

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

**Minutes of a meeting of the Parish Council held in the Village Hall,  
Kirkgate, on Tuesday 12<sup>th</sup> March 2019 at 7pm.**

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

**In Attendance:** Mike Longley (Parish Clerk and Responsible Financial Officer), Cllr Andrew Jamieson (Norfolk County Council) and nine members of the public.

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

Cllr Felgate is on holiday.

**2. Declarations of Interest**

Cllr Jamieson declared a pecuniary interest in item 6.2.1, Cllr Devereux declared a non-pecuniary interest in item 6.3.1 and Cllr Crown declared a non-pecuniary interest in item 8.1 on the agenda.

**3. Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup> February 2019**

**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 12<sup>th</sup> February 2019 be confirmed as a true record and be signed by the Chair.

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

10.2 A Cllr referred to wooden posts erected in the verge which he thought was part of the highway.

6.2.2 The Chair still has to chase a reply from the BC Arboricultural Officer to her letter asking for the PC to be consulted on applications relating to Protected Trees.

4.3 The Chair referred to the Hunstony Meeting and a report circulated called a Feasibility Study into Access Improvements in the River Hun Catchment Area, written by Jack Davidson, National Trails Officer. It is an excellent report on improvements to the footpath network and contains proposals which would reduce traffic in the village. A number of comments and suggestions were made and the Chair asked for comments to be passed to her by Friday, so she can comment to the NCP.

10.1 The Clerk had been unable to make contact with the owner of the pony field with the hedge which needed trimming on Beach Road as all he had been given was her name and the road she lived on, in Hunstanton. A Google search had proved unsuccessful.

10.2 The Clerk has written to the organiser of the Endurance Event to let him know there had been a complaint raised to the PC about the car parking on the day of the event. He explained that the underlying concern was health and safety, as well as inconvenience to parishioners. The Clerk asked the organiser to respond with a proposed solution to the problem.

10.3 The Clerk confirmed he had obtained a stock of 20 New Dog Fouling Notices from the BC and asked for a volunteer to stick them over the old dog fouling notices scattered around the village. A Parishioner kindly offered to do this and return any unused ones to the Village Hall post box.

Signed..... *LS Devereux*.....Chairman

Date..... *09/04/2019* .....

#### 4. Reports: To receive the following

##### 4.1 County Councillor and District Councillor reports

There was no District Councillor report. Cllr Jamieson gave a report on what has been happening at NCC during 2019, to date. The NCC has moved from a Committee format to a Cabinet format for business meetings, which should mean decisions are made more quickly than before. The Budget has been balanced for 2019/20 but the position is unknown for the two financial years beyond that. The budget contains £600m expenditure on Children's Services out of a total budget of £1.4b. It is felt that Sure Start has not been reaching the most vulnerable of children. It has been suggested that PC's could be providing some services to children that were previously supplied by NCC. Adult spending amounts to £400m, mostly on Care Homes. Cllr Jamieson is a director of Norse Group and is pleased to announce that they are in the final stages of getting a new Dementia Care and HFE in Kings Lynn. Norse Group are also looking into taking over some Highways services, such as filling in pot holes in the roads.

##### 4.2 Neighbourhood Development Plan update

The Chair gave her report for March 2019. The NDP team are now on the final set of revisions to the Draft Plan – reviewing the policies / main body of the text and will then be meeting the BC to review. For further detailed information people should visit the consultation area of the NDP website <http://www.holme-next-the-sea-plan.co.uk>

The Draft Local Plan is currently out for consultation until 15<sup>th</sup> April 2019, though there may be an extension due to a delay in notifying PC's by the BC. A Cllr questioned the positioning of the development boundary along the rear of some properties along the southern side of Main Road, saying the rear gardens had been excluded from future development as the red line ran along the rear walls of the properties. The Chair responded, saying that wasn't the case, existing rights are not affected, the intention is to prevent back land development. There had been a consultation last January, people had commented at the time and they took into account all of the comments received plus comments from KLWNBC. It was noted that anyone could go on the BC website and have their say.

#### 5. Public participation

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

5.1 The Church Warden asked to speak in support of a request for a financial contribution by the Holme, St Mary's PCC towards the cost of churchyard maintenance. The PCC spend around £1,300 each year on grass cutting and more on pest control. It is public knowledge that the PCC received a significant legacy, however this has been used on repairing the vestibule roof, £15,000, plus some roofing felt is in need of repair elsewhere and these costs will take up all of the legacy. The PCC would therefore be grateful if the PC could help by making a donation towards their costs. The Chair thanked the Church Warden for the explanation provided. This matter is being considered at 8.1 on the agenda.

