

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

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate,**

**Tuesday 12 November 2019 at 7 pm.**

**Present:** Lynn Devereux (Chair), Kevin Felgate (Vice-Chair), Robert Burton, Ermine Amies, Martin Crown, Stefan Seare, Wendy Norman

**In Attendance:** Dave Watkins (Parish Clerk), Bob Lawton (Brancaster Ward Councillor), Mr B. Lucas (AR&V Investments Ltd), Mr M Starr (Claudia Starr Developments) and six members of the public.

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

None received

**2. Declaration of Interest**

Councillor Devereux declared a non-pecuniary interest as a near neighbour in item 6.6.1.

**3. Minutes of the Council Meeting held on Tuesday 15 October 2019**

**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 15 October 2019 be confirmed as a true record and be signed by the Chair.

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

(3.2) Councillor Lawton still pursuing information about traffic incidents with Democratic Services. **Councillor Lawton to report to December meeting**

(5.3) NCP Dark Skies Seminar – Councillor Amies still awaiting slides from NCP

(8.2) Grass and hedge cutting – Councillor Crown confirmed that Highways have flailed hedges discussed at 15 October meeting

(9.2) Being an Effective Councillor (NALC) – Parish Clerk confirmed details had been sent to Councillors who had indicated their interest in attending

**4. Reports**

**4.1. County Councillor and District Councillor Reports**

Councillor Lawton reported that KLWNBC have not declared a Climate Emergency for the area. There had been a peaceful demonstration by Extinction Rebellion. Councillor Amies informed the meeting that there was a water emergency in Norfolk.

Signed Chair *LS Devereux*

Date: 10h December 2019

#### **4.2. Neighbourhood Plan update**

Councillor Devereux reported that the Regulation 16 Consultation period ended with 15 responses. Four objections (Cruso and Wilkin, Lanpro, Ocean Breaks, and Maxey Grounds) acting on behalf of, G Renault, AR&V Investments, the Abbey Group and Claudia Starr) relate to the NDP's perceived failure to allocate their development sites in the village and / or the Principal Homes Policy. A further objection was received from NCC who object on traffic grounds to the proposed allocation on Eastgate for the development of five dwellings. The remaining 10 responses offered support. The NDP Team would like to thank those parishioners who made such positive comments. All of the Statutory Consultees (Heritage England, Natural England and the Environment Agency) have offered support for the Plan as have the NCP and Anglian Water. Now for the NDP Examiner to reach an opinion on the timetable, Plan, any outstanding objections, Parish Council's responses and how the NDP should proceed. For further information see the consultation area of the NDP website <http://www.holme-next-the-sea-plan.co.uk>

Councillor Amies wished to express everyone's thanks to the NDP Team for their work

#### **4.3. Report on Endure Project**

Councillor Devereux gave an update. An original plan for a Visitor Survey in August slipped to September / October but this was further delayed and the timetable is currently unclear. Suggested that we need to record numbers of visitors, additional survey points and delay survey until spring to catch a wider cross-section of visitors. Parish Council has responded to a draft questionnaire and suggested organisations who may be interested in tendering to produce a Visitor Management Plan.

#### **4.4. Report on Coastal Futures Initiative**

The first open meeting was held in Wells Maltings 24 October – preceded by a meeting of professionals and academics with substantial input from the Tyndall Centre. Only a handful of representatives from West Norfolk but 4 from Holme plus our Ward Councillor, Bob Lawton).

Councillor Amies proposed that when report is published we ask KLWNBC to engage with this Initiative.

#### **4.5. Report on Footpaths Project**

Councillor Amies was unable to attend the recent briefing.

**Parish Clerk and Councillor Amies to discuss future approach and timetable.**

#### **4.6. Cooperative working with neighbouring Parish Councils**

Councillor Norman updated Council following invitations sent out to Brancaster, Old Hunstanton, Ringstead and Thornham Parish Councils to convene an initial meeting. Confirmations from all except Old Hunstanton.

**Parish Clerk to follow up and confirm meeting date**

## 5. Public Participation

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

- A resident of Beach Road – reported on restoration of Village Pond . Extra work on 2 or 3 trees required the use of heavy machinery. Noted that HNTSPC doesn't fully own the pond. Additionally reported that overgrown trees at junction of Beach Road / Main Road are causing a hazard
- Mr M Starr (Claudia Starr Developments) – wanted it noted that at last Parish Council meeting he was referred to as a “property developer” and that this was not correct. He wished to be known as “a local resident with land in the village.”
- Another parishioner reported the good news that orange plastic string previously used by NWT finally had been taken down and replaced by environmentally friendly sisal

## 6. Planning Matters

### 6.1 Applications received subsequent to publication of Agenda

6.1.1. **19/01894:** Two storey side and rear extension, front porch and detached cart shed, at 4 Aslack Way Holme next The Sea HUNSTANTON Norfolk PE36 6LP  
Noted by Councillor Devereux that Design & Access Statement and revised site layout absent – so unclear where cart shed will be located. Immediate neighbour supports the application whilst one opposite is neutral but has raised issues regarding trees, biodiversity and capacity of sewerage system given recent / pipeline development. Councillor Norman reported that trees had already been removed. Councillor Amies requested that CPRE's “Keeping the Night Skies Dark” Policy should be a consideration in this and all future applications.

