

## HOLME-NEXT-THE-SEA PARISH COUNCIL

### Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 10th October 2023 at 7pm

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

**In Attendance:** County Councillor Andrew Jamieson, 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  
Councillor John Hulme (family commitment)
2. **Declarations of Interest:** To declare any personal or prejudicial interests  
None
3. **Minutes of the Annual Parish Council Meeting held on Tuesday 5 September 2023**
  - 3.1. Approval  
These had been pre-circulated  
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 5 September 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 – chased and response from Highways received on 5 October for further action.
    - (6) Right of Way (RB7) – Land Registry records show that RB7 has divided ownership, but Clerk pointed out that as it's on the Definitive Map of Rights of Way, the responsibility for maintenance lies with the County Council.
    - (7.2.1) 23/01265/F - Removal of Existing Sheds and Erection of 1no Agricultural Storage Shed in Paddock 8 Kirkgate – Officer has changed the description to “storage shed built in an agricultural style in paddock area” despite the Parish Council having historical evidence to suggest this has always been used as a garden.
    - (7.5.3) 23/00116/TREECA (37 Westgate Cottage). Queried at last meeting after work observed being undertaken despite the Borough Council’s Planning Portal stating the 6-week period for a decision had expired. Further investigation by the Clerk revealed that a site inspection had been carried out by the Borough Council on 10 July and a letter sent to the homeowner on 20 July stating no objection.
    - (8.3) White Horse registration as an ACV – Clerk reported that the registration form is partially filled in and waiting for Councillor Hulme to complete. Councillor Seare reported that the White Horse has now been sold.
    - (10.1) Grass-cutting around trods – Clerk reported that this had been done.
    - (10.1) Planning Update invitation – Councillor Amies will be representing the Parish Council at the 18 October briefing.

Signed Chair

*L S Devereux*

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(10.1) Subscription to Planning online service – Clerk reported on process required to set-up a trial subscription.

**Clerk to proceed with trial subscription. Review at next Parish Council meeting.**

**4. Reports:** to receive the following

**4.1. County Councillor and District Councillor reports**

County Councillor Andrew Jamieson reported the following items:

- Work on new Hunstanton Library to start next year. NCC have purchased the area where the current bus station is sited, and the library will move back to its old site with much improved services to also include a bus/cycling/walking hub.
- New library in King's Lynn will also incorporate Adult Learning services.
- A Bus Improvement Plan will provide later and more frequent buses along the coast plus electronic noticeboards giving live information.
- County Deal will allow NCC to determine the future of Adult Learning and have control of the transport budget and infrastructure projects relating to leisure, roads and coastal defences.
- NCC is proposing a directly elected Leader rather than a Mayor.
- West Winch A10 bypass – hopeful that bid will be successful
- NCC are hopeful of a successful bid for upgrading the A149 from Hardwick to Knights Hill to coincide with re-building of QEH
- Wild Ken Hill – new roundabout or traffic lights to be installed at Lamsey Lane junction on A149 in response to permission given for Visitor Centre.

**4.2. Village Hall Committee (Councillor Norman)**

Nothing to report

**4.3. Saxon Shore Parish Forum – 6 September (Councillors Devereux, Crown and Norman)**

There were two external presentations to the group – Energy Efficiency and West Norfolk Befriending Service, the latter who were looking for volunteers. Once again, the Leader of King's Lynn and West Norfolk Council (Terry Parish) attended to answer questions. There was a discussion regarding the increase in retrospective applications. Terry Parish said that the Portfolio Holder was looking into this and requested that any relevant information should be forwarded. The Wash Barrier project and the successful plans put in place for Tennis Week were also discussed.

**4.4. Parish Council Chairs meeting with Terry Parish (Leader of King's Lynn and West Norfolk Borough Council) – 3 October (Councillor Crown)**

Much of the meeting related to issues affecting particular parishes and covered areas such as planning, Neighbourhood Development Plans (NDP), difficulties in recruiting new parish councillors and how to deal with vexatious complainers.

**Minutes of the meeting attended by Councillor Crown to be circulated to Parish Council**

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

Member of the Holme Local History Group wished to highlight the current poor state of the Village Pond which was also an issue of concern in 1923 when the group had been looking at the Minutes of

Signed Chair

*LS Devereux*

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the Parish Council for that year. Noted that the Village Pond is jointly owned by NCC Highways and an adjacent private landowner.

**Clerk to speak to Highways, Councillor Jamieson and the Norfolk Ponds Project**

Councillor Seare forwarded a request from a local resident in Peddars Way about how the drains were not taking water away from the road.

