

HOLME-NEXT-THE-SEA PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 8th March 2022 at 7pm

Present: Lynn Devereux (Chair), Martin Crown, Ermine Amies, Wendy Norman, Michelle Cole and Stefan Seare

In Attendance: 3 members of the public

1. Apologies for Absence and approval of reasons: To receive apologies and reasons for absence

Dave Watkins – Parish Clerk (illness)

Bob Lawton – Borough Councillor (meetings clash)

Councillor Robert Burton (meetings clash)

2. Declarations of Interest: To declare any personal or prejudicial interests.

None

3. Minutes of the Parish Council Meeting held on Tuesday 8 February 2022

3.1. Approval

These had been pre-circulated.

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 8 February 2022 be confirmed as a true record and be signed by the Chair.

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

(3.2) Golf Club Car Park – confirmation of changes received but there does not appear to be too many changes to the current arrangements - at least initially. The Golf Club does not believe it requires planning permission for the changes it is making even though these include the installation of ticket machines and barriers which may require power and ground works. Councillor Devereux has suggested that they should seek formal clarification whether they need planning permission due to the nature of the works they intend to carry out.

(5) Local History Project – Clerk has met with the Project leader to discuss how the Parish Council can assist and the first meeting of the group is scheduled for 10 March.

(7) Holleys Trust – Parish Council has been liaising with the Trust to fill the vacancy and has received two applications. They have both been contacted and asked to submit a letter.

(8.2) Marathon arrangements – Clerk has contacted organisers (Positive Steps) about arrangements for a marathon that starts in Holme on 24 September and is awaiting a response.

(9.2) Councillor Burton has adjusted the Village Hall electric meters from 13p to 29p per kilowatt hour.

(10.1) St Mary's Church has confirmed receipt of the Parish Council's £1600 donation to cover the costs of grass cutting in the churchyard and they have sent a letter of thanks.

(10.1) Toilets – Clerk has contacted the Borough Council who say the replacement lighting is in line with Dark Night Skies policy. Councillor Amies reported that she does not believe the lighting

Signed Chair

LS Devereux.

Date 12/4/22

conforms with the Dark Night Skies policy, the light pollution is still extensive, and only minor changes have been made such as the angle of the fitting. Councillor Amies plans to take a more detailed look at the light fittings. Councillor Crown reported that one of the light fittings had tape wrapped across it in an attempt to block off or change the angle of some of the lights and this may perish or burn. Kate Dougan (NCP) to be contacted for advice once the type of lighting has been confirmed.

(10.1) Marsh Lane sewage spills – letter written to Anglian Water expressing concerns and detailing incidents. A copy of the letter was sent to James Wild MP who has offered to follow up the complaint on behalf of the Parish Council.

4. Reports: To receive the following:

4.1. County Councillor and District Councillor reports

None

4.2. Saxon Shore Parish Forum – 16 February (Councillors Devereux, Crown and Norman)

Presentation given by Kate Dougan (NCP) on their Dark Night Skies policy including a 10-point plan on how to become a Dark Night Skies Champion. Highways issues were discussed by the Chair of Old Hunstanton Parish Council explaining that after more than a year of work on improvements, the only proposal that Highways had accepted was related to parking. Delays with Planning Applications and lack of resources within the planning team were also a common cause for concern. Information about categorisation of properties within a village has been made available to Parish Councils. Finally, one attendee wanted to revive a proposal to enable disabled access to the Coastal Footpath from Holme via The Firs approach with a ramp near the Saltings. Councillors Crown and Norman pointed out that the Path is in many places narrow and bordered by shrubs and in other places seriously eroded. It was suggested that the NCP may have ideas on how disabled access could be improved (noting that the NCC Trails team are due to become part of NCP).

Councillor Devereux to circulate data about categorisation of properties

Councillor Devereux to contact NCP for their ideas on how disabled access to the coastal path could be improved

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

Member of the public mentioned that an officer, with appropriate knowledge, from NCC had commented on the village pond whilst on a personal visit. Contact details were taken and officer has promised to forward information about pond restoration.

A question was asked about the Parish Council's liaison with the Police in regard to speeding on Main Road and the absence of SAM2 equipment and offered assistance as they have experience in this area. Councillor Devereux responded that the SAM2s were currently being serviced but that they had in the past been used to gather information which had been passed to the Police. An FOI request to Norfolk Police has also been made within the last year about the number of tickets / fines issued. Background was provided on the Parish Council's discussions with NCC Highways in regard to introducing speed limits and traffic-calming measures as well as the difficulties gaining Highways agreement experienced by a neighbouring parish. Councillor Norman summarised how a

Signed Chair *LS Devereux.*

Date 12/4/22

Community Speedwatch scheme operates and requirements for setting one up. Councillor Amies offered to write to the Police and ask for some speed checks in the village.

