

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 9th
November 2021 at 7pm**

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

In Attendance: Dave Watkins (Parish Clerk) and 2 members of the public

Councillor Devereux informed the meeting that all items under 7.1 on the Agenda (Park Piece) would be deferred to allow for further discussion by councillors.

1. Apologies for Absence and approval of reasons: To receive apologies and reasons for absence
Bob Lawton – Borough Councillor (illness)

2. Declarations of Interest: To declare any personal or prejudicial interests
None

3. Minutes of the Parish Council Meeting held on Tuesday 12 October 2021

3.1. Approval

These had been pre-circulated.

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 12 October 2021 be confirmed as a true record and be signed by the Chair.

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

(3.2) Community Infrastructure Levy (CIL) bid – Clerk reported that the Parish Council's tenant had been informed of the impending works and start date (end of week / beginning of next). A VIN will be issued and all households to the north of the works to receive a leaflet explaining what is taking place and when. Permission has been given for overnight storage of equipment on the adjacent caravan site.

(5) Camper on Green Bank – Police have been notified and asked to make a welfare check. The local Purfleet Trust homeless charity are also aware and have made contact with the camper.

(8.2) Beach Road traffic and Golf Club Car Park – Golf Club Secretary confirmed that residents can obtain free parking permit on production of proof of address. VIN circulated.

(8.3.2) Defibrillator signs – 6 signs purchased.

(10.1) DEFRA - Local Nature Recovery Strategies (LNRS) – Parish Council's response to the government's consultation had been submitted before 2 November deadline.

4. Reports: To receive the following:

4.1. County Councillor and District Councillor reports

None

Signed Chair



Date 11/1/22

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

A question was asked about the current position with regards to establishing a footpath, avoiding the A149, between Holme and Thornham. Councillors explained that previous discussions had taken place about routes but land ownership issues had made this difficult. The Parish Council will look again at this and involve their counterparts at Thornham Parish Council whilst also updating their knowledge of local land ownership.

A supplementary question was asked about the status of a footpath which runs eastwards from Eastgate for approximately an eighth of a mile. It was noted that although this had been an historic route to Thornham it had been shown as terminating at the current location within living memory.

6. Planning matters

6.1. Applications received subsequent to this agenda

6.1.1. - **21/02152/F** - Conversion of bungalow to chalet bungalow. Imola, 1 Main Road, PE36 6LA
Expiry 29 November

It was noted that the Design and Access Statement was not included in the Application. Concerns were expressed over the following – design, significant increase in size, in terms of floorspace and height, neighbour amenity, car parking provision, and durability of materials to be used. It was also noted that there was thought to be an additional accommodation unit on the site but this was not shown as such on the plans and a question was raised about the area included in the red line at the northern end of the site.

Decision: Object – unanimous

6.2. Applications for comment

6.2.1. – **21/01775/F** - Erection of single storey insulated timber garden office to enable working from home at 15 Barnwell Cottages, Aslack Way, PE36 6LP

Decision: Support – but request conditions on lighting of structure and along path from main building

6.3. Other Applications for information

6.3.1. - **21/00123/TPO** - 2/TPO/00049 and 2/TPO/00051: T1 Sycamore - Dead - Remove. T2 Elm - Dead - Remove. The Manor House, 3 Chalk Pit Road, PE36 6LW

6.4. Comments made on applications

6.4.1. – **20/02070/F** - Construction of a two storey dwelling following demolition of existing dwelling at The Tower, Broadwater Road, PE36 6LQ

Parish Council's previous objections were maintained and it was noted that the Environment Agency's comments on the Flood Risk Assessment had now been received plus an Ecology Report, both of which had highlighted areas of concern raised in the consultation response.

6.5. Decisions reported

6.5.1. – **21/01640/F** - Journeys End, 36 Kirkgate, PE36 6LH - Erection of a single storey, timber framed garden room. Application Permitted. *Delegated Decision*

Signed Chair



Date 11/1/22

6.5.2. - **21/00205/TREECA** - Whitehall Farm, 26 Kirkgate, PE36 6LH - 1. Reduce height of mixed hedging to 2.5m and thin the planting 2. Deadwood and crown clean the trees in the park and in the woodland . 3. Crown reduce by 1.5m and crown clean 5 field maples and crown reduce by 1.5m one fruit tree within a Conservation Area. Tree Application - *No objection*

6.5.3. - **21/01680/F** - Thurlow Cottage, 16 Eastgate, PE36 6LL - Extensions & alterations to dwelling, and cart shed Application Permitted. Delegated Decision

6.6. Appeals and Enforcement

6.6.1. - Parish Clerk reported back on some correspondence that had been sent to Enforcement following some information that had been received from a parishioner regarding activities and works on a field in Beach Road owned by Mr McGinn which is subject to an Order and Injunction. Councillor Amies asked for an update on the advertisement sign which should have been removed by now.

