

HOLME-NEXT-THE-SEA PARISH COUNCIL

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

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

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

1. **Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence
Councillors Jamieson and Lawton (meetings clash)

2. **Declarations of Interest:** To declare any personal or prejudicial interests
Councillor Amies declared a non-pecuniary interest in Item 6.2.1. as a near neighbour

3. **Minutes of the Parish Council Meeting held on Tuesday 11 October 2022**
 - 3.1. Approval
These had been pre-circulated.
3.1.1. Councillor Cole asked that item 3.2 (Park Piece Survey) read **Councillor Cole agreed to contact Councillor Crown (Chair of Park Piece Working Party)**
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 11 October 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) Common Rights – search for map of Common Rights Land continues
 - (9.1) Old Hunstanton NDP review – Chair reminded Parish Council that deadline (5pm on Friday, 11 November 2022) for submissions is approaching and that any comments should be sent to her
 - (8.2) Interest rates – Clerk had circulated some information about rates available for different types of account (easy access, notice and fixed rate)
Clerk to liaise with Councillor Norman on options and what penalties apply to fixed term accounts for withdrawals
 - (5) Fencing on Common Land -Councillor Crown had observed that about 20 posts have been renewed but the extent of the area enclosed is less than the previous year. Additionally, noted that the beach is privately owned land and not Common Land but that parishioners with specific Common Rights are allowed to exercise them.

4. **Reports:** To receive the following:
 - 4.1. County Councillor and District Councillor reports
None

 - 4.2. Meeting with KL&WNBC planning Officers – 17 October (Councillor Devereux)

Signed Chair *LS Devereux*

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Report had been pre-circulated. Councillor Devereux had a meeting with Borough Council Planning Officers in regard to the amended Application for Westfield, 27 Peddars Way. Focus was on HNTS Policy 16 of the Neighbourhood Development Plan which covers replacement dwellings and how floorspace is calculated. Officers said they were supportive of the Parish Council's approach. An Appeal against the decision on the original Application has been made by the Applicants to the Planning Inspectorate (PINS) to which statements have to be submitted by 25 November 2022.

4.3. Borough Council Planning Update session – 18 October (Councillor Devereux)

Slides from the session had been pre-circulated. Local Plan examination has started and Councillor Devereux has registered to participate at the Hearing sessions in December and January and has been supported in preparing background by Councillor Cole. Announcement that the Enforcement team is to be expanded and that new Levelling-Up legislation will give more force to deal with breaches. Noted that staff turnover in Planning is still high including the Tree and Conservation Officers.

4.4. Saxon Shore Parish Forum (SSPF) 27 October (Councillor Devereux)

Notes from this meeting had been pre-circulated – minutes expected. A copy of the Minutes of the previous meeting have been obtained for the Clerk to circulate. Main items of discussion were around issues of disturbance around Tennis Week; increasing fire risks; forthcoming Council elections in regard to recruitment; high levels of Planning activity and poor officer response.

Clerk to circulate Minutes of SSPF (30 June 2022)

4.5. Hunstanton Mayor's Reception – 4 November (Councillor Amies)

Councillor Amies had attended but found the event of limited relevance to the Parish Council

- 5. Public participation: Resolution** *To adjourn the meeting for up to 15 minutes for Public Participation*
Member of the public asked if the Parish Council would support the installation of "Oncoming vehicles in middle of the road" signs either side of the bridge over the River Hun on Beach Road.

Clerk to contact Highways for advice

6. Planning matters

6.1. Applications received subsequent to this agenda

None

6.2. Applications for comment

6.2.1. - **22/01390/F** – Installation of parking ticket machine and pole-mounted automatic number plate recognition camera at PRIVATE Car Park, Beach Road. Amendment. Expiry date – 22 November
Parish Council's previous comments related to the size of the development, its capacity, queuing, operating hours, overnight camping, signage, drainage and lighting. Therefore, Parish Council had not objected but asked for conditions, relating to the above, be met, if consent given.

Highways were concerned that 24/7 charging would encourage vehicles to park elsewhere in the village in inappropriate locations especially if seasonal regulations were in force. Consequently, they

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requested a review of existing waiting restrictions in response to the proposal to introduce automated parking charges.

