

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 14th
November 2023 at 7pm**

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

In Attendance: Dave Watkins (Parish Clerk) and 3 members of the public

1. **Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence
Borough Councillor Tom de Winton (other commitment)

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

3. **Minutes of the Parish Council Meeting held on Tuesday 10 October 2023**
 - 3.1. Approval
These had been pre-circulated
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 10 October 2023 be confirmed as a true record and be signed by the Chair.

 - 3.2. Matters arising from the minutes (non-agenda items)
 - (3.2) Grass-cutting outside Poplars and weed growth on Launditch
Clerk to chase
 - (3.2) White Horse registration as an ACV
Councillor Hulme to complete
 - (3.2) Subscription to Planning online service – following a 1 month trial the Parish Council considered taking out a regular subscription.
Agreed - 1 year subscription of £495. Clerk to activate
 - (5) Public participation – Village Pond – evidence provided by NCC Highways that they have no responsibility for the pond and expect the adjacent landowner to undertake their riparian duties.
Clerk to contact Norfolk Ponds Project and Freshwater Habitats Trust for advice and information.
 - (5) Public participation – blocked drains
Clerk confirmed that these were cleared on 9 November
 - (7.2) Plaque – Village Hall picnic table
Clerk confirmed this was ordered and delivered at a cost of £62.68 inc VAT and delivery
 - (7.3) Busseys Lane sign – Highways have no objection but would require
 - more detailed plan for its location
 - confirmation that any adjacent property owners are happy with the proposal
 Noted that parishioners would already be familiar with this route to the beach and given the potential difficulties associated with the requirements for placing the signpost no action was agreed at present.

Signed Chair

LS Devereux

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(9.1) Correspondence – Afforestation Project – presentation to be given at the next Saxon Shore Parish Forum on 14 December at Thornham Village Hall

(9.1) Correspondence - Permissive Footpath between Drove Orchards and Holme

Correspondent contacted after October's meeting

4. Reports: to receive the following

4.1. County Councillor and District Councillor reports

None

4.2. Village Hall Committee (Councillor Norman)

A Cleaning Party has recently tidied and cleared the Village Hall.

Proposal to increase the hire charges of the Village Hall (from £12 to £20 per session and £60 per day) was proposed by Councillor Norman and seconded by Councillor Hulme.

Agreed – 5 in favour, 1 against and 1 abstention

4.3. Planning Update – 18 October (Councillor Amies)

Councillor Amies was unable to attend but Clerk had circulated slides from the meeting to the Parish Council

4.4. Wash Barrier event – 3 November – (Councillor Devereux)

Councillor Devereux had circulated notes from the event prior to this meeting. Although well-attended, little new information was provided. Noted that the CEO of Centre Port had stated that normal timescale for projects of this kind were 7 years planning and 7 years implementation. However, Councillor Devereux pointed out that the government's Nationally Significant Infrastructure Projects (NSIPs) Action Plan (2023), seeks to "fast-track" these types of projects and could be a factor in reducing the time period for a decision on whether to proceed.

Councillor Burton concerned at the effects that a barrage across The Wash would have on the north Norfolk coast in diverting tidal surges. Location of where a roadway across the Wash would reach Norfolk still very unclear as proposed alignment has varied since the project was launched. Also noted that few stakeholders have been contacted by Centre Port to discuss the proposals.

Councillors Hulme and Amies asked about how opposition was being organised. Councillor Devereux felt that lack of information about the plans made it difficult to mount credible protests at present but noted that the Norfolk Coast Partnership had offered to act as coordinators for the Saxon Shore parishes. However, no statement from them as yet. Suggested that NCP could be invited to a Saxon Shore Parish Forum or special meeting to listen to their ideas and way forward.

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

Member of the Holme History Group extended an invite to the Parish Council to attend the next group meeting on 14 December to hear a presentation from the Docking Heritage Group about their experience of conducting archaeological digs in the local area.

Local resident informed the meeting that he had written to the Borough Council's Conservation Officer regarding the history of the 4 white cottages on Beach Road and received a reply to

Signed Chair

LS Devereux

Date 12/12/23

acknowledge receipt of the letter and an apparent misunderstanding regarding the three architects involved in their history but nothing further at this stage.

6. Planning matters

6.1. Applications received subsequent to this agenda

6.1.1. - **23/01926/F** - Formation of new vehicular access. Beach House, 3 Beach Road PE36 6LG.

