

HOLME-NEXT-THE-SEA PARISHCOUNCIL

Minutes of the Meeting of the Parish Council held online Tuesday 10 November 2020 at 7pm

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

In Attendance: Dave Watkins (Parish Clerk), Councillor Andrew Jamieson (NCC) 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), County Councillor Bob Lawton (prior engagement)

2. Declarations of Interest

None

3. Minutes of the Parish Council Meeting held on Tuesday 13 October 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 13 October 2020 be confirmed as a true record and be signed by the Chair.

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

(3.2) Defibrillator – delivery of the steel cabinet that houses the defibrillator was delayed in transit but has now been delivered. All equipment now received and ready for installation.

(3.2) Restoration / repair / replacement of village benches – three benches delivered and have been installed by Councillor Burton. Old benches are being recycled where possible.

(6.2.1) **20/01317/F** - Extensions & alterations to dwelling and cart shed. Thurlow Cottage, 16 Eastgate, PE36 6LL – The Parish Council had requested more time to comment in order to allow the architect to produce drawings of the southern elevation and to address the question of potential impacts on neighbour amenity. No response yet received from Borough Council.

(7.2) Vegetation around streetlights – Clerk reported that most of the sites had been attended to by landowners but Councillor Crown pointed out that the light at the junction of Westgate and Beach Road was still awaiting NCC action.

(7.3) Drainage at 27 Beach Road (Bridge Bungalow) – Councillor Crown confirmed that he and Councillor Burton had visited the site as had the Clerk. Drains on Beach Road are not set at the lowest points so that excess water is not effectively removed. Clerk has requested that engineers from NCC conduct a survey and report.

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4. **Appointment of councillor to outside body** – Norfolk Association of Local Councils

NALC have now formed themselves into a cooperative and are requesting a representative from each Parish Council subscriber to attend their meetings. Deadline for submission is 20 November.

AGREED – Chair (Councillor Devereux) will represent Holme-next-the-Sea Parish Council at NALC.

5. **Reports**

5.1. **County Councillor and Borough Councillor reports**

Cases of Covid-19 have begun to rise rapidly in West Norfolk and Councillor Jamison asked people to follow guidance to safeguard ourselves. NCC's job has been made more difficult by outbreaks at food processing plants which are regarded by DEFRA as of national importance. NCC in partnership with Borough Councils have drafted teams to contact those who are at risk. Estimated that over 50% of over-65s in Norfolk have received a flu jab with target being 75%.

NCP North Coast Study on traffic solutions is ongoing and Councillor Jamieson expressed his confidence that a coherent plan, especially in the AONB, for transport would emerge.

He welcomed Councillor Devereux's appointment to represent the Parish Council at NALC and reminded the meeting that he was speaking at a NALC webinar on 18 November where the NCC Budget for 2021/2022 was being discussed.

5.2. **Norfolk Coast Partnership (NCP) Small Grant Fund**

The Clerk presented a report which summarised the funding available - grants between £500-£3,000 towards 75% of the project with the remaining 25% being made up by the Parish Council financially and / or in kind via volunteer input. At the previous meeting of the Council the installation of interpretation boards and / or cycle racks at a variety of locations were the preferred options.

The various options relating to the installation of interpretation boards and / or cycle racks was outlined with regard to costs, design, content, location, and insurance.

Councillor Norman was concerned that cycle racks may encourage cycling on the beach, dunes, and coastal footpath. Councillor Devereux noted that many visitors to Holme were not aware that they were in an AONB and that interpretation boards would provide context. Councillor Amies supported the provision of secure racks as it would encourage people to use them and not take their bicycles on the beach plus support the desire to get people out of their cars. Councillor Devereux suggested that maps and walks of the local area would prove relatively easy to produce in-house as similar content had been published in the NDP and felt that cycle shelters sympathetic to the AONB setting would look best. This could also

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form part of the 25% contribution required. Councillor Burton supported cycle racks at both the Village Hall and adjacent to the beach on the Orchard Land and would like to see some interpretation boards. Councillor Crown noted that the NWT already have interpretation boards in place on the beach and along the coastal footpath and that the Parish Council should avoid duplication.

AGREED – Clerk to draft a bid that includes cycle racks at the Village Hall and Orchard Land plus an interpretation board on the Orchard Land or adjacent toilet block. Draft to be circulated to councillors prior to December’s Parish Council meeting where a final decision will be taken.

5.3. Responses to consultation- AONB Boundary extension, *Planning for the Future White Paper, Brancaster NDP, Transport in the Coastal Villages*

NCP asked if the Council had any comments to make about extending the current boundaries of the AONB following a Review of National Landscapes (Glover Report). Proposal to combine National Parks (10) and AONBs (34) under one umbrella. Also looking to extend boundaries but in the case of Norfolk Coast this was currently only a very modest 1.6sqm. Old Hunstanton looking to have the whole of the parish included in the AONB. Although parish of Holme is included already there is scope for considering bringing the whole of the River Hun catchment area into the AONB. Representative from NCP to be invited to next meeting of the Saxon Shore Parish Forum (SSPF).