**Clerk to contact Highways for maintenance**

Member of the public asked Councillor Jamieson whether getting funding confirmed for the West Winch bypass (see 4.1 above) was a factor in getting the Local Plan approved. Councillor Jamieson that it probably would be linked.

**6. Planning matters**

**6.1. Applications received subsequent to this agenda**

6.1.1. - **22/01970/F** - Replacement dwelling at Brownsea, 44 Beach Road, PE36 6LG.

Expiry date: 24 October

Noted that the Parish Council had previously objected on grounds of negative impacts on the Conservation Area and the AONB, Flood Risk, loss of trees and associated biodiversity. It was felt to be unsympathetic to the location and character of Beach Road with regard to size (greater than 40% of existing building) height, massing, roof form, materials and elevational detailing. 14 objections from neighbours, residents and visitors had been submitted to the Borough Council.

Materials and elevational detailing have been revised using red brick, flint, and clay pantiles to incorporate local styling. The building was still regarded as being too big by the Parish Council and exceeding 40% of the existing building. No plan has been provided for the reinstatement of the trees and hedge that have been removed. Brownsea is recognised as having historical importance not just for Holme but also for architectural heritage.

**Decision: As the Application had been received not long before the meeting it was agreed unanimously to follow up with comments under the Planning Protocol allowing time to take account of any further public comments and historic information from Holme History Group.**

6.1.2. – **23/01733/F** - Variation of Condition 3 of planning consent 14/021244/F; Variation of Condition 4 attached to planning consent reference 12/01836/F to amend the Protected Species Report to be superseded. Poplars, Broadwater Road, PE36 6LQ. Expiry date: 26 October

Noted that current Application seeks to vary Condition 3 of 14/01244/F to:

- Extend the period of use from current (i.e., last full week in May to 2nd week in September) to 1st full week in April to last full week in October.
  - Maximum for any 1 stay reduced from 28 to 14 days with maximum 100 days in any calendar year.
- Parish Council has consistently objected to applications similar to this south of Broadwater Road dating back to 2006 in support of neighbour objections. It was felt that there were strong policy reasons why development is inappropriate at this location but in order to overcome these a large number of conditions had been attached to the original consent. It was felt that the current proposal was unlikely to intensify use (per HNTS9) of the building but that the number of reported breaches of condition was a concern. Noting that Parish Council concern has always been that approval would lead to development creep and this is still a future risk given the size of the site it was suggested that the original occupation condition could be maintained on the area outside the building and this would

also address any potential disturbance issues and neighbour concerns. – all other conditions to be retained including no PDRs. This was agreed. A request will also be made for occupancy to be monitored and recorded and made available in accordance with the requirements of DM11.

**Decision: Send comments**

#### 6.2. Applications for comment

None

#### 6.3. Other Applications for information

6.3.1. – **23/00196/TREECA** – Raise low branches over road to give 5 metre clearance for traffic. Take down dead pine T1 and dead beech T3. Reduce dying elm T2 from 6m to 3m. Whitehall Farm, 26 Kirkgate, PE36 6LH

#### 6.4. Comments made on Applications

The following Applications were reviewed and agreed by circulation and details of the Parish Council's decision can be found at <https://online.west-norfolk.go.uk/online-applications/>

6.4.1. **23/01604/F** – Variation of Condition 2 of Planning Permission 21/01680/F: Extensions and alterations to dwelling, and cart shed at Thurlow Cottage, 16 Eastgate, PE36 6LL (Councillor Hulme declared a non-pecuniary interest)

**Decision: Send Comments**

6.4.2 – **23/01038/F** - Single storey extension to an existing garage - to create a home office. 19 Peddars Way, PE36 6LE

**Decision: Support**

6.4.3. – **23/01573/LDP** - 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. at Land S of 60 And SE of 71 Beach Road

**Decision: Send Comments**

#### 6.5. Decisions Reported

6.5.1. – **23/00185/F** - Larkin House, 36 Main Road, PE36 6LA - Renovation and remodelling of existing dwelling with extensions. Application Permitted 1 September 2023. *Delegated decision.*

6.5.2. – **23/01038/F** – 19 Peddars Way, PE36 6LE. Single storey extension to an existing garage, to create a home office. Application Permitted, 29 September. *Delegated decision.*

6.5.3. – **23/01420/F** – Sandy Ridge, Broadwater Road, PE36 6LQ. Variation of Condition 9 of Planning permission 17/02027/F: replacement dwelling. Application Permitted, 2 October. *Delegated decision.*

## 6.6. Appeals and Enforcement

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

6.6.2. - **Vine Cottage** – Enforcement have visited the site and confirm that all land beyond the northern boundary remains unchanged. Enclosed land, with post and rail fencing, remains and the patio/boundary line agreed under 21/01352/F for the residential annexe is in accordance with approval. Also consent given under 20/01581/F, to remove an existing conservatory and rear extension, and to replace with a new extension is under construction, for which the temporary use of the field, for storing building materials, is permitted. Therefore, Enforcement have concluded that no breaches have occurred.