Agent's response: no changes to capacity or operating hours; height barrier to remain in place; no new drainage or landscaping. However, amended application indicates a reduction in signage.

Concern expressed by the Parish Council that the Borough Council are not fully aware of the impact this development may have on the village.

Decision – Consultation response to be submitted and Chair to send letter to Borough Council's Planning Manager / Assistant Director and to Norfolk County Council. Also proposed to organise a meeting of stakeholders.

6.2.2. – **22/01130/F** – Proposed single storey 1-bedroom dwelling and demolition of the remaining part of the conservatory at Journeys End, 36 Kirkgate, PE36 6LH. Expiry date – 23 November

This involves division of the site of an important unlisted building in the Conservation Area. Noted that Application is for a small dwelling that meets the requirements of the Neighbourhood Development Plan (NDP) and will have little impact on the street scene. Some concerns were expressed over access, use of non-local materials, impact on mature trees and the parking space on Kirkgate (outside property?).

Decision – to comment on concerns / seek clarification from the Borough Council on the issues raised by the Parish Council

6.3. Other Applications for information

6.3.1. - **22/01804/F** - Proposed Roof Terrace, Waterside Bar, Beach Terrace Road, Hunstanton, PE36 5BQ – Expiry date – 14 November

Councillor Amies was concerned about effects of light pollution on Holme if this Application is given approval. Hunstanton Town Council supporting Application as it meets policies within their NDP. Looking at the topography between Hunstanton and Holme, and the distance from the Application site, it could not be fully established what impact this proposal would have in terms of light pollution.

Decision – no comments

6.3.2. – **22/00202/TREECA** - T1 - eucalyptus. Fell. T2 - poplar. Fell T3 - apple. Fell R1 - mixed hedge (prunus, hawthorn, dead elm) – Remove. Brownsea, 44 Beach Road, PE36 6LG

Noted that some trees have already been felled.

Clerk to contact Tree Officer to ask if permission granted

6.3.3. – **22/00203/TREECA** - T1: dead laburnum tree in the front garden of Emily Cottage. Fully remove dead tree. Emily Cottage 27 Kirkgate, PE36 6LH

6.4. Comments made on applications

None

6.5. Decisions reported

6.5.1. – **22/01213/LDP** – Terns, 49 Peddars Way, PE36 6LD - Extension to rear of existing garage. Not Lawful. 17 October 2022. *Delegated Decision*

Signed Chair 

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6.5.2. – **22/00114/NMA_1** - Flaxley House, Broadwater Road, PE36 6LQ - NON-MATERIAL AMMENDMENT TO PLANNING PERMISSION. 222/00114/F: Extensions and alterations to dwelling. Application Permitted 17 October 2022. *Delegated Decision*

6.5.3. – **22/01525/F** – Homefields, Peddars Way, PE36 6LD - Single storey extensions and alterations to bungalow. Application Permitted 25 October 2022. *Delegated Decision*

6.6. Appeals and Enforcements

6.6.1. – **21/00457/F / APP/V2635/W/22/3298653** - Planning Appeal Notification for Westfield, 27 Peddars Way -Demolition of existing bungalow, construction of detached two-storey dwelling with garage and garden room. Responses by 25 November 2022

Notice of an Appeal has been received by the Parish Council. Councillor Devereux to draft a statement.

6.6.2. - **22/00486/UNOPDE** - Land S of 60 And E of 71, Beach Road. Breach: Alleged Unauthorised operational development

Enforcement re-opened the case file on 13 October. Northern part of the field is being sold by auction on 15 November. Noted that another section of the field (middle) is also up for sale.

6.7. Solar Design Considerations in Planning Applications

CPRE Guidance pre-circulated to councillors following consideration of an Application at October's meeting that included installation of solar panels for which the Parish Council does not have an existing policy. This is a 10-point plan that applies to all buildings. Noted that Applications involving listed buildings / Conservation area setting may still require reference to more detailed guidance.

Proposal from Councillor Devereux for Parish Council to adopt CPRE Guidance when assessing future Applications for the installation of solar panels.

