

## HOLME-NEXT-THE-SEA PARISH COUNCIL

### Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 20th September 2022 at 7pm

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

**In Attendance:** Andrew Jamieson (County councillor), Bob Lawton (Borough councillor), 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  
Michelle Cole (prior appointments)
2. **Declarations of Interest:** To declare any personal or prejudicial interests  
The Parish Council declared a non-pecuniary interest in Item 6.2.1. as a near neighbour (Orchard Land)
3. **Minutes of the Annual Parish Council Meeting held on Tuesday 2 August 2022**
  - 3.1. Approval  
These had been pre-circulated.  
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 2 August 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 - response from Norfolk Archives circulated to Parish Council 17 August
    - (3.2) NWT Dog Consultation Survey – Reply from Jon Preston (NWT) circulated to Parish Council 15 August. With over 1500 returned surveys this will take some time to work through properly but will share the results with stakeholders and visitors in the next month or so, with a view to any changes taking place before March 2023.
    - (9.1) Borough Council of King’s Lynn and West Norfolk Local Plan Review - updated Sustainability Appraisal consultation – Parish Council have submitted a response
    - (9.1) Code of Conduct – 10 copies printed and distributed to councillors
4. **Reports:** To receive the following:
  - 4.1. County Councillor and District Councillor reports  
Bob Lawton (Borough councillor) reported that Borough Council meetings had been suspended following the death of Queen Elizabeth. Planning Department have recruited some new staff which should ease some of the recent problems encountered.  
  
Andrew Jamieson (County councillor) reported on a recent meeting with the Environment Agency (EA) where they informed him of a forthcoming survey of the coast which is undertaken every 5 years. This incorporates EA and other organisation’s assets. Concern had previously been expressed to the EA by the Parish Council about the bund across the golf course which EA had denied

Signed Chair *LS Devereux.*

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responsibility for. Councillor Jamieson had raised this and was informed that EA had made a mapping error. Although Norfolk County Council is the lead flood authority, Councillor Jamieson feels the Norfolk Strategic Flood Alliance (NSFA), through its coordination of 36 organisations, has a better chance of ensuring Holme's sea defences are maintained. He had also raised the issue about the poor state of the sea walls. On asked how the survey will impact on the Shoreline Management Plan (SMP), Councillor Jamieson felt that the EA survey will feed into this.

Further questions about the bund across the golf course were made and Councillor Jamieson suggested that the Golf Course, Le Strange Estate, NCC and EA perhaps needed to work together to restore it to its former height through covering it with earth and top-dressing with turf. A plan for maintain it is also required.

The Hun River project, managed by NCP, is now underway between the A149 and Beach Road. Councillor Jamieson felt that the project would address some of the issues created by Anglia Water's operations. Parish Council had previously expressed its concerns that the plans do not fully address these issues and intends to respond further as detailed in Item 8.2. Councillor Jamieson asked for the Parish Council to support the project as it delivers on nature conservation and restoration.

Noted that the Parish Council had submitted a Holding Objection to the Application as they felt there was insufficient information provided to make an informed judgement on downstream impacts. Concern also expressed to frequent changes to the plan, length of time between Phases 1 and 2 and that Anglian Water had not been invited to comment. Acknowledged that NRT had provided a detailed response following a recent site visit.

**Councillor Jamieson offered to arrange a meeting of all parties concerned.**

#### 4.2. "Meet Your Parish Councillors" report – 6 September

Councillor Norman hailed the event as a great success and thanked all those who helped and attended of which 25 were parishioners. A list of comments and suggestions had been collated by the Clerk who had circulated these to councillors for comment and action. The Chair thanked Councillor Norman for organising the event.

#### 5. **Public participation: Resolution** *To adjourn the meeting for up to 15 minutes for Public Participation* Member of the public thanked the Parish Council for being invested in the well-being of the village and for all the work it does on its behalf.

Member of the public thanked Councillor Jamieson and Norfolk County Council for the work that is undertaken on behalf of the village. Request was made that, bearing in mind the emphasis placed on consultation within the SMP, there had, to their knowledge, been no invitation made to the Parish Council pending the forthcoming review. Councillor Jamieson was requested to prompt EA to directly consult with the Parish Council.