## 6.7. Old Hunstanton Neighbourhood Plan

Examiner had asked for 10 changes to the 20 policies within their NDP including the deletion of 6. The most significant of these was to remove the Principal Homes Policy which the Parish Council wants reinstated. Of particular importance to Holme is the policy relating to Settlement Breaks which seeks to maintain the separation of the two villages by resisting any development.

**Agreed: Parish Council to support changes proposed**

## 6.8. Local Plan Consultation

Deadline for responses is 20 October 2023.

**Agreed: Parish Council to send comments to Councillor Devereux by 13 October**

## 7. Village Matters

### 7.1. Parish Partnership Scheme

This year's Scheme has a deadline of 8 December for submission of bids. Parish Council had previously discussed about installing bike racks at a number of locations within the village. Clerk provided costings for up to 3 locations with up to 3 racks at each one.

**Agreed: Clerk to circulate options and costings to Parish Council**

### 7.2. Plaque – Village Hall picnic table (Councillor Burton)

Clerk provided an outline of costings based on previous purchase of a Jubilee plaque.

**Agreed: Clerk to liaise with Councillor Burton on wording and purchase of plaque to be funded by Parish Council.**

### 7.3. Busseys Lane sign (Councillor Crown)

Parish Council made a request to NCC to put up a finger post indicating a safe route to the beach as an alternative to going via Westgate and Beach Road. Response was that legally, the start of Busseys Lane is a registered road and concern expressed that indicating a change of status may be regarded as a downgrade. However, the benefit from indicating a safe route was acknowledged and a suggestion of a local solution, with appropriate wording that doesn't indicate the status of the route, was provided.

**Agreed: Clerk to contact Highways regarding siting, agree wording and source a supplier**

## 8. Monthly Report from Responsible Finance Officer (RFO)

### 8.1. Report

Issues with changing Business Mandate with Barclays have now been resolved after 3 months of communications. Monthly Bank Statements are now again being sent to correct address.

Parish Council is asked to begin consideration of next year's Budget (2024/2025). A Draft Budget will be circulated prior to November's Parish Council meeting.

Monthly internal financial check for August carried out by Councillor Crown 6 September 2023. Required signature for a Lawnright invoice has now been supplied.

### 8.2. Second Quarter Accounts

Parish Councillors were circulated a statement of the Second Quarter Accounts for 2023 / 2024. Most budget lines are as expected and on track. Energy costs have been contained due to increasing the budget to cover these. Current overspend on Park Piece due to final statement from NOA for the control and eradication of crassula helmsi but should level out over next two Quarters.

### 8.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
PKF Littlejohn	AGAR fees	£252.00	Bank Transfer
BT plc	Emergency telephone	£45.46	Direct Debit
Payroll	Staff salaries	£574.60	Bank Transfer
HMRC	PAYE on staff salaries	£143.60	Bank Transfer
BT plc	Telephone and broadband - August	£69.14	Direct Debit
Npower	Street lighting	£128.87	Direct Debit
D.T. Watkins	Ink cartridges for printer	£80.68	Direct Debit
Lawnright	Grasscutting - September	£480.00	Bank Transfer

Agreed unanimously

## 9. Correspondence

### 9.1. Any correspondence not otherwise on the Agenda

- **West Norfolk Draft Corporate Strategy** – published on Borough Council website to outline priorities for next 4 years:
  - Promote growth and prosperity
  - Protect our environment
  - Efficient and effective delivery of our services
  - Support our communities

Each priority has a detailed list of actions on how these will be delivered.

- **Afforestation Project** – Ben Mattock (Senior Forest Manager) has again made a request to deliver a presentation to the Parish Council  
**Clerk to liaise with Ben Mattock**

Signed Chair

*LS Devereux*

Date 14/11/23

- **Permissive Footpath between Drove Orchards and Holme** - Request received from a parishioner  
**Clerk to respond giving information regarding the background and current position**

**10. Date of next meeting of the Parish Council** Tuesday 14 November 2023

Signed Chair *LS Devereux*

Date 14/11/23