

# HOLME-NEXT-THE-SEA PARISH COUNCIL

## Draft Minutes of a Meeting of the Parish Council in the Village Hall, Kirkgate, on Tuesday 19th July 2016 at 7 pm

Present: Kevin Felgate (Vice Chairman) Gillian Morley  
Lynn Devereux Robert Burton  
Margaret Easton Geoff Needham  
In Attendance: Christina Jones (Clerk)

There were 13 members of the public present. Councillor Felgate welcomed everyone and thanked them for their attendance.

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

There were no apologies for absence.

**2. Declarations of Interest.**

Councillor Lynn Devereux declared a non-pecuniary interest in Item 7(c)(ii) relating to 42 Main Road.

**3. Confirmation of Minutes.**

It was **RESOLVED** (unanimously) that the Minutes of the Meeting held on 14th June be confirmed as a true record and signed by the Chairman after the deletion of the last sentence of Item 13(d).

**4. Matters arising - for information only.**

Thanks from the Milestone Society for the contribution towards the reinstatement of the milestone on Thornham Road had been received. Other donations had been made by local businesses and Norfolk County Council and help provided by a local farmer as well as children being involved in the installation.

**5. Information Items**

**(a) Borough Council of King's Lynn and West Norfolk (BCKLWN).**

The Clerk reported that there was nothing affecting Holme-next-the-Sea on the June Agenda and Minutes.

**(b) Norfolk Association of Local Councils (NALC) - 21.06.16 Newsletter and 28.07.16. Seminar.**

These papers had been circulated as well as the NALC Newsletter dated 01.07.16.

**(c) BCKLWN Devolution Briefing - 12.07.16.**

No-one had attended this briefing but the information handout had been circulated. A further briefing notice had been circulated for 23.08.16.

**(d) Norfolk County Council (NCC) - Devolution consultation (ends 23.08.16.)**

Papers had been circulated and a consultation paper collected by the Clerk from Hunstanton Library which was available for Councillors.

**(e) West Norfolk Clinical Commissioning Group AGM - 21.07.16.**

Papers had been circulated.

**(f) Norfolk Safeguarding Adults Board - Awareness Week 12-16.09.16.**

Papers had been circulated.

**6. Public Participation**

It was **RESOLVED** (unanimously) that the meeting be adjourned for 15 minutes for public participation.

**(a) Public Participation.**

The public participation element was delayed until after the presentation by Mr. Malcolm Starr and Mr. Peter Humphrey regarding new planning proposals within the 15 minute adjournment.

**(b) Borough Councillor Report.**

There was no Borough Councillor Report.

**(c) Mr. Malcolm Starr and Mr. Peter Humphrey regarding Planning Proposals.**

Mr. Humphrey, the Architect, introduced himself as the Planning Agent and the owner of a holiday home in the village. The original application for development on land at the rear of properties on Eastgate is still with BCKLWN and a decision needs to be made as to future progress. A suggestion was now being made that the developer, as part of a new Application, would provide two affordable houses to be retained by the Parish Council. These houses would not be on land owned by the developer but on land owned by the Parish Council and would be for the benefit of villagers. The new Application will possibly be for between one and four houses and it had been hoped that there would be feedback from the Parish Council before submission.

Councillor Felgate stated that a Neighbourhood Development Plan (NDP) process was underway in the village and information gained from the recent questionnaire needed to be considered when it was available. Councillor Devereux confirmed that the idea of the NDP was development based on the views of parishioners. It was also confirmed that BCKLWN's five year land supply had now been confirmed which meant the current Site Allocations and Development Management Policy (SADMP) was active wherein Holme-next-the-Sea is designated as a 'Small Village or Hamlet' in which only infill (gaps between houses) development is deemed appropriate. The fact that the land in question is part of the Conservation Area is also significant.

Mr. Humphrey queried whether the Parish needs affordable housing but the Parish wants to wait for the NDP results and also felt it can be difficult to target new developments to put affordable housing in place. The Government is now proposing new models favouring self build.