5.2 A member of the public raised again the issue of wooden bollards fixed into the verge of a property just along the road from the Village Hall. There then followed a vigorous discussion about what parishioners can and cannot do about protecting verges from being destroyed by heavy vehicles. Cllr Jamieson offered to speak to Sally Bettinson of NCC

Highways to try and obtain a map of the whole village to identify which verges are considered to be “The Highway”, rather than just concentrating on specific examples.

## 6. Planning matters

### 6.1 Applications received subsequent to this agenda

**6.1.1** The Clerk highlighted an application which was emailed late in the afternoon and circulated. This is an application by Drove Orchards Farm Shop for an extension of its drinks licence. The shop has been extended creating more shelf space. In addition, the opening hours are going to be lengthened, closing at 8 pm rather than 5 pm, previously. The closing date for comments is 9<sup>th</sup> April 2019.

### 6.2 Applications for comment

**6.2.1 19/00216/PACU5: Prior Notification; Change of use from agricultural grain store to indoor play centre under Schedule 2, Part 3 Class R – Farm Buildings, Drove Orchards, Thornham Road, PE36 6LS.** A representative of Drove Orchards explained that they thought they could simply give a Prior Notification, which means they can develop agricultural buildings in certain ways where the building is redundant, but due to a legal technicality, they are now withdrawing the Prior Notification and replacing it with a formal application. They plan to bring two large agricultural buildings into alternative use. The larger building will be made more attractive with a glass front and clad in timber. This will be used as a children’s play barn, but also there will be an educational aspect too. The Dutch barn next door will consist of five retail units. Currently, there will be a chocolate maker, kitchen interiors designer, craft brewery and hairdressers.

### 6.3 Decisions Reported

**6.3.1 17/02194/F: The Poplars, 42 Main Road, Planning Committee 4<sup>th</sup> March 2019.** Application withdrawn on 01/03 pending determination of the appeal for the campsite to the south.

**6.3.2 19/00054/F: Witherington, 18 Eastgate, PE36 6LL. Proposed extension, renovation and cart shed.** Application permitted 26/02 by Delegated Decision.

### 6.4 Beach Road Enforcement Update

The Chair confirmed she wrote to Geoff Hall and also Henry Bellingham MP, who acknowledged the letter saying he would answer in full, in due course. Geoff Hall’s reply has been circulated to Cllrs. Essentially, he is blaming the government policy changes and lack of resources at the BC. He has stated that proportionate action requires a proportionate response, but it is difficult to enforce. Enforcement action has been taken at The Poplars but not at Beach Road. The Enforcement Officer visited Beach Road and told the owner to stop development work, which he did, but then restarted again. Work has now stopped. The Chair stated that in terms of the size of the village this is considered to be a fairly substantial development, so along with The Poplars and the bungalow on Thornham Road that had a party wall demolished, the PC will continue to take the BC to task. Cllr Jamieson said he was unaware of the situations on Beach Road and Thornham Road and asked to be kept in the loop.

## 7. Monthly Report from RFO

Signed..... *LS Devereux*.....Chairman

Date..... *09/04/2019* .....

### 7.1 Revised Draft 2019/2020 Budget

The RFO explained the limited changes made to the Draft Budget 2019/20:

This document has been amended by firming up of receipts and payments regarding the Parish Council owned property, 27 Beach Road:-

1. It assumes rental income will commence around July 2019.
2. Council tax for three months, estimate for drainage connection to mains and repairs to property, plus contingency.
3. Currently budgeting for a deficit for the next financial year of around £6,000.

It was **RESOLVED** (unanimously) that the Revised Draft Budget 2019/20 be approved.

### 7.2 Annual review of important documents

There are significant amounts of important documents that need to be reviewed annually by the Council. Ideally, some of these should be reviewed before the April meeting.

The RFO said he could identify those financial policy documents that must be reviewed by April and Cllr Crown offered to assist with those. Regarding the other, non-priority documents and policies, it was agreed these could be left until after the election in May, when we will probably have some new Cllrs on board.

