

## HOLME-NEXT-THE-SEA PARISH COUNCIL

### Minutes of the Meeting of the Parish Council held online Tuesday 9<sup>th</sup> June 2020 at 7pm

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

**In Attendance:** Dave Watkins (Parish Clerk), Councillor Andrew Jamieson (Norfolk County Council), Councillor Bob Lawton (Brancaster Ward of King's Lynn and West Norfolk Borough Council) and 4 members of the public

#### 1. Apologies for Absence and approval of reasons:

Councillor Kevin Felgate (dispensation given from attending meetings until December 2020).  
Andrew Littler (Norfolk Fire Service)

#### 2. Declarations of Interest

None

#### 3. Minutes of the Parish Council Meeting held on Tuesday 12 May 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 12 May 2020 be confirmed as a true record and be signed by the Chair.

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

(5.2) "Dark Skies Festival" – website checked 9 June with a message saying, "Watch this space."

(5.2) Defibrillator – email sent to East of England Ambulance Service 29 May.

(9) Village Pond – Clerk had enquired of the owner of 53 Beach Road regarding progress with repairing the south wall. Councillor Jamieson offered his help in contacting Anglian Water.

(9) Village Green potholes – Councillor Crown reported that they have been marked up for repair but not yet filled. Pothole on Peddars Way has had a "temporary" fix.

(9) Footpath between Holme and Drove Orchard – parishioner has put Parish Council in touch with Patricia Hewitt, now based in Thornham, who played a key role in securing the Thornham – Drove permissive path.

(11.1) IDB drainage – Clerk has written to thank Jay Melchett (local landowner) for work undertaken facilitating adoption of the drain.

(13.4) Village Hall Management Committee 2019/20 accounts – Clerk confirmed he had collected and audited accounts and found them to all in order, but not presented at this meeting as councillors would not have had time to review.

**Clerk to circulate accounts and report to councillors before July meeting.**

Signed Chair *LS Devereux.*

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(13.5) Payments for authorisation - Information Commissioners Office £40 reduced to £35 due to online banking.

(14.1) Active Norfolk packs – 2 copies had been distributed

(14.1) 30mph signs on Eastgate request. Clerk reported NCC Highways response “...are the roads requested street lit? If they are, they do not legally require 30mph repeater signs and if they have them this makes the speed limit unenforceable.” If installed, Councillor Crown enquired of the costs involved. Further discussion took place regarding the introduction of 20mph zones in the village. Councillor Norman noted that many villages have 20mph zones where there are no footpaths. Noted that traffic in Beach Road can often be fast. Councillor Jamieson shared his experience of a similar proposal for Burnham Market and in other villages. Can be complex and expensive but used some of his allowance and a business contribution. Also informed the meeting of his campaign to limit speeds on the A149 to 40mph. Also, some discussion on footpath access to Drove Orchard.

**Councillor Norman agreed to gather information from neighbouring villages**

#### **4. Dispensation request – Councillor Kevin Felgate**

Clerk had received a request from Councillor Felgate to be given dispensation by the Parish Council to absence himself from Parish Council meetings as pressure of work is making it difficult to attend physical or virtual meetings for the foreseeable future. He wants to avoid any censure that would arise from non-attendance without permission. Clerk referred to Section 85 (1) Local Government Act 1972 which allows the Council to grant this request for up to 6 months.

**Resolved that permission be given to Councillor Felgate for 6 months (December 2020).**

**Proposed: Councillor Devereux**

**Seconded: Councillor Seare**

#### **5. Election of Vice-Chairman**

A nomination was received for Councillor Crown.

**Proposed: Councillor Devereux**

**Seconded: Councillor Burton**

**Councillor Crown was duly elected to the post of Vice-Chair**

#### **6. Fire Safety – Andrew Littler (Norfolk Fire and Rescue Service)**

Unfortunately, Andrew Littler was unable to attend but has said he will re-arrange to attend a future meeting.

#### **7. Coronavirus pandemic**

Councillor Devereux updated Council on latest developments. Since last meeting number of weekly deaths has fallen as have number of new cases. However, UK has worst death rate in the world and is planning to ease lockdown measures despite it having higher R rate than European neighbours. When West Norfolk is compared to a large urban area such as London the number of laboratory tested cases is falling at a slower rate. Some evidence indicates that

Signed Chair *LS Devereux.*

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the R rate for the East of England shows a slight increase since lockdown was eased but acknowledged that sample is small. Conclusion: Caution and social distancing still important.