Expiry 5 December

Agreed – having only received the invitation to comment the afternoon of the meeting it was decided to follow the Planning Protocol under Standing Order 15b (xv) and report back and approve at December’s Parish Council meeting

6.2. Applications for comment

None

6.3. Other Applications for information

6.3.1. – **23/00224/TREECA** - Church Cottages, 8 Kirkgate, PE36 6LH. 2 X overgrown Ielandi trees to be removed.

6.3.2. - **23/01990/F** - Reposition the existing vehicular access into the site. Landscaping & tree works to extend the existing car park. Insert pedestrian gate in a roadside boundary wall. Change the colour wash of the pub walls from Blue to White. The White Horse 40 Kirkgate, PE36 6LH

6.3.3. – **23/01991/LB** - Listed Building Application: Reposition the existing vehicular access into the site. Landscaping & tree works to extend the existing car park. Insert pedestrian gate in a roadside boundary wall. Change the colour wash of the pub walls from Blue to White. The White Horse 40 Kirkgate, PE36 6LH. Awaiting parish consultation. No documents available.

6.4. Comments made on Applications

None

6.5. Decisions Reported

6.5.1. – **22/01884/F** - Eastgate Barn, Eastgate. Change of use from agricultural including the demolition of the existing barn and the replacement with five new dwellings. Application Permitted 11 October 2023. *Committee Decision*

6.5.2. – **23/01604/F** - Thurlow Cottage, 16 Eastgate, PE36 6LL. Variation of Condition 2 of Planning Permission 21/01680/F: Extensions and alterations to dwelling, and cart shed. Application Permitted 10 October 2023. *Delegated Decision*

6.5.3. – **22/02107/F**- Beamish, Broadwater Road, PE36 6LQ. Proposed extension and alterations to existing dwelling and detached garage. Application Refused 16 October 2023. *Delegated Decision*

6.5.4. – **23/01131/F** - The Tower, Broadwater Road, PE36 6LQ. Replacement of conservatory type building on former water tower in residential use. Application Permitted. 16 October 2023. *Delegated Decision*

6.5.5. - **23/01573/LDP** - Land S of 60 And SE of 71 Beach Road. Lawful Development Certificate; Proposed Excavation of a basin in the west of the field to catch and hold standing water in order to enrich biodiversity. Application Withdrawn 19 October 2023. *Withdrawn Application*

6.6. Appeals and Enforcement

6.6.1. - **23/00266/UNOPDE** – Tanholt, Broadwater Rd – Clerk reported that this has been chased again and Enforcement are liaising with the agent and an Application is expected by the end of November.

6.6.2. – **23/00459/UNAUTU** – land adjoining Thurlow Cottage, 16 Eastgate – Clerk reported that he had been informed of the decision by Enforcement but was waiting for confirmation that the property owner had been informed before being able to announce publicly.

6.7. Local Plan consultation (Councillor Devereux)

Parish Council has submitted detailed comments on both spatial and transport strategies. The main points were:

- Criteria used for scoring within the settlement hierarchy which underpins the distribution of growth was criticised. Access to buses is given as 3 points whilst rail is just 1.
- Windfall Housing Over-Reliance – 43% of those remaining to be delivered. Policy LP02 : Residential Development on Windfall Sites within and adjacent to Rural Settlements is a concern.
- 4000 houses expected to come from windfall – without planned allocations there is a concern that they will be attracted to the north of Borough
- For the Small Villages and Hamlets (SVAHs), Policy LP02 permits up to two houses per site outside the Development Boundary. There is no upper limit on the number of sites, which the Parish Council felt, will lead to an unsustainable pattern of unplanned development in the countryside.

6.8. Levelling Up and Regeneration Bill (Councillor Devereux)

Key points:

- 35 ways in which LURB expected to change planning system and practice
- about 13 of direct interest to HNTS
- Secondary Legislation still to be enacted
- Intended that there will be more central government policy control over general policy issues through the use of NDMPs (National Development Management Policies)
- Area-Wide Design Codes for all Local Planning Authorities
- EU processes of EIA & SEA to be replaced by Environmental Outcomes Reports
- Simpler alternative to NDPs are to be introduced – Neighbourhood Priorities Statements. Scope of NDPs to be based on a more prescriptive approach.
- Enforcement of planning rules to be strengthened
- Discretionary Council Tax Premium on Second Homes is also to be introduced

Councillor Amies queried the timing of the drafting and introduction of secondary legislation and whether the Borough should have an input to make sure that local concerns were taken into

Signed Chair 

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account. Councillor Devereux agreed to write to Borough Council Leader (Terry Parish) for his ideas and thoughts on this.