Planning for the Future White Paper discusses changes to the existing planning system to be introduced by 2024. A zone-based approach is proposed – Growth, Renewal and Protection areas. National rules applied in Development Management providing for automatic approval in Growth and Renewal Zones. Target is to build 1 million new homes by end of this parliament. Parish Council believes proposals will support a more streamlined approach. Government also wishes to see the use of more IT and visualisation and Parish Council has put itself forward for being involved in a pilot study. Council expects that there will be little or no change for areas such as Holme as it would fall into Protected Area status. Concerns were expressed on the following: reduced consultation; lack of action on climate change and abolition of Sustainability Appraisals for plans; although strong support for NDPs is included the future role and interface to proposed Zone-based plans is unclear; the real cause of housebuilding delays / shortage through the banking of approvals is not addressed. .

Brancaster NDP is a review of their existing one. Holme supports their NDP and in particular their desire for a Dark Skies site on Barrow Common. Comments were also made in regard to their proposed plan to restrict the size of new homes and plans to maintain the distinctiveness of each of the settlements that make up the Brancaster area.

Transport in the Coastal villages was discussed at October’s meeting and comments were sent to Councillor Jamieson. Parish Council generally supported the introduction of 20mph speed limits where feasible. The proposal for reducing speeds on the A149 outside the

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villages was not supported as it was felt driver frustration would have negative impacts plus the Parish Council wanted to protect this Corridor of Movement from further development between villages. Seasonal parking restrictions could be considered and it was noted that a resident had requested these be applied all-year round. No new car parks required but relocation / replacement of existing car parks could provide relief from traffic travelling through the village to gain access to the beach and the nature reserves. Proposal from Brancaster for relief road / bypass between Ringstead and Holkham was strongly opposed. Subject to costs and community approval the Parish Council is looking into the next stage of the process for introducing 20mph zones. A quotation of £2k has been received from NCC for a Safety Assessment to be carried out and the Parish Council is making enquiries with regard to paying for it independently or via a shared arrangement with SSPF partners.

Councillor Jamieson's supports the idea of cycle racks in Beach Road. NCC responded to the government's White Paper on 5 October and a copy will be sent to Holme Parish Council. Transport proposals are intended to protect the AONB, encourage a reduction in car use and promote alternative forms of transport. He would like to see Parish Councils working together as it would reduce costs but accepted that it is a decision for each Council to make. Concern expressed by Councillor Devereux that details of shared cost saving not currently available in order to make decision and the Parish Council wondered if the group approach might slow the process or add to average costs. Councillor Jamieson said TROs would be significantly cheaper if a group approach was adopted. There was some discussion around seasonal parking restrictions and the operation of the Golf Club car park.

Parish Council intends to consult with the local community over 20mph speed limits once it has a clear idea of which parts of the village a Safety Assessment may identify as viable.

NCP's role is to collate submissions from their own survey and those from Parish Council's responding to Councillor Jamieson's plan.

Councillor Jamieson to send a copy of NCC's response to *Planning for the Future* to Holme-next-the-Sea Parish Council

6. Public Participation

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

- Member of the public supported Parish Council's plan to install interpretation boards and cycle racks. However, thought that covers on cycle racks may be obtrusive.
- Member of the public thanked the Parish Council for the purchase of a defibrillator. They also raised concerns about cars parking on the grass verge adjacent to Park Piece on Westgate for visitor access to Redwell Marsh and on Beach Road which limits access for emergency vehicles.

7. Planning Matters

7.1. Applications received subsequent to publication of Agenda

None

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7.2. Applications for comment

7.2.1. **20/01601/F** - Extension and alterations to porch area and proposed cart shed doors Driftwood, 31 Main Road, PE36 6LA – Deadline: 19 November 2020

Parish Council SUPPORTS this application

7.2.2. **20/00737/F** - New dwelling following change of use of builders yard at Builders Yard, Thornham Road – Deadline: 16 November 2020

Revised plan. Councillor Devereux recapped the Parish Council's objection to the original application. Subsequently Norfolk Coast Partnership and the Borough Council have objected on many of the same items as the Parish Council. The Borough Council are also seeking a Section 106 agreement to secure a Principal Homes Condition which means developer needs to be confident that design will meet requirements of Principal Homes market. Revised application has minor alterations – reduction in the height of the roof, replacement of zinc roof with a slate one, programmable smart glazing to prevent light pollution, slight reduction in floor size. However, Parish Council feels that building is still too large for the area and will impact on the AONB. Concern also expressed on the lack of screening for asbestos and access details.

Application not supported by Parish Council.