Parish Clerk to contact Enforcement about removal of advertising sign in Beach Road

7. Village matters

7.1. Park Piece

7.1.1. Crassula helmsii

7.1.2. Donation

Both items were deferred to allow councillors more time for discussion and consideration.

7.2. Hedge maintenance (Councillor Burton)

Councillor Burton expressed his concerns about the selective nature in which the Parish Council informs parishioners and landowners of the need to maintain their hedges.

Parish Clerk to issue a VIN requesting that all householders and landowners maintain their hedges

7.3. SAM locations (Councillor Burton)

Councillor Burton noted that the SAM2 monitors are not moved as often as advised by the Highways Department and he felt that coverage around the village is therefore compromised. The Chair noted that she had recently been in discussions with Westcotec and Highways about solutions to some of the issues surrounding the traffic monitoring system and a paper outlining a potential solution had been circulated for consideration as a 2022 budget item. Councillor Burton also pointed out that both posts and permissions for monitoring locations were required from Highways.

7.4. Parish Partnership Fund

Parish Council considered a number of items that could be submitted as bids to the County Council's 2022 / 2023 PPF scheme – footpath / trods at bus stops located on the northern side of the A149 (junctions with Beach Road and Peddars Way) and purchase of a SAM2 / fixed unit for Main Road.

Parish Clerk to contact Highways regarding eligibility, viability and costs of potential bids

8. Monthly Report from RFO

8.1. Report

Monthly internal financial check for September conducted by Councillor Crown 13 October 2021.

Two outstanding invoices required signing by one of the bank signatories.

Signed Chair



Date 11/1/22

8.2. Budget preparation 2022/2023

A summary of Expenditure and Income for the previous 5 years had been pre-circulated to councillors. Items suggested for next year's Budget included - Queen's Jubilee celebrations; a new projector; upgrade of SAM2 monitoring; maintaining budget for fees associated with professional and legal advice; a new fire door for the Village Hall; an upgrade to Wi-Fi provision for the Village Hall; upgrading the Zoom subscription.

Responsible Finance Officer to incorporate costings into revised Budget for next meeting

8.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
British Gas	VH electricity	£157.83	Direct Debit
Mr D.T Watkins	Defibrillator signs	£22.73	Bank Transfer
Payroll	Staff salaries	£546.76	Bank Transfer
HMRC	PAYE on salaries	£136.80	Bank Transfer
BT plc	Telephone and broadband (October)	£65.10	Direct Debit
Mr R. Burton	X2 apricot trees for Park Piece	£63.50	Bank Transfer

Agreed unanimously

9. Standing Orders (Councillor Amies)

IT IS RESOLVED THAT: The Standing Orders at Item 9 are hereby adopted by the Parish Council to provide good quality governance and management of the Parish Council and will take immediate effect subject to the proviso that if any matter arises which is not covered by the Standing Orders adopted, the Model Standing Orders provided by NALC will apply.

Standing Orders had been previously circulated to all councillors prior to the meeting

Agreed unanimously that these Standing Orders be adopted by Holme-next-the-Sea Parish Council Parish Clerk to organise for print copies to be made and circulated to councillors

Meeting confirmed that the Parish Council would look next at reviewing its Code of Conduct followed by consideration of a Complaints Policy

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Environment Agency – re: bund across golf course** – Councillor Devereux reported that following a site meeting with the EA last December, they had agreed to investigate whether the bund, which forms part of the village's sea defences and is now in need of repair, could be included on their Asset Register. A recent communication has revealed that although EA repaired the bund following the 2013 inundation they no longer consider it their responsibility which is limited to hard engineered defences and were unable to offer a point of contact in the Strategic Flood Alliance.
- **River Hun levels** – EA also questioned on if they could explain higher water levels in the Hun and the marshes. They were not able to do so but agreed to organise for officers to walk the complete length of the river and report back.

Signed Chair



Date 11/1/22

- **Golf Club Car Park at Holme** – Parish Council acknowledged receipt of an email from Hunstanton Golf Club regarding some of their thoughts on the future of the car park once the lease expires in June 2022 which requested comments.

Parish Clerk to collate councillor responses before replying on behalf of the Parish Council

- **Road closure of A149 Old Hunstanton (update)** – reported that bridge was expected to open the following afternoon

11. Date of next meeting of the Parish Council Tuesday 14 December 2021

Signed Chair



Date 11/1/22