances, has made contact difficult. Departures and the process of recruitment has resulted in a proposal to introduce an external contractor to help and some delays should be expected.

5. **Public participation: Resolution** *To adjourn the meeting for up to 15 minutes for Public Participation*
Following a request from Holme Parochial Church Council for a contribution towards grass-cutting in St Mary’s Church, the Church Warden had been invited to attend, to provide some background. It was explained that fund-raising had been impacted by the pandemic with fewer contributions to church funds from parishioners and visitors. The ability to hold fetes or garden parties had also been prevented. In response to a question about how neighbouring villages had been able to continue with some fund-raising, it was stressed that Holme has a mainly older, vulnerable population, many of

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whom normally would have been involved in these types of activity. Comment was also made on how the church presents a positive image of the village even to those who do not attend religious services. A question was asked about what activities were being planned to celebrate the Queen's Platinum Jubilee. Councillor Devereux provided details of what contribution the Council would be making with Councillor Norman adding that the Village Hall Committee would be meeting on 14 February to discuss plans.

A local resident addressed the meeting about his proposals to establish a local history group to explore the village's rich history.

Clerk to liaise with resident on how the Parish Council may be able support the proposed group

6. Planning matters

6.1. Applications received subsequent to this agenda

6.1.1. - **22/00065/F** - Demolition of existing bungalow, construction of detached two-storey dwelling with garage and garden room at Westfield, 27 Peddars Way, PE36 6LE. Expiry date: 23 February
Parish Council acknowledged that although some amendments had been made to this re-submitted Application there were still areas of concern and that their original objections had not been sufficiently addressed. Principally these stem from the size of the property which does not adhere to the policies of the NDP. Noted that the village had overwhelmingly voted in favour of the NDP and that the Parish Council should respect that.

Decision: Object – unanimous

6.1.2. - **22/00119/F** - Construction of first floor rear extension over existing single storey ground floor extension at 10 Westgate, PE36 6LF. Expiry date: 25 February
Parish Council raised queries over the use of coreten steel and black cladding in regard to NDP policies on materials. The impact of the construction on the views across Redwell Marsh was also noted.

Decision: No objection but comments to be made on use of materials

6.1.3. - **22/00114/F** - Extensions and alterations to dwelling Flaxley House, Broadwater Road PE36 6LQ. Expiry date: 1 March

Parish Council noted that no information had been provided on flood resilience. Although size of the proposals appeared to conform with policy, it was felt that the nature of the construction would impact negatively on views from the Coastal footpath and the substantial glazed areas would have an adverse impact on the AONB, particularly with regard to the negative impacts on Dark Night Skies and associated impacts on wildlife at this particularly sensitive location. .

Decision: Object – voting 5:2

6.2. Applications for comment

6.2.1. **21/01902/CU** - Change of use of land to permissive footpath and equine path at Land S of 60 And SE of 71 Beach Road – Expiry date: 18 February 2022

Parish Council had been invited to comment on an Ecology Report as part of an extended consultation process. It was felt that the Report has a number of fundamental shortcomings related to: lack of information about the scheme; lack of clarity on extent of the site; reliability of species data; habitats inaccurately described or omitted; no assessment of expected visitor numbers and their impact; no assessment of value to the village.

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Decision: Object – unanimous**6.3. Comments made on applications**

None

6.4. Decisions reported

None

6.5. Appeals and Enforcement

6.5.1. The Clerk updated the Parish Council on a number of issues that were being investigated by the Borough Council's Planning Enforcement team – Poplars (clearing the site as instructed following Planning Hearing), Peddars Way (potential breach of planning legislation), Beach Road (advertising of campsite for bookings) and activity adjacent to Newholme camping site. Enforcement are responding promptly and making site visits.

7. Holleys Trust

The Parish Council has been informed that one of the Trustees intends to stand down from their position at the end of May this year. Councillor Devereux thanked Jan Foster for her dedication and years of service to the Trust. She will also liaise with the Trust in drafting a VIN to go out advertising the vacancy with the new appointment to be made at the Annual Parish Council meeting in May.

Councillor Devereux to liaise with Trust on drafting an advertisement to publish on the VIN

8. Village Matters**8.1. Park Piece**

Councillor Devereux provided an update on the treatment of crassula and how part of the major donation had been spent on new tree planting. A draft Terms of Reference has been produced for a Working Party to review and update plans for the development and management of Park Piece that had been adopted by a previous Parish Council, look at the future management of Park Piece, review and update information posted on the Fields in Trust website and consider hands-on community involvement.

It was proposed that the Working Party should include three or four councillors (Councillors Crown (Chair), Burton, Amies and Cole) plus two or three parishioners and should meet to review and revise the draft Terms of Reference and make recommendations to the Parish Council.