**Councillor Amies to send copy of CPRE's “Keeping the Night Skies Dark” to Parish Clerk**

- **NO OBJECTION** but KLWNBC are asked to consider adding conditions to take account of protected species, external lighting, access and parking

### 6.2 Applications for comment

6.2.1 **19/01662/F:** Construction of new porch, modifications to windows and doors, reconstruct ground floor bathroom with more appropriately pitched roof above, modifications to existing garage to create one dwelling at Studley Cottage & Kitley Cottage 1 & 3 Westgate Holme next The Sea Norfolk PE36 6LF

Noted that NCP supports planning application. Concern at loss of more small village homes by conversion of two into a single dwelling. Concern expressed at what may be the creation of another holiday let.

- Application **NOT SUPPORTED** on the basis that the proposals for external works will impact negatively on the historical and design integrity of these traditional homes which form part of the essential character of this part of Holme.

### 6.3. Other Applications to note

6.3.1. **19/01833/LDC**: Application for a Lawful Development Certificate for the proposed amalgamation of two dwellings 1 & 3 Westgate (Studley Cottage & Kitley Cottage) Holme next The Sea Norfolk PE36 6LF

### 6.4. Comments made on applications

6.4.1 **19/01607/LDE**: Lawful Development Certificate: Existing use of the land as a caravan and camping site and continued use for such purposes at Land South of Inglenook 32 Main Road Holme next The Sea Norfolk PE36 6L

- Application **NOT SUPPORTED**

### 6.5. Decisions Reported

6.5.1. **19/00141/TREECA**: 16 Barnwell Cottages Aslack Way Holme next The Sea Norfolk PE36 6LP - Trees that require to be removed: T3, T5, T7, T8 (partial removal), T17 –

- Application **PERMITTED** – delegated decision

6.5.2. **17/02027/NMA\_1**: Sandy Ridge, Broadwater Road PE36 6LQ - Non-Material Amendment To Planning Permission **17/02027/F**: (Variation Of Condition 10 Of Planning Permission **16/00323/F**) Replacement dwelling

- Application **PERMITTED** – delegated decision

### 6.6. Appeals and Enforcement

6.6.1. **Appeal: Ref ABP/V2635/c/18/3216570**

**KLWNBC: Ref 18/00319/UNAUTU**

An appeal has been made to the Secretary of State against the enforcement notice served by the Borough Council relating to the Land S of 38 To 42 Main Road. Hearing date now set for 24 March 2020.

**Councillor Devereux to issue a VIN to clarify the process for those who wish to comment.**

6.6.2. **Appeal Dismissed: Ref APP/2635/W/18/3219510**

An Appeal made by Mr Stephen Lucas on behalf of AR&V Investments against the decision made by KLWNBC regarding Homefields, Peddars Way was dismissed. Emphasis was given by the Inspector to how permission for the application would affect the character and appearance of the area given it was sited within an AONB.

## 7. Village Matters

### 7.1. Gates on 149

Request received from a resident for the Parish Council to consider replacing the “Village Gates” at the eastern and western approaches to the village on the A149. Argued that this would improve their appearance, emphasise speed limits and, if re-located to parish boundaries, more clearly define the size of the village. Members were mindful that extending gates to the parish boundaries would require permission to extend the 30mph zone from NCC and, if adjoining parishes also did this, there would be a clutter of signs and create a potential hazard.

Decision – **NOT AGREED**

### 7.2. Sewage Issues – Eastgate pumping station

Parish Clerk reported that there had been no further incidents raised following work by AW. Enquiries had also been made regarding the state of the access road to the pumping station and the Village Drain. A response from Highways confirmed a 5-yearly rota for inspection and a criterion of whether it was passable by a 4x4 vehicle. Responsibility of adjacent landowners if not passable. Responsibility for maintaining Village Drain lies with Internal Drainage Board and adjacent landowners.

#### **Parish Clerk to pursue with investigations and report back at December meeting**

Also noted that a report had been received from an NOA Warden regarding work being undertaken at Brook House / Brook Bungalow.