Public Participation was then re-opened when the following points were made by a variety of parishioners:

- If the change of use from agricultural land to building land is agreed it will open the floodgates and the Parish Council was requested not to support the proposed Application.
- The proposal by Mr. Starr and his architect is not the only way to get affordable housing.
- The two additional houses on Parish Council land sounds like a bribe for agreement to the Planning Permission.
- There is no infrastructure or facilities in Holme-next-the-Sea and it is not suitable for young families.
- If the Parish Council owned some affordable housing it need not necessarily be for young people and would be retained by the Parish Council in perpetuity.
- Some second home owners have been in the village a long time, are committed to the village and value the green spaces.
- Misgivings were expressed about the number, and therefore size, of the proposed properties.

Councillor Felgate stated that the Parish Council needed to wait for indications from the NDP questionnaire as to villagers views and would not pass comments on the proposals now.

Mr. Humphrey and Mr. Starr left the meeting and Councillor Felgate thanked them for their attendance

## 7. **Planning Applications.**

### (a) **Any Planning Applications received subsequent to this Agenda.**

The Clerk reported no Planning Applications had been received since the Agenda was published but notification had been received that Application **16/00312/F** for the erection of three terraced two storey dwellings at The Poplars 42 Main Road Holme-next-the-Sea PE36 6LA had been withdrawn.

### (b) **Planning Applications submitted.**

(i) **16/00323/F** Amended details in respect of application for Replacement dwelling at Sandy Ridge, Broadwater Road, Holme-next-the-Sea PE36 6LQ.

Objections to this Application had been agreed prior to the meeting in order for submission to be before the final response date. The size of replacement dwellings is one of the biggest issues of planning within the village.

(ii) **15/02038/F** Amended details in respect of application for Erection of replacement dwelling with detached garage and annex accommodation over at The Poplars, 42 Main Road, Holme-next-the-Sea PE36 6LA.

Draft comments had been circulated. The revised design did not address the contentious issues of massive size, being out of keeping with other properties and being in breach of policies now active following the acceptance of BCKLWN five year housing supply. It also raises further concerns as the proposed property now extends into agricultural land which will create a precedent for the change of use. It was **RESOLVED** (unanimously) that the suggested objections be submitted.

(iii) **16/01148/F** Extension to dwelling and alterations to ground floor. Demolition of detached garage and replacement with detached garage / studio at The Pepperpot, Broadwater Road, Holme-next-the-Sea PE36 6LQ.

The drawings had been difficult to read but this was a modest replacement with two bedrooms and was a single storey. There was new vehicle access and parking at the front as well as at the back and an artist's studio included. It was **RESOLVED** (unanimously) that no objection in principle be raised but comments made as to night time lighting as there was a lot of glass, the additional front parking being excessive for the size of the property, the need for a Licence to move natterjack toads and that the studio should not be converted into accommodation at a later date.

(iv) **16/01201/LB** Listed Building Application: Colour wash change from white to blue and replacement advertisements at 40 Kirkgate, Holme-next-the-Sea PE36 6LH.

It was reported feelings in the village about the colour change were mixed and it was **RESOLVED** (unanimously) that no objections be raised.

### (c) **Other Planning Matters.**

(i) **15/00933/CU** Withdrawal of Application: Change of use from agricultural to retail, siting of free-standing unit with removable deck at Drove Orchards, Thornham Road, Holme-next-the-Sea. This item was for information only.

(ii) **15/01879/F** Decision by Planning Committee following 'calling in' of Drove Orchards, Thornham Road Retail Unit Application.

This Application had been permitted by decision of the Planning Committee.

(iii) **Drove Orchards** - Proposed meeting.

The Clerk reported it had not proved possible to arrange a meeting at Drove to include BCKLWN and queried whether arrangements should be made for a meeting with the owners. There are still issues concerning trading without planning consent, neon lighting, access and the non-availability of a long term plan. It was **RESOLVED** (unanimous but for one abstention) to hold this matter in abeyance at present but that a meeting may be required in the future.

(iv) **16/00871/F** Application permitted for relocation of tennis court and change from grass to hard surface at Holmbush, Drove Orchards, Thornham Road, Holme-next-the-Sea PE36 6LS.

This item was for information only.

(v) **16/00196/F** Appeal dismissed on Hope Cottage, Busseys Lane, Holme-next-the-Sea PE36 6NU.

