

HOLME-NEXT-THE-SEA PARISH COUNCIL

Minutes of a Meeting of the Parish Council in the Village Hall, Kirkgate, on Tuesday 11th October 2016 at 7 pm

Present: Kevin Felgate (Chairman) Gillian Morley
Lynn Devereux Robert Burton
Margaret Easton Geoff Needham
Martin Crown
In Attendance: Christina Jones (Clerk)

There were 3 members of the public present. Councillor Felgate welcomed everyone and thanked them for their attendance. He also welcomed Councillor Crown to his first meeting.

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

There were no apologies for absence.

2. Declarations of Interest.

There were no declarations of interest.

3. Confirmation of Minutes.

It was **RESOLVED** (unanimously) that the Minutes of the Meeting held on 6th September 2016 be confirmed as a true record and signed by the Chairman after the words 'has been' were altered to 'will be' on Page 429 Item 10(a) Line 4

4. Matters arising - for information only.

(i) Councillor Burton confirmed that the Village Hall Committee had received the legacy and presented a cheque to repay the short term loan from the Parish Council arranged at the last meeting. The chairs should arrive next week.

(ii) The Clerk confirmed that the Settlement Hierarchy Form had been returned by email but there had been no acknowledgement.

5. Information Items

(a) Borough Council of King's Lynn and West Norfolk (BCKLWN).

The Clerk reported that there was nothing affecting Holme-next-the-Sea on the September Agenda and Minutes and suggested that in future a Councillor may be interested in sourcing this information as there were other items of interest not necessarily affecting Holme-next-the-Sea. She will liaise with Councillor Easton.

(b) Norfolk Coast Partnership (NCP) - 'Wide Skies' Autumn 2016 and River Hun funding refusal.

The above information had been circulated and attention was drawn to the Dark Skies Project relating to the reduction of light pollution in the Area of Outstanding Natural Beauty (AONB). Councillor Easton agreed to investigate further.

(c) Norfolk Association of Local Councils (NALC) - Newsletters dated 2nd, 9th and 16th September 2016.

(d) Norfolk County Council (NCC) - Silica Sand Review amendment.

(e) Bus Service Changes - Lynx and Stagecoach.

Items (c), (d) and (e) had been circulated for information and required no discussion.

(f) BCKLWN Planning Department - Workshops 'Considerations when Determining Planning Applications'.

The Clerk will book places for Councillors Devereux and Crown on Wednesday 23rd November 2016.

6. Public Participation

It was **RESOLVED** (unanimously) that the meeting be adjourned for 15 minutes for public participation.

(a) Public Participation.

There were no issues raised by the public.

(b) Borough Councillor Report.

There was no Borough Councillor report. (Apologies were sent later due to holidays).

7. Planning Applications.

(a) Any Planning Applications received subsequent to this Agenda.

16/01726/F (i) Dormer window on second floor: Proposal for the creation of a new dormer window to match existing. **(ii)** Lead Clad: Proposal for the cladding in lead of the existing dormer windows cheeks.

(iii) Window on First Floor: Proposal for the creation of a new window to match ground floor windows.

All at Holmbush, Drove Orchards, Thornham Road, Holme-next-the-Sea.

Papers had been circulated and the response date was 1st November 2016. After discussion it was

RESOLVED (unanimously) that no objections be raised as the proposals would not impact on others.

(b) Other Planning Matters.

(i) Campaign to Protect Rural England (CPRE) - Proposed Housing Targets.

Information had been circulated regarding a proposal to ensure that no new sites be allocated for house building in the revised Local Plans to 2029 or 2036 currently under consideration until all existing allocations have been used. After discussion it was **RESOLVED** (unanimously) that the Chairman sign the pledge to support the CPRE in this campaign.

(ii) Borough Councillors - Proposed meeting.

The proposal to meet with the three Ward Borough Councillors had been prompted by the issues surrounding the Planning Application for mobile homes at Eastgate although there were other issues giving cause for concern. The Clerk had contacted Councillors Bower, Beal and Bird suggesting a meeting towards

the end of October and would report when replies were received.

(iii) **Neighbourhood Planning Bill** - Minister's letter.

