

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

**Minutes of a meeting of the Parish Council held in the Village Hall,  
Kirkgate, on Tuesday 8<sup>th</sup> January 2019 at 7pm.**

**Present:** Lynn Devereux (Chair)      Gillian Morley      Margaret Easton      Martin Crown  
                 Geoff Needham                      Robbie Burton                      Kevin Felgate

**In Attendance:** Mike Longley (Parish Clerk and Responsible Financial Officer) and four members of the public.

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

There were none.

**2. Declarations of Interest**

There were none.

**3. Minutes of the Parish Council Meeting held on Tuesday 11<sup>th</sup> December 2018**

**3.1 Approval**

The Minutes had been pre-circulated and there were no further amendments required. It was **RESOLVED** (unanimously) that the Minutes of the Meeting held on 11<sup>th</sup> December 2018 be confirmed as a true record and be signed by the Chair.

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

6.2.2 The Chair confirmed she had written to the Arboricultural Officer and pointed out that the PC would like to be consulted on applications relating to Protected Trees in the village. To date we have not received a reply.

8.3 The Clerk confirmed that he had received information that the redundant BT payphone on Main Road had been adopted by the Community Heartbeat Trust for the purposes of installing a defibrillator and they would be in touch with him in due course.

10.2.1 The Clerk confirmed he was waiting for a response from Cllr Jamieson's PA on whether one or two dog bins were required at Drove Orchards.

4.2 The Chair referred to the workshop proposed by the "Sounding Coastal Change" project on a topic of our choice. They had decided against it on the basis that our NDP is too far advanced but had suggested an interview with the NDP Team as an alternative.

10.1 The Chair referred to the signs at Park Piece and confirmed that the sign by the main gate has reappeared.

**4. Reports**

**4.1 County Councillor and District Councillor reports**

Apologies have been received from Cllr Jamieson who has a diary clash and there is no District Councillor report.

**4.2 Neighbourhood Development Plan update**

The Chair reported that they had attended a site meeting with the EA which had been organised by the NOA as they are very concerned about the rate of erosion at the eastern end of the beach resulting in the "Dragons Teeth" being covered. However, the EA see the dunes as behaving naturally and the "Dragons Teeth" is viewed as a not very successful

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

Date... 12/02/2019...

experiment. Their main concern is Thornham Bank. In view of the speed of erosion EA felt it would be worthwhile applying for funding to carry out a local study -possible sources; include Natural England and the EA RFCC Levies Fund (to which district councils contribute). Sophie Barker of NOA will look into this. If this does happen it will become a community initiative rather than being led by the EA.

## 5. Public participation

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

5.1 A member of the public referred to the publication of the minutes of the meetings on the Village Website saying that minutes for the meetings in October and November were not present when he looked at it a week ago. The Clerk confirmed that the minutes are now up to date including November 2018.

## 6. Planning matters

### 6.1 Applications received subsequent to this agenda

There were none.

### 6.2 Applications for comment

6.2.1 **18/02262/F: 12 Barnwell Cottages, Aslack Way, PE36 6LP. Proposed first floor and ground floor extensions.** The plans and comments made by a neighbour were viewed on the big screen. It was noted that the neighbour did not object to the application, but had concerns regarding capacity of the sewage system and parking of contractors' vehicles. A councillor said that he was familiar with the drainage arrangements that were implemented when the original barn conversions took place and he was confident that they would be adequate. It was agreed that the PC had no objections to this application but in the interests of minimising neighbour disturbance, the Chair noted it would be helpful to request reasonable conditions on contractors parking and working hours.

### 6.3 Decisions Reported

6.3.1 **18/01941/F: Hope Cottage, Busseys Lane, PE36 6NU. Erection of a single storey side extension and a new dormer window within the southern elevation of the existing home.** Application refused 12<sup>th</sup> December 2018.

6.3.2 **18/00223/F: Vine Cottage, 49 Main Road, PE36 6LA. Construction of detached triple garage and orangery extension to dwelling (amended scheme).** Application permitted 21<sup>st</sup> December 2018.

## 7. Village Matters

### 7.1 Village floor update

Cllr Burton confirmed that the laying of the new floor is progressing well and the contractor expects to be finished by the end of the week. Queries were raised regarding protection of the surface of the new floor for lettings of the hall such as the flower lady and the runners. Cllr Burton confirmed that he personally informs all parties hiring the hall that they need to cover the floor with polythene to protect it from staining as it is a condition of the hire agreement.

## 8. Training and Professional Activities

### 8.1 NALC Training Course" Elections 2019"

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Date... *12/02/2019*...

The Clerk explained the need for him to attend a training course on the procedures for the upcoming elections, in the light of his lack of knowledge on this subject. The course is being given by Norfolk ALC at Wereham Village Hall on 29<sup>th</sup> January 2019 at a cost of £30 plus vat. It was **RESOLVED** the Clerk should attend the course.

## 9. Monthly Report from RFO

### 9.1 Discounted General Legal Advice Offer by Ward Gethin Archer for 2019/20

Details have been circulated to Cllrs and the RFO summarised the offer of five hours of general legal advice during the 2019/20 Financial Year at a cost of £400 plus vat, paid in advance. This offers a substantial discount on the normal hourly charging rate and there is a system in place that ensures a speedy initial response to an enquiry. It was queried whether we could rollover any unused hours to the next financial year. The RFO said he would enquire into this. It was proposed by Cllr Needham and seconded by Cllr Morley that the PC should take up this offer. It was **RESOLVED** that the RFO makes contact with Ward Gethin Archer accordingly.

### 9.2 Precept Requirement for 2019/2020

The RFO is currently working on the Budget for 2019/2020 but there is no doubt that there will be a £Nil precept requirement for the next Financial Year due to the normal budget surplus achieved each year. A Precept Requirement form has to be submitted before 31 January 2019 to confirm this. It was **RESOLVED** that the Clerk should submit the form showing a £Nil precept requirement.

### 9.3 Payments for authorisation

PAYEE	REASON	AMOUNT	CHEQUE NO.
BT Group PLC	525819 Nov/Dec	£ 43.13	Direct Debit
BT Group PLC	Emergency tel. 01/12 to 28/02	£45.46	Direct Debit
M Longley	Clerk's Salary December 2018	£737.94	101401

The Clerk highlighted the additional ten hours he had been paid for his time incurred in designing an excel cash book and linked accounts format. He thanked the Cllrs for this additional payment.

It was **RESOLVED** (unanimously) that the above payments be made.

## 10. Correspondence:

### 10.1 Any correspondence not otherwise on the agenda

The Chair referred to the community meeting organised by the Norfolk Coast Partnership, being held in Thornham on 25<sup>th</sup> January 2019 on the revived Hunstory Project and reminded people present that they had been asked to confirm their attendance in advance.

## 11. Date of the next meeting of the Parish Council

The next meeting will take place on Tuesday 12<sup>th</sup> February 2019.

## 12. A **RESOLUTION** was passed unanimously to exclude the Press and public for the

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Date... *12/02/2019*...

remaining agenda items under the Public Bodies and Administration of Meetings Act 1960 due to the nature of the business being discussed.

The Meeting closed at 7.30 pm.

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

Date... *12/02/2019*...