Agreed - unanimously

6.8. RTPI National Awards – nomination and financial support for attendee(s)

Holme's NDP is a finalist in the RTPI National Awards Ceremony to be held in London 30 November. Councillors Devereux and Norman wished to represent the Parish Council and asked for a contribution towards their venue attendance, travel, accommodation and subsistence which has been estimated at approximately £800.

Resolution: for the Parish Council to provide financial support to Councillors Devereux and Norman as indicated. Proposed: Councillor Burton. Seconded: Councillor Amies

Agreed - unanimously

7. Village matters

7.1. Traffic Regulation Order – to consider any further action on TRO issued by NCC relating to Hunstanton Golf Club – June 2022 (Councillor Amies)

Councillor Amies outlined options available i) Judicial Review is both time consuming and expensive. ii) seek a Legal Opinion from a barrister about what legal rights exist for access. iii) make a Freedom of Information request for correspondence between Norfolk County Council and the Golf Club.

Concern expressed at potential costs of legal fees involved. Councillor Cole suggested a letter of complaint may suffice.

Agreed – Cllr Amies to write a formal letter of complaint to Norfolk County Council (NCC)

7.2. SAM2 – new locations

Following a successful bid to NCC's Parish Partnership Fund for a contribution to the purchase of a new SAM2 the Parish Council needed to decide on new locations for the unit. A number of sites had been suggested by the Parish Council and these have been discussed with the Highways Department.

Agreed locations – i) Eastgate - outside No.15 ii) Peddars Way – entrance to Park Piece iii) Westgate – adjacent to dog waste bin and seat. Parish Clerk to proceed to place order.

8. Monthly Report from RFO

8.1. Report

The Parish Council has received a Community Infrastructure Levy (CIL) payment from BCKL&WN of £6,074.56. The Parish Council has to spend the monies on community infrastructure within 5 years and has to submit an annual report even if no expenditure has been incurred.

Details of the 2022/2023 National Pay Award for local government employees was announced on 2 November. Agreement has been reached on rates of pay applicable from 1 April 2022. Hourly rates will increase by £1.00 for all grades.

8.2. Budget 2023/2024

Circulated to Parish Council on 2 November for information. In most cases an allowance of 10% for inflation has been given except for energy costs (100%). Consideration has also been given for the following: rent reviews; Coronation of King Charles III; Council elections (May 2023); CIL payment; 2023/2024 Staff Pay Award. Parish Council is also asked to consider purchase of any capital items (provisional £2K has been included).

8.3. Invitation to Bid for Parish Partnership Fund 2023/24

Deadline for submissions is 9 December 2022.

Clerk to contact Highways to determine level of support for “Concealed Entrance” sign at Park Piece, Peddars Way (agreement in principle received from NCC), “Oncoming Vehicle...” signs (see Item 5) and 30mph sign move in Beach Road (southern end when turning off A149).

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8.4. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
Westcotec	Annual streetlighting maintenance	£125.28	Bank Transfer
British Gas	Village Hall electricity	£83.38	Direct Debit
Payroll	Staff salaries	£539.72	Bank Transfer
HMRC	PAYE on staff salaries	£134.80	Bank Transfer
Lawnright	Grass-cutting (September/October)	£490.00	Bank Transfer
BT plc	Telephone and broadband (October)	£74.62	Direct Debit

Agreed unanimously

9. Correspondence

9.1 Any correspondence not otherwise on the Agenda

- **Redwell Marsh** – details of the recent work undertaken by Norfolk Ornithologists Association (NOA) to improve access across Redwell Marsh was reported
Clerk to write to NOA with a letter of thanks
- **Rural Mobility in Parishes Survey conducted by Transport East – deadline 16 December**
Councillor Norman to complete on behalf of Parish Council
- **Community Infrastructure Levy bids** – Clerk had circulated details reminding Parish Council that next round of bids commence 1 January 2023

10. **Date of next meeting of the Parish Council** Tuesday 13 December 2022

11. **Resolution:** To exclude the Press and Public for subsequent Agenda items under the Public Bodies (Admission to Meetings) Act 1960 due to the nature of the business being discussed.

Agreed - unanimously

Signed Chair

LS Devereux

Date 13/12/22