7.3. Other applications for information

None

7.4. Comments made on applications

7.4.1 **20/01581/F** - Removal of existing conservatory and rear extension, erection of replacement extension. Vine Cottage, 49 Main Road, PE36 6LA – Deadline: 5 November 2020
Parish Council had no objections but commented on the number of extant applications for that site.

7.4.2. **20/00575/F** - extension to Brook Bungalow Beach Road - amended plan – Deadline: 9 November 2020

Parish Council maintained its objections made to original application.

7.4.3. **20/01625/F** - Removal or Variation of Condition 2 of Planning Permission **18/00223/F**: Construction of detached triple garage and orangery extension to dwelling (amended scheme) Vine Cottage 49 Main Road, PE36 6LA – Deadline: 11 November 2020

Parish Council had no objections.

7.5. Decisions reported

7.5.1. **20/01034/F** - 1 & 3 (Studley Cottage & Kitley Cottage), Westgate, PE36 6LF - Construction of new porch, modifications to windows and doors, reconstruct ground floor bathroom with more appropriately pitched roof above, modifications to existing garage
Application Permitted. Delegated Decision

7.6. Appeals and Enforcement

Nothing to report.

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8. Village matters

8.1. Dog waste – increased collections

A request from Councillor Amies to increase the frequency of dog waste collections during school holidays and summer season was made. The Clerk reported that having contacted the Borough Council, to whom the Parish Council pays an annual service charge, the response was that they don't have the capacity to make more than one visit a week. Their suggestion was that the Parish Council consider buying additional bins. This will be considered in the preparation of the 2021/2022 budget, a draft of which will be available at December's meeting.

8.2. Coronavirus pandemic

Councillor Devereux summarised the latest advice from government at national and local levels and welcomed the return of the Borough Council's weekly reports. County-wide coronavirus cases are on the increase per 100,000 population but can be misleading for rural areas like Holme with very small populations. However, for the first time reported cases in surrounding parishes and Hunstanton have begun to appear concurrently. Car parks in the village remain open but the Village Hall has had to suspend bookings.

9. Monthly Report from RFO

9.1. Report

9.1.1. Annual Governance and Accountability Return (AGAR) Update

PKF-Littlejohn (external auditors) have confirmed completion of their audit of the Parish Council's submission and written confirmation is expected very soon as publication is required to be made by 30 November.

9.1.2. Budget preparation for 2021/2022

The RFO intends to start preparing a draft Budget for 2021/2022 which will be circulated to councillors before December's meeting for discussion and comment. Councillors were asked to consider what they would like to see in next year's budget. Items such as a request for more dog waste bins, the national pay award increase for the Clerk / RFO and any capital items need to be considered. If the Council decides to pursue 20mph speed limits then appropriate funds would need to be set aside for enabling Traffic Orders. Council also needs to look where savings can be made.

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9.2 Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
Norfolk CC	Archive materials	£37.50	Bank Transfer – paid 19/10
King's Lynn Samaritans	Donation	£300.00	Cheque 101541
Lawnright	Grass cutting	£333.00	Bank Transfer-paid 19/10
D. Watkins	Land Registry enquiry (overgrown hedge)	£3.00	Bank Transfer
NALC	Budget training	£30.00	Bank Transfer
Cardiac Science	Defibrillator cabinet and insurance	£1182.00	Bank Transfer
British Gas	VH electricity	£39.97	Direct Debit
Ward Gethin Archer	Consultation	£96.00	Bank Transfer-paid 27/10
Earth Anchors	X3 benches	£1069.20	Bank Transfer
D. Watkins	Clerk's salary	£523.24	Bank Transfer
HMRC	PAYE on Clerk's salary	£130.60	Bank Transfer
C. Jones	NDP administration	£202.07	
BT plc	Phone and broadband (October)	£53.58	Direct Debit
D. Watkins	Land Registry (ditch)	£3.00	Bank Transfer
TOTAL		£4003.16	

Agreed unanimously

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Wash and North Norfolk Marine Partnership Stakeholder Group meeting (19 November)**
Councillor Crown to attend.
- **Older People Survey (Alive West Norfolk)** – focusses on older people and developing physical activities and initiatives that will encourage them to live healthy lives. Requested Parish Councillor to complete.
Councillor Burton to complete.
- **Holme Dunes visitor management plan** – Parish Council asked to comment on the Draft plan by 24 November.
Councillor Devereux to organise a meeting for councillors to discuss in detail.
- **Sewage (Inland Waters) Bill 2019-21** – letter sent by Parish Council to James Wild MP asking him to support Private Members Bill and explaining problem of AW pumping sewage into The Hun. A reply was received confirming his support.

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- **Motorcycles on Thornham Dunes** – reports had been received of motorcycles had been seen riding on the dunes on Sunday 8 November.

Clerk to place an alert on the VIN with details of how to contact the Police

11. Date of next meeting of the Parish Council: Tuesday 8 December 2020 (arrangements to be confirmed)

Meeting finished at 8.50pm

Signed Chair:

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