Councillor Jamieson was asked why the AONB Management Plan had recently been withdrawn. Response was that the Plan was no longer fit for purpose and not delivering statutory responsibilities effectively. The Plan had taken so long to complete that it was almost time to commence the next one. Therefore, decision taken to shelve existing Draft and begin on new Plan. For the time being Norfolk Coast Partnership working with the previous Plan.

A question was also asked about protection of land north of the A149. Councillor Jamieson said that the AONB had been successful in securing funding for a number of landscape recovery projects which

involve converting arable land back to wetlands which would mean the loss of some freshwater grazing marshes. It was noted that the Parish Council has not yet been consulted on these proposals.

## 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. Expiry date for response 4 October  
Parish Council were concerned that there was no mention of Rights of Way, drainage, lighting, or operating hours. Further, questions were raised about the vehicle capacity within the Application which appeared to be an under-estimate. Other concerns related to the continuation of free passes for residents, the amount of signage proposed, maintaining the height barrier.

**Decision: insufficient information provided. Parish Council to comment and ask for conditions.**

### 6.3. Other Applications for information

6.3.1. - **22/01213/LDP** - Extension to rear of existing garage. Terns, 49 Peddars Way, PE36 6LD  
Parish Council is awaiting Borough Council consultation

6.3.2. - **22/00114/NMA\_1** - Non-material amendment to Planning permission 22/00114/F: Extensions and alterations to dwelling. Flaxley House, Broadwater Road, PE36 6LQ  
Parish Council maintained its previous objection.

### 6.4. Comments made on applications

6.4.1. – **22/01195/F** - Two storey rear & side extension to dwelling at Emily Cottage, 27 Kirkgate, PE36 6LH

Parish Council had objected mainly on grounds of size. Two councillors have subsequently met with the Applicant to discuss a way forward.

6.4.2. – **22/01243/CU** - Retrospective change of use from Paddock to residential curtilage. Thorn Grove, 7 Peddars Way, PE36 6LE

Parish Council had objected on grounds that Application encroached onto the Paddock and was in contravention of planning guidelines and the NDP.

6.4.3. - **22/01525/F** - Single storey extensions and alterations to bungalow at Homefields, Peddars Way, PE36 6LD

Parish Council had submitted comments to say that it was pleased that the intention is to maintain as a bungalow but a concern expressed regarding height was made.

### 6.5. Decisions reported

6.5.1. – **22/00114/F** - Flaxley House, Broadwater Road, PE36 6LQ - Extensions and alterations to dwelling. Application Permitted 3 August. *Delegated Decision*

6.5.2. – **22/00937/LB** - The Rookery 24 Westgate, PE36 6LF - Proposed external and internal alterations including replacement of windows, addition of new door to create enclosed porch and

part removal of existing internal wall to provide open plan Kitchen, Breakfast and Snug area. Application Permitted 25 August. *Delegated Decision*

6.5.3. - **21/01947/F** - Eastgate Barns, Eastgate - Change of use from agricultural including the demolition of the existing barn and the replacement with five new dwellings. Application refused 5 September. *Planning Committee Decision*

Councillor Devereux and a neighbour attended Committee meeting to present the case for a refusal of the scheme, as proposed by the developer and to support the officer's recommendation to refuse.

## **6.6. Appeals and Enforcements**

6.6.1. Westfields, 27 Peddars Way – Borough Planning have received an Appeal against refusal of the original planning application, which the Planning Inspectorate (PINS) have confirmed is valid. The Appeal has not “Started” yet and consultation will begin once PINS process the Appeal.

6.6.2. Builders Yard, Thornham Road – a parishioner has reported activity at the rear of the site and a fire. Clerk has referred this to Enforcement who have opened a case file for investigation.

6.6.3. Footpath to rear of Newholme – concern had been expressed locally about the legality of this path. Clerk reported that enquiries had been made to the Borough Council's Enforcement team and NCC. If landowners have given permission for access and the path is mown and not surfaced then it is permissible.