7. Village Matters

7.1. Parish Partnership Scheme

After considering various options for locations, quantities and style for installing cycle racks with funding support from the PPS, the following was agreed by the Parish Council:

- 3 cycle racks at the Village Hall in Kirkgate
- 3 cycle racks on the Orchard Land, Beach Road
- All racks to be Sheffield style
- A PPS bid to be submitted to NCC for a 50% contribution towards the £800 cost of installation

Clerk to submit bid by deadline of 8 December 2023

7.2. Park Piece - Path Project (Councillor Crown)

Following a Public Survey of users of Park Piece the Parish Council commissioned West Norfolk Disability Information Service (WINDIS) to undertake an audit on how to improve accessibility to this space. Providing level access across the two bridges from Westgate onto Park Piece and an all-weather path between the two was considered as a priority.

Clerk to draw up a specification and obtain 3 quotes for the work to be undertaken

7.3. Village Hall parking (Councillor Hulme)

Councillor Hulme suggested some form of barrier be installed to prevent unauthorised parking from campervans and builders' vehicles.

Views of Village Hall Committee to be sought.

8. Monthly Report from Responsible Finance Officer (RFO)

8.1. Report

The National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024. For all spinal points to 43 the agreed award for staff was a flat rate payment of £1,925. For the member of staff employed by the Parish Council this equates to an increase of £1 per hour backdated to 1 April 2023. Employers have been encouraged to implement this pay award.

Agreed – to implement pay award for 2023/2024

Monthly internal financial check for October carried out by Councillor Crown 9 November 2023.

Some outstanding signatures required for invoices.

Clerk to organise signing of outstanding invoices

8.2. Budget 2024/2025

Parish Councillors were circulated a Draft copy of the Budget for 2024 / 2025 requesting feedback. Some amendments have been made to the Draft but further decisions are required on a number of expenditure lines.

In most cases a 5% inflationary increase on expenditure has been assumed unless stated.

Signed Chair

LS Devereux

Date 12/12/23

Agreed

- add £495 to Subscriptions to cover 1 year's subscription to Planning online
- add £2k to Website
- remove £6k from Traffic Fees
- enquire into the cost of refurbishing / replacing Village sign

Councillor Devereux reported on a meeting with the Chair of Holleys Charity who detailed their efforts to address some of the problems they are encountering, some of them legal. It was mentioned that they had been unsuccessful in an application to the Village Trust for funding. The Trustees present pointed out that the application was made many years ago and also that the Village Trust's constitution prevents them from providing support with funding cases involving legal costs.

8.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
British Gas	Village Hall electricity (September)	£78.59	Direct Debit-paid 11/10/23
King's Lynn and West Norfolk Borough Council	Uncontested Parish Council Election fee - May 2023	£54.60	Bank Transfer
Brunel Engraving Co	Coronation plaque	£62.68	Bank Transfer-paid 23/10/23
Payroll	Staff salaries	£619.18	Bank Transfer
HMRC	PAYE on staff salaries	£156.78	Bank Transfer
British Gas	Village Hall electricity (October)	£122.87	Direct Debit
BT plc	Telephone and Broadband (October)	£80.06	Direct Debit
Lawnright	Grasscutting	£135.00	Bank Transfer

Agreed unanimously

9. Correspondence

9.1. Any correspondence not otherwise on the Agenda

- **Polling District Review** – Borough Council consultation looking at polling districts and location of polling station. Deadline for responses is 24 November.
Parish Council considered the current provision for Holme-next-the-Sea was satisfactory and therefore did not need to respond
- **Biodiversity Policy**– Parish Council required by legislation to have considered at a meeting by 1 January 2024. Then required to produce policies and objectives with a 5-year review period.
Councillor Devereux to produce Draft Policy and circulate to Parish Council in advance of a decision to adopt at next meeting
- **West-Norfolk Disability Information Service** – request for a donation could not be met as unclear how many local residents make use of the service, which is a condition the Parish Council has to consider.

Signed Chair

LS Devereux

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- **23/00580/F -Conversion of existing agricultural barns including change of use (C3) to a private detached dwelling and associated works at Barns North of Thornham Road –** Councillor Norman will be representing the Parish Council at the Planning Committee, Thursday 16 November.

10. Date of next meeting of the Parish Council Tuesday 12 December 2023

Signed Chair *LS Devereux*

Date 12/12/23