Agreed unanimously.

8.2. Highways (including 1 February meeting)

Councillor Devereux provided a summary of traffic issues for 2020/2021 in regard to speed reduction and parking control and work done by the Parish Council to date. NCC assessments, approval and Traffic Orders (up to £12k per TO) are required for proposed new measures and can take as long as 18 months to implement. Holme continues to be impacted by increases in visitor numbers and the staycation boom. The introduction of seasonal coning of Beach Road and NWT's advance booking system have so far provided a degree of control but long term plans require consultation with the community.

A meeting with Highways on 1 February explored a range of options – permanent parking controls, 20mph speed limits, convex mirrors, one-way systems, better visibility at junctions, more trods and

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better highways drainage. Cllr Devereux was expecting feedback on a number of these issues but current workloads in Highways meant that there could be delays with some responses.

Councillor Amies raised an issue regarding noise disturbance adjacent to the toilet block / entrance to Broadwater Road associated with events using the Peddars Way

Agreed – that feasibility of options needs to be established before consulting community on proposals

Parish Clerk to contact organisers of events to establish what steps are taken to inform participants and supporters about the need to respect neighbours amenity on early starts

8.3. Boards and Bikes project - update

Cycle racks have been identified by the Clerk and a first draft of the information boards have been produced and circulated by Councillor Devereux. These contain QR Codes linked to detailed walking routes and points of interest. In accordance with the contract requirements feedback is being sought from NWT, NOA and NCP as well as Parish Council. Estimates for cycle racks and boards have been sought. Next steps involve a review of the feedback received, and a meeting to discuss costs with the co-funders (NCP). The aim is to have the project completed for the Easter holidays.

9. Monthly Report from RFO

9.1. Report

Monthly internal financial check for December carried out by Councillor Crown 13 January 2022.

9.2. Budget preparation 2022/2023

Circulated to councillors in advance of meeting to take account of comments received at last month's meeting and via email. Two issues outstanding to resolve (i) consider adjusting coin meters in the Village Hall in response to increases in electricity costs (ii) Parish Council to consider covering the full cost of a trod in Chalk Pit Road if CIL bid unsuccessful.

Agreed – Councillor Burton to investigate options for adjusting electric meters in Village Hall

Agreed – Provisional sum of £5k added to Capital Expenditure for trod in Chalk Pit Road (subject to NCC survey and outcome of CIL bid)

Agreed – Draft Budget for 2022/2023 adopted for next year

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9.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
G.W. Crown	Hedge cutting -Park Piece	£120	Cheque 101545
Norfolk Citizen Advice	Donation	£200	Bank Transfer Paid 31/1/22
British Gas	VH electricity	£162.94	Direct Debit
Paris Print	Poster print	£27.60	Bank Transfer
Payroll	Clerk's salary	£528.87	Bank Transfer
HMRC	PAYE on Clerk's salary	£132.40	Bank Transfer
BT plc	Telephone and Broadband (January)	£9.48	Direct Debit

Agreed unanimously

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Request from St Mary's Church (see Item 5)** – a sum of £1600 was **unanimously agreed**.
Clerk to process payment to Holme PCC
- **Landscape Review** – government are consulting on their response to the Glover Report with a deadline of 9 April 2022.

Councillor Devereux to respond on behalf of Parish Council

- **Golf Club Car Park** – Parish Council has now received a response from the Golf Club to its own response to their initial proposals. Main points – Golf Club intend to install automatic ticket machines, provide two free permits for each household and appropriate signage and make alterations to the footpath in the northeast corner.
- **Public toilets** – lights have been adjusted following representation from the Parish Council and local residents. Councillor Amies acknowledged this, but felt that light pollution still exceeded Dark Skies policies.
Clerk to contact Borough Council for rationale for lighting and options for sensors
- **Sewage spills** – Cllr Devereux has received a detailed account from a local resident about a series of incidents in Marsh Lane relating to sewage spills and call-out vehicles often performing out of hours pumping operations which have negatively impacted on neighbours.
Clerk to write to Anglia Water and the Environment Agency and send a copy to James Wild MP
- **Village pond** – Clerk had received an enquiry from a parishioner on what the Parish Council's position was on the condition of the Village Pond (junction of Beach Road and Westgate). Dual ownership between NCC and a private landowner presents a challenge but the Parish Council confirmed that its current priority is for Park Piece.
- **Platinum Jubilee Grants** – Parish Council have received details about grants of up to £200 being
- **Code of Conduct meeting** – now scheduled for 22 February at 7pm

11. Date of next meeting of the Parish Council Tuesday 8 March 2022

Signed Chair *LS Devereux*

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