## **7. Park Piece Survey – results**

Councillor Crown (Chair of the Working Party) wished to wait for the Working Party to meet first to discuss the survey results before discussing with the Parish Council. Councillor Devereux suggested that once the Working Party has met, the Parish Council could convene an informal meeting to discuss.

**Agreed**

## **8. Village matters**

### **8.1. Chalkpit Lane – drainage**

Clerk reported that an enquiry had been made to Highways about improving the drainage and surface conditions of Chalkpit Lane. Response was that there is “..no scope for improving the drainage in this location.” As it is a rural soft surfaced lane adjacent to fields and conditions experienced are to be expected. Suggested that Parish Council contact adjacent landowners to control run-off.

Another alternative considered by the Parish Council was the construction of a trod, to be supported by funding from the Borough Council Community Infrastructure Fund. Highways feel the level of excavation and disposal required, as well as retaining what is left of the bank to prevent it from falling onto the trod via a retaining wall would make this project uneconomical to undertake, and most likely exceed the £50,000 allocated for community projects.

### **8.2. River Hun restoration plan (Councillors Devereux and Norman)**

Councillors Devereux and Norman had attended a site visit with representatives from the Norfolk Rivers Trust (NRT) and the Le Strange Estate. This was a fact finding exercise prior to the Parish Council commenting further to the Borough Council on a recent Application to undertake works. The overall aim of the project is to retain water to create a new wetland. Concerns were expressed on

Signed Chair *LS Devereux.*

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sewer overflow; downstream pollution; tidal flooding; benefits to the public; impacts for biodiversity and water quality. Parish Council will now submit additional comments to NRT with a request for these to be made available on the Borough Council's website.

## 9. Monthly Report from RFO

### 9.1. Report

PKF Littlejohn, the government appointed external auditors, have completed their review of the Annual Governance & Accountability Return (AGAR) for Holme Next the Sea Parish Council for the year ended 31 March 2022. They have issued a Certificate which concludes that the Review "... is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met." *Notice of Conclusion of Audit* has been displayed and details placed on village website as required

Monthly internal financial check for July conducted by Councillor Crown 3 July 2022 which identified absence of an invoice from Semba Trading for £99.00. Noted that RFO had made repeated attempts to obtain one. Now received and entered into Accounts.

Monthly internal financial check for August conducted by Councillor Crown 7 September 2022 which identified a number of unsigned invoices due to length of time between meetings.

Parish Council owned property registered with Land Registry has the name of a former Parish Clerk's home address listed as the contact name. Request that this be changed to generic Parish Clerk with the Village Hall address listed as the contact address. Although there is no Land Registry fee charged for doing this there is a requirement that appropriate form has to be completed for each property and authenticated by someone who is a legal conveyancer. Request to contact Parish Council's solicitor to obtain a quote. **Agreed**

### 9.2. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
BT plc	Telephone & broadband (July)	£67.76	Direct Debit-Paid 16/8/22
Witley Press	x10 Codes of Conduct	£89.00	Bank Transfer-Paid 23/8/22
D. Watkins	Land Registry fees	£6.00	Bank Transfer-Paid 13/9/22
Payroll	Staff salaries	£590.96	Bank Transfer-Paid 13/9/22
HMRC	PAYE on staff salaries	£147.80	Bank Transfer-Paid 13/9/22
Builders Equipment	Beach Road sign	£60.72	Bank Transfer-Paid 25/8/22
BT plc	Telephone & broadband (August 22)	£64.02	Direct Debit-Paid 16/9/22
PKF Littlejohn	AGAR Review	£240.00	Bank Transfer-13/9/22
Westcotec	New SAM2 battery	£109.80	Bank Transfer-13/9/22
British Gas	Village Hall electricity	£90.74	Direct Debit-Paid 7/9/22
BT plc	Emergency telephone	£45.46	Direct Debit

**Agreed unanimously**

Signed Chair

*LS Devereux*

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## 10. Correspondence

### 10.1 Any correspondence not otherwise on the Agenda

- **Riverside Caravan Park** – a request has been received from the Manager of the site to cut back vegetation from the adjacent property.  
**Parish Clerk to investigate**

### 10. Date of next meeting of the Parish Council Tuesday 11 October 2022

Signed Chair

*LS Devereux*

Date 11/10/22