King's Lynn and West Norfolk's Borough Council response has been to make the local area as safe as possible for residents and visitors through increasing awareness, signage, opening car parks, safe access to / from beaches and provision of external wash basins. Focus has been on Heacham and Hunstanton. In addition to the government's message the Council is asking everyone to *Protect Ourselves, Protect Others*.

In Holme, the nature reserve car parks have remained closed as has the Golf Club owned one in Beach Road. Broadwater Road access is limited to residents only. The Borough maintained toilets and parking bays (10) in Beach Road are open. The Parish Council has no powers to act under coronavirus legislation and no control over car parks. It has been liaising with the NWT, NOA, Hunstanton Golf Club, Police and Fire Service. Signs were erected informing visitors that car parks were closed and temporary notices placed on Park Piece and the Orchard Land about the risk of fire. Councillor Devereux expressed her thanks to Councillor Jamieson and Sally Bettinson (NCC Highways) for their help. Support from the Borough Council similar to that provided at Heacham and Hunstanton has been requested. Thanks were extended to the Parking Enforcement Team.

Monitoring of traffic flow (7 May-2 June in Beach Road recorded nearly 4,500 one-way northbound journeys, equating to 150,000 people per annum based on 2.5 occupancy of vehicles. Acknowledged just 1 month's sample in very special circumstances surrounding Lockdown and easing. Control measures have been shown to be effective but good weather and increasing visitor pressure, outside of coronavirus, present challenges which the NDP is seeking to address.

Nature reserves expect to be closed for some time but the Golf Club is aiming to re-open on 15 June. The Parish Council will continue to liaise with its partners, consider permanent fire signs on land that it owns and provide assistance, where possible, to support safe access to / from the beach.

**Clerk to erect permanent sign**

## **8. Reports**

### **8.1. Borough Councillor Report**

Councillor Lawton has been forwarding regular updates on coronavirus responses from KLWNBC and NCC.

### **8.2. County Councillor Report**

Councillor Jamieson will follow up with Sally Bettinson (NCC Highways) issues raised regarding potholes, Village Pond and Ranger visits. He will also begin the process of looking at 20mph speed limits as raised by Councillor Norman. Councillor Devereux was commended for

Signed Chair 

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providing a comprehensive review of the coronavirus position as it affects Holme. Restoring the local economy must be balanced against protecting people's health. Councillor Jamieson to speak to Stuart Dark in general about coastal support and the Golf Club car park in particular.

Councillor Jamieson receives weekly coronavirus updates which he will forward to Councillor Devereux. Covid-19 cases declining rapidly by x10 per day. Test and Trace – NCC is one of ten local authorities selected as pilots. 75 people who have tested positive are having their contacts traced.

Councillor Devereux asked about tracking and whether any hotspots had been detected as statistics showed differences between north and west Norfolk. Councillor Jamieson replied that most outbreaks in King's Lynn, where deprivation and obesity are factors, is compounded by QEH which takes patients from Cambridgeshire and Lincolnshire but with any deaths recorded in Norfolk.

Councillor Crown emphasised that potholes are at the sides of the road rather than on the carriageway. Culvert also required between new and old wall outside 53 Beach Road to ensure run-off from the road.

**Councillor Jamieson will follow up with Sally Bettinson (NCC Highways) regarding potholes, Village Pond and Ranger visits.**

**Councillor Jamieson to begin process of enquiring into 20mph speed limits for the village.**

**Councillor Jamieson to speak to Stuart Dark in general about coastal support and the Golf Club car park.**

**Councillor Jamieson to forward weekly coronavirus updates to Councillor Devereux.**

## 9. Public Participation

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

- Member of the public supported the idea of a 20mph speed limit and enquired how much the Burnham Market scheme cost? **Councillor Jamieson to follow up.** Emissions also an issue.
- Another question related to how prepared the village is to cope in July if lockdown is eased and car parks closed? Councillor Devereux does not expect nature reserve car park to re-open until mid-July. Parish Council has no control over car parks as they are not owned or managed by them. Councillor Amies confirmed wildlife responsibilities of local organisations. Signs about closure of car parks have been erected and help sought from the Borough Council to encourage and support social distancing.
- 2<sup>nd</sup> homes / lettings – many people have booked but there has been no information on preparations that should be made.
- Another member of the public expressed their support for a 20mph speed limit on the grounds of safety and pollution. They also alerted the Council that holiday bookings

Signed Chair *LS Devereux.*

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were on the increase in advance of the anticipated easing of lockdown measures in early July. They also showed their support for permanent signs for Park Piece and the Orchard Land.