The result was welcomed and the Appeal Decision by The Planning Inspectorate had been circulated.

- (vi) **16/00767/F** Demolition of lean to stable and erection of new timber stable block on land on the West side of Beach Road, Holme-next-the-Sea.  
Councillors Devereux and Morley had looked at this Application again in view of the concerns raised by Highways. A response of 'No objections' had been submitted but either the statement about use in the past had been missed or was not on the website when it was being considered. A neighbour had complained about the website not being reliable. The land the subject of the Application is apparently being used for overnight stays of a day or more and tents are being erected. A new response raising concerns had been circulated for consideration and it was agreed that although there are no objections to the new stable block, the campsite issues are of considerable concern. It was **RESOLVED** (unanimously) that the new response be submitted although the response date had passed.
- (vii) **16/00226/BOC** Non-compliance issues at 32-34 Main Road, Holme-next-the-Sea PE36 6LA. BCKLWN Planning Department are in the process of signing off two issues of non-compliance relating to tiles and the wall. The safety splays on the wall are only enforceable when the property is occupied which could create problems for any purchaser. It was agreed that if conditions were applied to a Planning Permission they needed to be enforced and the process of agreeing any matters of non-compliance after the event was not acceptable. Concerns had been raised with Borough Councillor Carol Bower but no reply had yet been received.

**8. Casual Vacancy.**

The Clerk reported there had been two applications and the closing date was 31st July. Information would be provided at the September meeting for a decision to be made.

**9. Clerk Vacancy.**

The Clerk reported there had been one application and another expression of interest. The advert had been on the NALC website and on the three notice boards. It would be included in the August issue of LINK and Hunstanton Town and Around. The closing date was 31st August and information would be provided at the September meeting for interview arrangements to be discussed.

**10. Neighbourhood Development Plan.**

Councillor Devereux reported on a recent team meeting:

- A huge amount of work has been done and the evidence based data collection is continuing.
- The response from the Questionnaires was very good and the data entry company had done an excellent job of processing, coding and validation with all information being populated on one form.
- The responses now have to be compared with census data to analyse and produce tables and charts.
- There were a large number of text responses which needs to be analysed and it was understood the economist from the Royal Society for the Protection of Birds (RSPB) has a system for presenting this kind of data very well and this is being investigated.
- There appears to be considerable concern about the village and its future and an information event will need to be arranged for the autumn.
- Once all the data has been collated the opinions expressed will add credence to any comments from the Parish Council relating to Planning Applications.
- The current task being undertaken by two architects from the village is the review of the built environment where they are carrying out a visual survey of all properties. This information will be used to develop the design criteria for development control for example, there have been a number of comments on the importance of the view of the church which may possibly be incorporated into a policy in the future.
- There should have been input from BCKLWN but this is yet to take place. Arrangements with the Housing Manager to assess need never materialised.
- Footpath information will need to be incorporated.

The Clerk reported that due diligence needed to be completed for the funding that had been granted and it was not yet clear how the funds would be transferred to the Parish Council.

Everyone considered the progress so far was excellent and Councillor Devereux was congratulated on all her work.

**11. National Coast Path.**

The Clerk reported that this item had been included following the information given by Mr. Coker from Hunstanton Golf Club at the last meeting but that no official information had been received.

**12. Village Hall.**

After discussion it was **RESOLVED** (unanimously) that the Village Hall insurance be renewed with Allied Westminster on a three year agreement. Councillor Burton will obtain the date of the last fixed electrics inspection. The Parish Council is no longer a member of the Norfolk Association of Village Halls.

**13. Park Piece.**

A suggestion had been put forward for the installation of two picnic tables with benches on Park Piece. The location could be agreed later but the top end was favoured. The problem of litter was discussed but it was generally felt that people took their litter home. It was **RESOLVED** (unanimously but for one abstention) that two picnic benches be purchased. The Clerk was requested to provide information at the next meeting as to cost.

**14. Village Matters.**

**(a) Village Information Network (VIN).**

There was nothing to report.