#### **Parish Clerk to contact Enforcement at KLWNBC for information**

### 7.3. SAM2

Council discussed the purchase of a second SAM display and monitoring unit at a cost of £3150 to be erected on their land on the north splay outside No 27 Beach Road. NCC have already given permission. Councillor Crown asked what would be done with data collected. Councillor Burton felt it important to install more safety displays and Councillor Devereux responded that it could be used to argue for improvements to road safety, and to support the Visitor Management Plan and help reduce speed limits etc where evidence was needed in in planning applications,.

Decision – **AGREED** to purchase

## 8. Property at 27 Beach Road

Responsible Financial Officer (RFO) has circulated revised lease and tenant references to Councillors for comment. Work still required on the garden. Councillor Felgate had received a quotation for £700 but Council wanted another quote for comparison which the RFO was requested to undertake.

## 9. Monthly Report from RFO - 2019/20 QTR 2 Accounts and Budget Monitoring

### 9.1. Accounts

The Accounts are in line with expectations, showing a deficit for the three months to September 2019 of £8,218. Income is more or less as expected and the two highest expenditure lines are 27 Beach Road and Planning/NDP, with explanations in the Notes on the Accounts.

### 9.2. Budget Monitoring

The deficit of £7,971 for the first two quarters means there needs to be an actual surplus of £2,141 in the remaining two quarters, to still keep to the budgeted deficit of £5,830 for the full financial year 2019/20. This should be achievable. Comments are noted against each line to explain how things are progressing.

Councillor Amies asked if Council should engage legal advice for forthcoming Appeal Hearing. Councillor Devereux replied that KLWNBC were pursuing this and PC would need to keep under review.

### 9.3 Online Banking update

Forms have been completed to appoint the RFO, Mike Longley, as an authorised signatory on the bank mandate. This need to be authorised by the signatures of the Chair and Cllr Burton in the marked boxes.

### 9.4. Report and payments for authorisation

The following payments were **APPROVED**.

PAYEE	REASON	AMOUNT	CHEQUE NO.
British Gas	Village Hall electricity 19/06 to 16/09/2019	£102.17	Direct Debit
BT Group PLC	525819 VH Office September/October 2019 Broadband and telephone	£40.44	Direct Debit
Norfolk Citizens Advice	Donation	£200.00	101512
L Devereux	Reimbursed expenses: World of Computers – Laptop for Clerk etc. Symantec Ltd – Norton 360 Deluxe software Total	£816.00 £24.99 £840.99	101513
D T Watkins	Clerk salary October 2019 Reimburse expenses – copy keys Total	£382.90 £14.00 £396.90	101514
HM Revenue & Customs	PAYE on Clerk's salary October 2019	£95.60	101515
M Longley	RFO salary October 2019 Reimbursed expenses: 27 Beach Rd electricity Credit ref. fee A Attew Total	£221.76 £8.48 £18.00 £248.24	101516

Signed Chair 

Date: 10h December 2019

## 10. Correspondence

### 10.1. Any correspondence not otherwise on the Agenda

- **Donation from two residents**

An offer of £800 for planting to aid biodiversity on Holme Park Piece was received and gratefully accepted. Councillors asked to consider options and also involve officers from NCC, NOA and NWT.

**Parish Clerk to contact residents to express acknowledgement, acceptance and thanks for donation and how council intends to spend it.**

- **Invitation from Thornham Parish Council**

Councillor Devereux had received a request from Colin Venes (Chair-Thornham Parish Council) to discuss sustainability issues which may be of dual concern.

- **Road Safety Trust funding**

Parish Clerk had previously circulated to Councillors details about potential funding available to purchase SAM units for their consideration. Felt that deadline for submission did not give sufficient time to prepare credible bid this time round but noted that future application could be made for a wider plan.

- **CPRE Subscription**

Parish Clerk notified Council that subscription had lapsed and asked if it could be renewed at a cost of £36 for the year.

**AGREED**

- **Consultation on Norfolk Fire and Rescue Integrated Risk Management Plan 2020-2023**

Council invited to respond to consultation on Plan by 10<sup>th</sup> December 2019.

Suggested that a representative from Norfolk Fire and Rescue be invited to speak at a future meeting. Noted that Holme doesn't have an Emergency Plan in place

**Parish Clerk to make enquiries about requesting a speaker**

**Councillor Felgate to lead on an Emergency Plan**

- **Hedge Cutting on Park Piece**

Councillor Felgate reported that Bernie Crown had completed the work at a cost of £120 + VAT and asked Council to approve.

**AGREED. Councillor Felgate to obtain invoice and send to Responsible Financial Officer**

## 11. Date of Next Meeting of the Parish Council

Tuesday 10 December 2019