## 10. Planning Matters

### 10.1. Applications received subsequent to publication of Agenda

None

### 10.2. Applications for comment

None

### 10.3. Decisions Reported

None

## 11. Village matters

### 11.1. Overgrown village footpaths/purchase of strimmer

To enable the work to be done is permission required and does an Order have to be sought to close the footpath to the public? If not, how would social distancing be applied? Councillor Jamieson supported the role of volunteers. Councillor Burton recommended a cordless strimmer which has multiple uses.

**Councillor Jamieson to contact NCC Footpaths Team regarding permissions and access.**

**Clerk to produce a Risk Assessment.**

**Clerk to check insurance as it applies to councillors.**

**AGREED unanimously**

## 12. Monthly Report from RFO

### 12.1 Report

#### 12.1.1 Annual Governance and Accountability Return (AGAR) Update

Patrick Chapman, the Internal Auditor has completed and signed his part of the Return with no significant matters arising. As the Council has been selected for an Intermediate Review there are additional pro-formas for the RFO to complete. These and the AGAR documents will need to be reviewed by councillors before being formally approved by the Parish Council at the July meeting. Final date for submission is 31 July 2020.

#### 12.1.2 VAT Claim

A claim for £2881.72 was made to HMRC on 15 May 2020. Clerk confirmed Councillor Crown's understanding that Parish Council had reconciled incorrect claims in previous years.

Signed Chair *LS Devereux.*

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### 12.1.3 Village Hall Management Committee Accounts 2019/20

Invoices and bank statements have now been collected. RFO will now audit accounts and circulate to councillors with comments to be approved at July meeting.

### 12.1.4 Village Hall electricity supply - renewal due 29/06/20

PAYEE	REASON	AMOUNT	PAYMENT METHOD
<b>Lawnright Garden Maintenance</b>	Grass Cutting	£321.50	Bank Transfer
<b>D. Watkins</b>	Clerk's Salary	£565.48	Bank Transfer
<b>BT Group plc</b>	VH Office May 2020 Broadband and Telephone	£48.07	Direct Debit
<b>HM Revenues &amp; Customs</b>	PAYE on Clerk's salary – May 2020	£141.40	Bank Transfer
<b>Builders Equipment Ltd</b>	"Beach Car Parks Closed" signs x3	£97.56	Bank Transfer*

The current supplier is British Gas. Having looked at several comparison sites the best deal on offer was only £7 less than the online renewal deal being offered by British Gas based on previous year's use. Quote is **£853.53**. In 2019/20 we paid **£931.20** offset by **£232** from the meter – balance **£699.20**. Recommendation to Council is to renew with British Gas.

**AGREED UNANIMOUSLY**

### 12.2 Payments for authorisation

Signed Chair *LS Devereux.*

Date 14/7/20

\* payment already authorised via HNTSPC Resolution – “Delegated powers to make decisions during the period of the coronavirus legislation” - Item 8 in Minutes of May 2020 meeting.

Questions raised about Expanded Retail Discount scheme and CIL payments. Clerk confirmed that a bid for the former has been submitted to the Borough Council. Clerk to contact Borough Council about any CIL payments we may expect in regards to a property on A149 - initially an extension but subsequently demolished and rebuilt.

**Clerk to contact King’s Lynn and West Norfolk Borough Council**

### **13. Correspondence**

#### **13.1 Any correspondence not otherwise on the Agenda**

Donation requests from Marie Curie and Samaritans (King’s Lynn branch)

**AGREED £300 to Marie Curie Proposed: Councillor Devereux Seconded: Councillor Burton**

**AGREED £300 to Samaritans (King’s Lynn branch) Proposed: Councillor Burton. Seconded: Councillor Crown**

Clerk reported on some correspondence received regarding a social media post following the Parish Council’s Bank Holiday message whereby some members of the public believed the Council were responsible for the car parks remaining closed.

### **14. Date of next meeting of the Parish Council: Tuesday 14 July 2020**

**Meeting finished at 9.05pm**

Signed Chair *LS Devereux.*

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