**(b) Highways:**

**(i) Flooding in Peddars Way and Kirkgate.**

It was reported that three properties had suffered from flooding following the recent torrential rain. Councillor Felgate had spoken to Bernie Crown, the farmer using the fields at the top of Peddars Way and he had confirmed that the current crop did not require furrows which may result in water collecting and being funnelled into the road. He had said the ground was waterlogged so any additional rainfall runs off and there is a large area of road from which the rainfall will run down Peddars Way. The culvert by his fields was overflowing.

This, and other information provided by parishioners, had been passed by the Clerk to Highways who had promised a number of actions that would be taken including investigation of the drainage under the A149 at the junction with Peddars Way. Arrangements had been made for claim forms to be sent to the three households that had suffered flooding.

It was **RESOLVED** (unanimously) that although this was an on-going problem, as much as possible had been done for the time being but that pressure needs to be brought on Highways over the coming months to ensure a satisfactory resolution.

**(ii) Advertising Signs.**

The Clerk had spoken to Sally Bettinson from Highways regarding the advertising boards obstructing visibility on Main Road. The ownership of the portion of land on which the notices were placed was being investigated and the result would be reported as soon as possible.

**(iii) Thornham Road Hedges.**

Highways had confirmed to the Clerk that although these hedges had been trimmed in the past as a goodwill gesture, that was no longer possible under the current budget restraints. The villager making the request had been informed.

**(iv) Beach Road Hedge.**

A parishioner had complained about the height of the hedge alongside the parking spaces at the bottom of Beach Road on the opposite side to the willows. He had contacted Hunstanton Golf Club who had thought it was a Council responsibility. It was agreed the hedge was not the responsibility of the Parish Council and the Clerk was requested to contact Highways for further information.

**15. Parish Partnership Scheme 2016/17.**

The Clerk had met with Sally Bettinson from Highways to discuss the positioning of the new Bus Shelter. It was agreed this should be back from the current tarmaced area, out of the line of the 30 mph speed sign and away from a large eucalyptus boundary tree. A Street Furniture Licence needs to be obtained but a Planning Application is not required.

Three estimates to carry out the work had been received and the Clerk requested to ascertain whether the quotation from JDS Construction included the concrete base.

**16. Finance:**

**(a) First Quarter Accounts and Budget Monitoring 2016/17.**

These Accounts had been circulated and no queries were raised. The management of the NDP Grant funding was queried and the Clerk stated a report would be available at the next meeting when it became clear how the funds were to be transferred to the Parish Council. It was not known whether funds would be made available into an existing account or managed in some other way.

**(b) Approval of proposed payments:**

It was **RESOLVED** (unanimously) that the following Direct Debits and payments be made:

BT	DD 28.06.16.	Emergency Telephone 01.06.16. - 31.08.16.	£ 45.46.
E-on	DD 11.07.16.	Street Lighting 01.04.16-30.06.16.	50.45.
HMRC		Clerk's July PAYE	£70.40.(Cheque No:101290)
Mrs. C.M. Jones		Clerk's June salary & re-imburements.	359.59.(Cheque No:101291[part])
Mrs. C.M. Jones		Clerk's July salary & re-imburements.	309.83.(Cheque No:101291[part])
Malcolm Pitt		Postage refund Account books (Audit)	11.00.(Cheque No:101292)
Shaw & Sons Ltd		Receipts & Payments Cash Book	76.74.(Cheque No:101293)
Viking		Four drawer filing cabinet & suspension files.	230.39.(Cheque No:101294)
Allied Westminster		Village Hall Insurance Premium due 02.09.16.	748.83.(Cheque No:101295)
E-on		Electricity at 27 Beach Road between tenants.	22.87.(Cheque No:101296)
Jamie Bridges		Grass cutting June 2016.	255.00.(Cheque No:101297)
		(Lawnright Garden Maintenance)	
Lynn Devereux		NDP Maps required for Environmental Survey.	25.00.(Cheque No:101298)

**17. Correspondence circulated.**

The Clerks & Councils Direct Magazine for July 2016 Issue 106 was circulated.

**18. Date of next Parish Meeting.**

The next meeting will be held on Tuesday 6th September at 7 pm in the Village Hall.

Councillor Felgate thanked everyone for their attendance.

The meeting closed at 8.35 pm.

Signed.....Kevin Felgate..... Chairman

Dated.....6/9/17 ..... Page 436