This has been forwarded by NALC for circulation to Councillors and mostly relates to the strengthening of the Neighbourhood Development Plan (NDP) process although there was one paragraph giving possible cause for concern. It stated that 'planning conditions which require developers to take action before work starts are only used where strictly necessary.....'

(iv) **NALC** - Legal Topic Note (LTP) 59 'Rights of Local Councils to be notified of Planning Applications and Decisions' and Community Led Housing Survey.

This information had been circulated and Councillors were reminded that a number of LTPs were listed on the NALC website. The Community Led Housing Survey had a number of possibly useful website addresses.

(v) **Listed Buildings** - BCKLWN Response.

The Clerk reported that Ms Pamela Lynn, the BCKLWN Conservation Officer, had given information regarding the process in place with Historic England (formerly English Heritage). She would answer queries but it was clearly down to the Parish Council to make an application if required.

(vi) **16/01201/LB** Application permitted for colourwash change and replacement advertisements at The White Horse, 40 Kirkgate, Holme-next-the-Sea PE36 6LH.

This was an information item only. No objections had been raised by the Parish Council.

(vii) **15/02038/F** Application refused for replacement dwelling at The Poplars, 42 Main Road, Holme-next-the-Sea PE36 6LA.

The Parish Council had raised considerable concerns and the reasons for refusal may be useful in the future. The developer may appeal or re-submit another Application.

(viii) Possible implement shed application by Mr. M. Starr.

No Planning Application has yet been submitted but Mr. Starr had requested a response to a future submission. He has sold a property in Upwell and wants to move equipment for storage from there. After discussion it was agreed no response can be made until an Application is submitted but that it is unlikely to have Parish Council approval unless the Application is for a genuine shed.

8. **Devolution:**

(a) **CPRE** - Consultation Issues.

(b) **NALC** - Consultation Response.

Both these papers had been circulated and there are clearly unresolved issues around the proposed Devolution. It was **RESOLVED** (unanimously) that no response was required from the Parish Council.

9. **Neighbourhood Development Plan** - Working Party Report.

Councillor Devereux reported that an analysis of useful socio-economic data from independent government sources had been undertaken. The planning adviser, Mr. Richard High, had stressed the importance of this data as it was both independent and consistent. It compared the changes between the 2001 and 2011 Census for the village with the rest of the Borough and the East of England. Interesting information is starting to emerge, some of which confirms current understanding eg there has been a big reduction in households over the 10 year period and an increase in the 60+ category. It also shows that there has been a 9% increase in housing stock in the upper Council Tax band and the imbalances have increased since 2001. There are now approximately 55% second homes. The data is currently with the planning adviser for him to review. He has also flagged up some recent changes in planning guidance at government level with will make it more difficult for even small rural villages to block development. There is still plenty to do going forward with work continuing on the building environment data that has been collected and the free text data from the questionnaire. It is necessary to have access to Ordnance Survey (OS) maps direct as it has not been possible to obtain these from BCKLWN. It was **RESOLVED** (unanimously) that Councillor Devereux should make the application under the Public Sector Mapping Agreement (PSMA) and be the point of contact. Some discussion of the need for robust policies in the NDP, the recent purchase of yet more land in the village by developers, and the possibility of the Parish Council purchasing land in the future.

10. **Standing Orders** - Working party.

The comparative document had been circulated by the Clerk. After discussion it was agreed that the review should be carried out with a working party after the new Clerk had taken up post.

11. **Park Piece** - Benches.

The benches had been ordered and could be delivered as soon as required. After discussion it was **RESOLVED** (unanimously) that there should be one at the top and one at the bottom of Park Piece, not too near houses, and that Councillors Morley and Burton should walk the site to decide on exact location. It was also **RESOLVED** (unanimously) that Jamie Bridges of Lawnright Garden Maintenance be instructed to carry out the installation.

12. **Village Matters.**

(a) **Village Information Network (VIN)** - Distribution of information by email.

There had been a request for NDP information relating to the questionnaire responses to be circulated by email. After discussion it was **RESOLVED** (unanimously) that this was not appropriate but that the information posters would be left in the Church for a number of weeks to allow any second home owners to see them. Concerns were also raised regarding the distribution of information through VIN when the webmaster was away. The Clerk was requested to discuss the possibility of the distribution list being made available for use by the Parish Council when that circumstance arose.

