

HOLME-NEXT-THE-SEA PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 2nd September 2025 at 7pm

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

In Attendance: Couty Councillor Andrew Jamieson, Dave Watkins (Parish Clerk) and 7 members of the public

1. **Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence
Councillor Burton (ill health)

2. **Declarations of Interest:** To declare any personal or prejudicial interests
Councillor Crown declared an interest in Item 10.1 (written request from Holme Parochial Church Council)

3. **Minutes of the Parish Council Meeting held on Tuesday 8 July 2025**
 - 3.1. Approval
These had been pre-circulated
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **Tuesday 8 July 2025** be confirmed as a true record and be signed by the Chair.

 - 3.2. Matters arising from the Minutes (non-agenda items)
 - (3.2) Repainting lines at junction of Peddars Way/Kirkgate/Westgate – Work completed week commencing 18 August. Councillor Devereux thanked County Councillor Andrew Jamieson for his help in getting this work completed.
 - (3.2) Speeding on Main Road – Clerk was asked to re-send traffic data to Councillor Amies and also contact the Police for an update on their plans to monitor speeding on Main Road as previously reported at the Parish Council's 8 July meeting.
Clerk to send data to Councillor Amies
Clerk to contact Police for an update on speeding prevention
 - (4.3) Village Hall Committee – Councillor Devereux asked if issue with locks had been addressed. Councillor Norman replied that the lock has been removed and a notice put in place pending replacement.
 - (5) Public participation – Clerk confirmed that copies of the Parish Council's Complaints Policy and Complaints Form were sent on 9 July to member of the public who raised their issues of concern about Park Piece.
 - (6.3.1) - 25/00129/TREECA – Borough Council's Arboricultural Officer had responded to the Parish Council's request about the policy adopted on ash dieback – "While ash dieback is a serious disease and leads to decline in most cases, current UK guidance shows that targeted pruning in the early

Signed Chair

LS Devereux

Date 14/10/25

stages can encourage regrowth and delay disease progression, but long-term studies still show slow progressive decline of ash trees. This is a very serious disease that appears likely to lead to the loss of at least 70% of all mature ash trees over time. There are very few mature trees showing no symptoms.” He confirmed that guidance is available from the Tree Council which he uses to determine TPOs.

Councillor Amies felt that ash trees should not be felled until it can be determined they are beyond saving. Councillor Crown pointed out that the ash trees that formed part of a recent Tree Application to fell them were threatening the structure of a wall.

(10.1) Tree in honour of Tony Foster – Clerk reported that after confirming Parish Council’s support and advising that the choice of tree needs to take account of drought and flood conditions on Park Piece, the last email received was 24 July saying that research was being undertaken.

(10.1) Future of Village Website and VIN – Councillor Devereux reported that she had been in communication with Tony Foster and that transferring of the VIN and website appears to be a straightforward operation given the necessary agreement to take over the account. So far, there have been no volunteers to take on responsibility for the two services and Councillor Devereux asked if anyone present was interested, they should contact the Clerk

4. Reports: to receive the following

4.1. County Councillor and District Councillor reports

County Councillor Andrew Jamieson reported on the following

- Re-opening of Norwich Castle Keep following £27m redevelopment (£12 million from Norfolk County Council and over £13 million from the National Lottery Heritage Fund). All 5 floors fully accessible.
- Nationally recognised 'AI programme to be rolled out across Norfolk aims to prevent falls in vulnerable and older adults.
- Repton Property Developments, Norfolk County Council's wholly-owned property development company, has announced a £1 million dividend to the County Council after a successful 2024/25 financial year.
- Norfolk County Council provides time-limited capital funding to support the development of affordable Independent Living such as the one under construction in Hunstanton

4.2. Saxon Shore Parish Forum -29 July 2025 (Councillors Norman, Devereux and Crown)

Amongst the items discussed at the meeting were retrospective Planning Applications; local government re-organisation; Wash Barrage; Coastal Footpath.

County Councillor Andrew Jamieson commented that under new legislation, Parish Council’s will be given the opportunity to take on additional services if they wish. This could include maintenance of trods, grass-cutting and public toilets.

4.3. Update on Local Government Reorganisation – 7 August (Councillor Devereux)

Key dates for Devolution. Transfer of powers from central government to one strategic authority for all of Norfolk and Suffolk, headed up by a Mayor who will have powers over housing, transport / highways and other strategic policy areas such as adult education.

- 17 July - Elected Mayor to head strategic authority for Norfolk & Suffolk

- 7 May 2026 - First election

Local Government Reorganisation replaces county and district councils with unitary authorities that will deliver non-mayoral services. Current proposals are:

- NCC proposing a single County Unitary Authority
- King's Lynn and West Norfolk Borough Council developing a case for a three-unitary model: West Norfolk, East Norfolk, Greater Norwich. Arguments given for this approach are: best way to deliver services – closer to home; greater representation for local communities; better understanding of local strengths and challenges

Next steps:

- