

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 13th
July 2021 at 7pm**

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

In Attendance: Councillor Bob Lawton (Brancaster Ward), Dave Watkins (Parish Clerk) and 6 members of the public

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

2. Declarations of Interest: To declare any personal or prejudicial interests
Councillor Amies declared an interest as a near neighbour in item 7.3.1
Councillor Devereux declared an interest as a near neighbour in item 7.6.1

3. Minutes of the Parish Council Meeting held on Tuesday 8 June 2021

3.1. Approval

These had been pre-circulated.

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 8 June 2021 be confirmed as a true record and be signed by the Chair.

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

(3.2) Community Infrastructure Levy (CIL) bid – Clerk reported that no decision had yet been received from the Borough Council. Decision was due in May but having contacted the Council was advised that this will now be July.

(3.2) Fibre To The Premises (FTTP) scheme – Clerk reported that permission to give names and addresses of interested parties to BT Openreach, in pursuit of obtaining a quote, was underway.

(6.2.1) **20/02070/F** - The Tower, Broadwater Road, PE36 6LQ – Councillor Devereux had been in contact with Councillor Lawton but it had not been possible to call this Application in.

(6.3.2) **21/00049/TPO** – Clerk confirmed he had written to the Borough Council's Tree Officer to extend the Parish Council's thanks.

(7.1) Wash and North Norfolk Marine Partnership - PROWAD Limit of Acceptable Change study – 3 sites have already been selected.

(9.1) **Overhanging hedge (south of Park Piece / western side of Peddars Way** – Clerk had contacted parishioner who had reported the issue to relay the owner's response. Noted in Clerk's calendar to check again in September.

Signed Chair

LS Devereux.

Date 7/9/21

4. Reports: To receive the following:

4.1. County Councillor and District Councillor reports

Councillor Lawton updated the meeting on the QEH campaign following a recent march and mentioned that a petition was available to sign to request the issue is debated in Parliament.

4.2. *Meet the High Sherriff of Norfolk – webinar – 10 June (Councillor Amies)*

Councillor Amies reported that the session had outlined the work of the Sherriff's office detailing their responsibilities for the operation of courts within the County. Emphasis for the forthcoming year was to concentrate on activities to prevent children and young people from entering the criminal justice system negatively.

4.3. Local Plan Review – 10 June (Councillor Devereux)

Councillor Devereux had represented the Parish Council at one of the sessions organised by the Borough Council. The new Plan replaces the existing two-part plan and will have an end date of 2036 as consistent with the Neighbourhood Development Plan (NDP).

Strategic growth is to be focused on Kings Lynn (W. Winch, S. Wootton), Hunstanton, Downham Market and the A10 / Rail Corridor. There will be some small allocations / deallocations to the existing 5 year housing land supply which already meets government requirements.

New policies covering climate change and coastal areas, the natural environment and the AONB were included but more detail is expected when the 8-week consultation period starts on the 2 August. It was noted that elements of the NDP have been reflected in the Local Plan.

4.4. *Internal Controls – 1 July (Councillor Crown)*

This training was organised by the Norfolk Association of Local Councils (NALC) to look at what should be good practice in terms of ensuring effective systems are in place to manage the Council's finances and assets. Councillor Crown reported that as the Parish Council already follows these procedures, attendance was a positive confirmation.

5. Co-option procedure

Co-option procedure, documentation and poster were pre-circulated to councillors

Following the resignation of a Councillor, and there being no request for an election, the Parish Council approved the process for the co-option of a new councillor. Candidates will be required to apply in writing and provide reasons for wishing to be a councillor, detail any previous community / Council work they have undertaken, and any other skills that will be appropriate to the Council. A Person Specification will be provided detailing what skills, knowledge, experience and abilities are being sought. The vacancy will be published on Parish Council noticeboards, the Village Information Network.

Agreed unanimously to adopt and proceed with advertising the vacancy

6. Public participation: Resolution *To adjourn the meeting up to 15 minutes for Public Participation*

The Parish Council and Borough Council were thanked for their work on preventing a pop-up campsite in Beach Road

Signed Chair

LS Devereux.

Date 7/9/21

A question was raised regarding the introduction of a 20mph speed limit within the village. Councillors Devereux and Crown gave the recent history of Parish Council interaction with County Highways and the issues that were raised concluding that more consultation was required with parishioners before moving forward.

A suggestion was made to install a convex mirror at the junction of Eastgate and the A149 to improve visibility for drivers exiting Eastgate.

Clerk to contact NCC Highways for advice

The above two items and other issues which are outstanding within the village concerning Highways prompted a member of the public to request a Senior Manager from that department attend a future Parish Council meeting. Concern was also expressed at the lack of engagement by the Environment Agency over a number of ongoing reports – bund on golf course and water level of the Hun.

Concern was expressed about dog waste and how bins were not being used effectively. A suggestion for better signage of bins was made – specifically with regards to bins that accept dog waste and litter.

Clerk to investigate signage options

An enquiry was made about whether litter-picks operate. Member of the public has a contact for the person who organises the litter pick for Old Hunstanton beach and will make enquiries regarding what could be organised for Holme.

The Parish Council was asked about its involvement with the Queen's Green Canopy initiative created to mark Her Majesty's Platinum Jubilee in 2022. The Clerk believed this to be tied in with NCC's *1 Million Trees in Norfolk* initiative which was launched last year but funds not yet made available. Suggestions for locations were discussed including Green Bank and Park Piece.

Clerk to ask NCC trees team for an update

7. Planning matters

7.1. Applications received subsequent to this agenda

7.1.1. - **20/00737/F** - New dwelling following change of use of builders yard at Builders Yard, Thornham Road – Expiry 28 July

The Parish Council acknowledged the changes made to the design and fenestration of the previous submissions. The Parish Council has consistently objected to the proposals on grounds of size. It is acknowledged that compared to the original submission the ridge height has been reduced and the GIFA has been reduced.. This however still leaves an extremely large dwelling which was still thought to be too large for the Principal Homes market. Previous comments regarding contamination and drainage issues stand. The Parish Council expressed concern that if the Borough Council is minded to approve this application it should clearly be treated as an exception and should not establish a precedent for building beyond the Development Boundary or encroach on to the adjoining land to the west which is understood to have been acquired by the developer.

Application not supported

7.1.2. - **21/01352/F** - Variation of condition 2 and 3 of planning permission 17/00465/F to change to drawings and materials at Vine Cottage 49 Main Road, PE36 6LA - Expiry 30 July

The Parish Council considered that the proposed variations, notably the substitution of traditional building materials would have a negative impact on the character and appearance of the adjacent non-designated heritage assets, the Conservation Area and the wider street scene.

Application not supported

7.2. Applications for comment

7.2.1. - **21/01015/F** - Variation of condition 2 of planning permission 20/00032/F Ivy Cottage, 21 Eastgate, PE36 6LL – Expiry date: 14 July

The Parish Council noted the proposed changes to the porch to be similar to the previous application with regard to the relationship / impact on the building. Also noted that the Officer has disallowed the proposed changes to the outbuilding as part of this application and the Parish Council wanted to understand more about the reasons for these.

Application supported

7.2.2. - **21/01052/F** - Proposed Garage extension and alterations. 14 Westgate, PE36 6LF – Expiry date: 16 July

The Parish Council was in broad agreement with the Conservation Team's comments regarding the impact of the proposed changes. Noted from the historic record on the planning portal that the cottage is not in its original form and had already been modified c 20 years ago but the associated drawings are not available to view.

Application neither supported nor objected to

7.2.3. - **21/00173/F** - Extension on to retail unit (Use Class A1) for restaurant area (Use Class A3), storage and WCs including parking and drainage at Gurneys Fish Box, 1 Drove Orchards, Thornham Road - Expiry date: 23 July

The Parish Council expressed its concern over a number of issues- car parking (applicants assume existing provision sufficient); drainage; lighting; noise disturbance from music. On site parking and movement of vehicles in / out and around the site are of particular concern to the Parish Council with regards to public safety. It was felt the restaurant application would add to this problem. Clarification required on capacity of site to accommodate additional demand.

Application not supported

7.3. Other Applications for information

7.3.1. - **21/01210/F** - Proposed new attached double garage, fenestration alterations/additions and conversion of front curved porch roof into balcony to the first floor level. Beach Side, Broadwater Road, PE36 6LQ

7.3.2. - **21/01236/LDE** - Lawful Development Certificate: Dwelling house and ancillary buildings. 1 Chalk Pit Road, PE36 6LW

7.3.3. - **21/00139/TREECA** - T1 Conifer – 50% Reduction within Conservation Area. Peddars End, 20 Kirkgate, PE36 6LH

7.3.4. - **21/00300/F** - Change of use of land to a 50 pitch campsite with toilet and shower block, reception, general store and shepherds huts. | Land At E569879 N342981 Beach Road – Application withdrawn

7.4. Comments made on applications

None

7.5. Decisions reported

7.5.1. - **21/00049/TPO** - 1 Manor Court Main Road, PE36 6LN- 2/TPO/00051: Install a root barrier due to issues with subsidence TPO Work Approved. *Delegated Decision*

7.5.2. - **21/00644/F** - Church Cottages, 8 Kirkgate, PE36 6LH - Proposed demolition of existing outbuilding , new porch , removal of back door and replace with new window and enlargement of bathroom window. Application Permitted. *Delegated Decision*

7.6. Appeals and Enforcement

7.6.1. - **18/00319/UNAUTH - APP/V2635/C/18/3216570** - Land S of 38 to 42 Main Road – update Planning Inspector’s visit was conducted on 22 June 2021 accompanied by representatives of King’s Lynn & West Norfolk Borough Council, Parish Council, Broadwater Road Residents Association, AR&V, Lanpro, and Howes Percival. Visits were made to the Poplars Site, Chalk Pit Lane and farm track / views, neighbouring properties and Broadwater Road. The Inspector also made unaccompanied visits to the Conservation Area and Protected Sites. Outcome and decision awaited.

7.7. NDP Referendum – 22 July 2021

Polling cards, proxy cards and postal votes had been distributed with physical voting to take place in Village Hall – 7am to 10pm. Although legal restrictions prevented promotion by the Parish Council, an information poster had been placed in the LINK magazine and 25 laminated posters placed on noticeboards, village roads and Broadwater Road, and NWT Visitor Centre. The VIN (Village Information Network) had also provided information in response to requests to Councillors and the NDP Team for more information.

8. Village matters

8.1. Pop-up camping

Norfolk CCIC had been set up to take advantage of a legal provision which allows temporary campsites to be set up normally for 28 days (temporarily extended by the government to 56 days to support staycation boom). Original site advertised in Holme on west of Beach Road (subject to planning application) was switched to a site on the east side (subject of refused equestrian use application). Widespread concern about likely impacts, mainly on Protected Sites, from Parish Council and parishioners. Parish Council had argued case for Borough Council to implement an Article 4 Direction to prevent camping on both sites. Borough Council went to High Court to request an injunction to prevent use and was successful. In force until May 2022.

Concern that CCIC will develop case and produce an HRA in support of “developer expectations”. Suggested that Parish Council could commission its own HRA / Ecology surveys and Borough Council encouraged to pursue other arguments – notably highways and landscape impacts.

Item to be placed on Agenda for Parish Council meeting in September

8.2. Pond on Park Piece

Councillor Burton updated the meeting on developments and suggested that a site meeting be organised via the VIN to gather local views.

8.3. Music on Holme beach

Councillor Amies reported there had been further incidents. Clerk had written to the Le Strange Estate but received had not received a reply.

Clerk to contact Le Strange Estate again

9. Monthly Report from RFO

9.1. Report

Following approval of the Annual Governance and Accountability (AGAR) Return 2020/21 and confirmation of the dates for the Exercise of Public Rights at June's meeting, the Parish Council received an official receipt from PKF Littlejohn on 14 June and an acknowledgement on 6 July that processing has begun.

Monthly internal financial checks (previously quarterly) were reinstated for 2021/2022 and are carried out by Councillor Crown. Good practice and professional advice suggest that these checks should be presented at Parish Council meetings, noted and approved. Completed checks for April, May and June were noted.

9.2. 1st Quarter Accounts

These had been previously circulated to councillors. Points to note:

- Most budget codes are on target
- Slight under-estimate for VAT Return
- Income from electricity meter down but expected to increase after 19 July
Balances built up partly due to pandemic but also due to some expenditure being annual / quarterly and not yet invoiced

9.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
BT plc	Emergency telephone	£45.46	Direct debit 28/6/21
Hoffhaus Design Ltd	Full-page insert to LINK re NDP Referendum	£132.00	Bank Transfer Paid 17/6/21
British Gas	VH electricity	£18.37	Direct Debit Paid 9/7/21
D. Watkins	Land Registry fees	£24.00	Bank Transfer
Payroll	Staff salaries	£475.40	Bank Transfer
HMRC	PAYE on staff salaries	£119.00	Bank Transfer
BT plc	Telephone and broadband	£59.84	Direct Debit
NALC	Training	£48.00	Bank Transfer
Lawnright	Grasscutting (May/June)	£593.50	Bank Transfer
Eon	Street lighting	£89.92	Direct Debit Paid 12/7/21

Agreed unanimously

Signed Chair

LS Devereux

Date 7/9/21

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Request to the Parish Council to support QEH campaign** – Love West Norfolk have launched a petition for a parliamentary debate. Requires 100,000 signatures to trigger a debate.
Parish Council agreed to support campaign
- **River Hun water level** – Clerk had reported level as high to Environment Agency and Norfolk County Council – only response received was from NCC Flood Risk Officer who will investigate responsibilities of adjoining landowners
- **ENDURE Closing Conference and Site Visit (FREE) – 21-22 September 2021** - Day 1 (Norwich) + Day 2 (site visits)
- **Parish Partnership Fund 2022/23** – closing date 10 December 2021 – A path from the bus shelter (northside of A149) to Peddars Way was suggested.
- **CPRE Parish Forum – September 2021** – Councillor Amies to represent the Parish Council

11. Date of next meeting of the Parish Council Tuesday 7 September 2021

Signed Chair

LS Devereux.

Date 7/9/21