### 7.3 Payments for authorisation:

PAYEE	REASON	AMOUNT	CHEQUE NO.
BT Group PLC	525819 Jan/Feb Credit rec'd for £107.82, but one off £18 charge for cancelling something we didn't order, still in dispute	£40.44	Nothing to pay due to credit
KLWNBC	Collection & Disposal of Dog Waste 26/02/18 to 25/02/19 DD 01/04/19	£ 894.36	Direct Debit
Mrs C Jones	NDP Support August 18 to February 19 32.75 hrs Reimbursed expenses Total	£302.52 <u>23.27</u> <u>£325.79</u>	101405
Groundwork UK	Repayment of NDP Grant funding for year ended March 2019	£2,180.00	101406
M Longley	Clerk's Salary February 2019 Less credit rec'd to personal credit card re Council Tax, 27 Beach Rd. Total	£587.34 <u>-67.24</u> <u>£520.10</u>	101407
Mrs L Devereux	To replace cheque no. 101394 (Cancelled) lost in the post	£87.13	101408
Mrs M Charles	Reimburse cost of plants for Village Sign	£29.00	101409
Mr R Burton	Reimburse cost of replacement hob for 27 Beach Road	£109.94	101410
St Mary's Church Holme PCC	Donation for churchyard maintenance (See 8.1 below)	£1,100.00	101411

Signed..... *LS Devereux*.....Chairman

Date..... *09/04/2019* .....

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

The Clerk read out part of the letter sent by Mrs Marianne Charles where she enquired who is responsible for tidying up the litter in the two bus shelters, as she has collected it herself. It was noted that the PC didn't wish to pay someone to pick it up, but we are grateful to Mrs Charles for collecting the litter.

## **8. Correspondence:**

### **8.1 Financial Contribution request from St Mary's PCC**

The Clerk confirmed that in the previous two years the donation was £1,100. It was proposed, seconded and **RESOLVED** that a donation of £1,100 be made.

### **8.2 Request for support from Heacham Parish Council**

The draft Local Plan refers to "minimum" numbers of allocations of housing and Heacham PC don't like it and are asking for support. It doesn't affect us as we are doing our own NDP. However, it was felt on a matter of principle, that we should support them and this was agreed. Another matter was raised regarding the BC being penalised for not reaching targets of new housing, which seemed strange as this is not entirely under their control. It was agreed that this point be followed up to ensure our understanding is correct.

### **8.3 Report of suspicious behaviour in the Parish**

A Parishioner has reported to a Cllr that on the morning of Monday 4<sup>th</sup> March he observed a person making his way along Main Road, looking in bins and at properties. He was wearing a dark jacket with the hood up, even though it wasn't raining. The person was black, over six feet tall and carrying a rucksack. Some three weeks earlier the same Parishioner was driving his car on the back road from Ringstead to Thornham and was flagged down by a party of four people of Asian origin, three men and one woman. One of the men approached his car when he stopped and wound his window down and he noticed another man move away, so he locked his doors and then noticed the one who moved away was trying to open a rear passenger door. They were all dressed in walking clothes with rucksacks but weren't wearing walking boots. When the man spoke, he requested directions to the nearest bus stop. It was agreed the Clerk should arrange for a VIN notice to be issued to publicise this and also inform WPC Francine Heath.

### **8.4 Request for noticeboards in Bus Shelters.**

A Cllr had received a request for accessible notice boards in the bus shelters as the current one is locked and only accessible by the Clerk. People cannot currently pin up notices advertising events etc. It was noted that there are other noticeboards in the village which could be used for this type of notice, the one in the Bus Shelter is for PC use only.

### **8.5 Unacceptable burning/smoke/fumes at Beach Road/Broadwater Road 4 March 2019**

The PC has been copied into a complaint made by a Parishioner to the Environment Agency. Contractors allegedly burned scrub cleared while working on ditches, the smoke obstructed visibility on Beach Road and fumes entered the Parishioner's house on Broadwater Road, causing a bad asthma attack to a gentleman who lives there. The Parishioner claimed the work resulted in both a Statutory Nuisance causing a health problem under the Environmental Protection Act and an offence under the Highways Act.

### **8.6 EMS Meeting on 19<sup>th</sup> March 2019 at Wells**

A Cllr reminded all present about the forthcoming EMS meeting at The Maltings in Wells. They will be discussing the NE Report on the state of the coast. All are welcome to attend.

## **9. Date of next meeting of the Parish Council**

The next meeting takes place on Tuesday 9<sup>th</sup> April 2019 at 7 pm.

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

Date..... *09/04/2019* .....

10. A **RESOLUTION** was passed unanimously to exclude the Press and Public for the 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 8.08 pm.

Signed..... *LS Devereux*.....Chairman

Date..... *09/04/2019* .....