Councillor Amies to write to the Police asking for speed checks

6. Planning matters

6.1. Applications received subsequent to this agenda

None

6.2. Applications for comment

6.2.1. - **21/02152/F** - Conversion of bungalow to chalet bungalow at Imola, 1 Main Road PE36 6LA
Noted that this is a third revision. Parish Council has previously objected on grounds of size, use of materials and impact on the street scene. Latest amendment has replaced wood cladding with render but the size is unaltered. NCP have been re-consulted following their objection (though has yet to respond). Concern expressed at number of Applications that are not designing to the NDP which was overwhelmingly endorsed through a Referendum.

Decision: Object – unanimous

6.3. Other Applications for information

6.3.1. – **22/00014/TPO** - 2/TPO/00511: T1- Poplar - To reduce crown by up to 10m. T2 - Conifer - To reduce height down by 6m. T3 - Beech - To reduce and reshape to original form. T4 Beech Trees x 2 - To thin crowns by up to 15%. Peddars End, 20 Kirkgate

6.4. Comments made on applications

6.4.1. – **22/00202/F** - VARIATION OF CONDITION 2 OF PLANNING PERMISSION 21/00173/F:
Extension on to retail unit (Use Class A1) for restaurant area (Use Class A3), storage and WCs including parking and drainage Gurneys Fish Box, 1 Drove Orchards, Thornham Road
Response was discussed via email circulation and Parish Council had **No Observations** either in favour or against the proposal.

6.5. Decisions reported

6.5.1. - **21/01236/LDE** - 1 Chalk Pit Road, PE36 6LW - Lawful Development Certificate: Alterations to dwelling house and ancillary buildings. Was Lawful - *Delegated Decision*

6.5.2. - **22/00007/TPO** - (2/TPO/00511) and Conservation Area. T1 - Poplar - 22m high/11m wide - To reduce the crown height by up to 10m T2 - Conifer - 12m high - To reduce height down by 6m T3 - Beech - 4m high - To reduce and reshape back to original form T4 and T5 - Beech - 12m high/5m wide - To thin crowns by up to 15% . TPO Work Approved 11 - *Delegated Decision*

6.6. Appeals and Enforcement

6.6.1. Newholme - Resident in Eastgate had reported activity at the site which the Clerk had reported to Enforcement for investigation. Subsequent visit by an officer found what appeared to be a new barn at the very end of the access but established that application 17/02000/AG was submitted and decision given that consent was not required.

Signed Chair 

Date 12/4/22

6.6.2. Beach Road – Parish Council reported evidence to Enforcement last week of new developments (pipes / trenches) and hedgerow removal on east and west fields.

7. Code of Conduct – proposal to adopt Local Government Association model

IT WAS RESOLVED THAT: The Code of Conduct at Item 7 is hereby adopted with immediate effect by the Parish Council to encourage good conduct and safeguard the public’s trust in local government.

Agreed – unanimously

8. Village Matters

8.1. Park Piece

Councillor Crown reported that the Working Party’s first meeting would be held on 9 March 2022 to look at the Terms of Reference and operating protocols. A progress report will be made at the next Parish Council meeting.

8.2. Platinum Jubilee Celebrations

Councillor Norman (Village Hall Committee member) reported that details of the Jubilee Celebration Tea Party will be placed in the next edition of the LINK magazine. Councillor Cole suggested the details were also published via the VIN. The Chair confirmed the new table designed to accommodate wheelchair users was on order and arrangements are to be made for the patio to be laid.

Councillor Devereux to contact Village Hall Committee for more details

Councillor Seare to contact Councillor Burton regarding assistance with laying patio

9. Monthly Report from RFO

9.1. Report

Monthly internal financial check for January carried out by Councillor Crown 10 February 2022.

National Pay Award for 2021/2022 finally agreed – 1.75% increase back-dated to April 2021 which is included in March’s staff payroll and 2022-23 Budget figures.

NALC subscription will increase by 3% for 2022/2023.

Dog waste collection annual charge for 2022/2023 will increase from £707 to £741 ex VAT.

9.2. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
D.T. Watkins	Land Registry fees	£9.00	Balance transfer
British Gas plc	Village Hall electricity	£133.83	Direct Debit
Payroll	Staff salary (includes 1.75% back-dated to April 2021)	£589.46	Balance transfer
HMRC	PAYE on Clerk’s salary	£147.20	Balance transfer
BT plc	Telephone / broadband	£68.58	Direct Debit

Signed Chair *LS Devereux.*

Date 12/4/22

BCKLWN*	Annual dog waste charge 2022/2023	£889.20	Direct Debit
NALC*	Annual sub 2022/2023	£105.93	Direct Debit

* will be charged to 2022/2023 budget

Agreed unanimously

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Fibre to the Premises (FTTP)** – Parish Council have received an email from Openreach to say work has now started on preparing a quote which should be available by the end of this month.

11. **Date of next meeting of the Parish Council** Tuesday 12 April 2022

Signed Chair

LS Devereux.

Date 12/4/22