(b) Boardwalk Dog Bin - Update.

The Clerk reported that BCKLWN had confirmed a collection lorry could collect from the entrance to the Norfolk Wildlife Trust (NWT) Nature Reserve as it already goes to the Visitor Centre for a collection. Specific requirements for a new bin had been supplied and it must be installed fairly near the road as the operative has to be able to empty any bin quickly. The Clerk had discussed this with Mr. Gary Hibbard at NWT and written asking for confirmation of agreement and land ownership. The landowners' written permission is required prior to installation.

(c) Peddars Way Ultra Marathon - Car Park use.

This marathon takes place in January and on the last occasion there were issues with parking that a resident in Broadwater Road had raised. Councillor Burton agreed to contact the organisers as the Village Hall had been booked for the end of the marathon. Otherwise the Clerk was instructed to recommend contact with the Golf Club as they operate the Car Park.

(d) Living Independently in Later Years (LILY) - Advisor Initiative.

After discussion the Clerk was requested to indicate that the Village Hall would be available should the LILY advisor wish to organise a 'drop in' session.

(d) Highways - Flooding in Peddars Way and Kirkgate.

A date had been agreed with Ms Sally Bettinson, Highway Engineer from NCC Highways Department for a meeting. Various other interested parties were being invited - Mr. B. Crown, Mr. H. Cameron, Mr. P. Chapman, Mr. D. Nizol and the owner of the field at the top of Peddars Way. It was being made clear the meeting was to discuss future solutions, not lay blame for past problems. Due to the action being taken by some residents affected by the flooding, more water is now collecting in Kirkgate and a number of properties there are now at risk of flooding as well.

13. Parish Partnership Scheme 2016/17 - Proposed Bus Shelter.

The Clerk reported that an application for a Street Furniture Licence had been made but on making enquiries as to when this could be expected, had been told it takes between six and 12 months. It had been clarified that should there be such a delay, the funding deadline would be extended but the situation was being investigated by Ms Linda McDermott from the NCC department that organises the Parish Partnership funding scheme.

14. Finance:

(a) Business Premium Account - Interest Rate Reduction.

The Clerk reported that the interest on the Barclays Business Premium Account was being reduced from 0.05% to 0.0% with effect from 5th December 2016.

(b) Proposal for CPRE subscription.

It was proposed that the Parish Council subscribe to CPRE in view of the campaign to limit housing target and that it also supports BIMBY (Beauty in my Back Yard). It was **RESOLVED** (unanimously) that this should be organised by the Clerk.

(c) Donation Request - Citizens Advice Bureau (Norwich)

After discussion of this request it was **RESOLVED** (unanimously) that no donation be made to the Norwich branch but that £250. should be donated to the King's Lynn branch.

(d) It was RESOLVED (unanimously) that the following payments should be made:

E-on	DD 11.10.16.	Street Lighting 01.07.16. - 30.09.16.	£ 59.24.
BT	DD 28.09.16.	Emergency Telephone 01.09.16. - 30.11.16.	45.46.
Lloyds Commercial Finance Limited		Village Hall chairs (Loan pending legacy receipt)	£4,388.40. (Cheque No:101308)
Mrs. C.M. Jones		Clerk's September salary & re-imburements.	376.29. (Cheque No:101309)
HMRC		Clerk's September PAYE	70.40. (Cheque No:101310)
Viking		Shortfall on Filing Cabinet Order.	37.19. (Cheque No:101311)
Marmax Products Ltd.		Picnic benches and ground plates x 2.	1,365.60. (Cheque No:101312)
B. Crown (Ringstead) Ltd.		Park Piece Hedge cutting.	72.00. (Cheque No:101313)

15. Correspondence Circulated.

The following correspondence was being circulated:

Clerks & Councils Direct September 2016 Issue 107

16. Date of next Parish Council Meeting - Tuesday 8th November 2016 at 7 pm in the Village Hall.

Councillor Felgate thanked everyone for their attendance.

The meeting closed at 8.20 pm.

Signed.....*Kevin Felgate*..... Chairman

Dated.....**08.11.16**..... Page 443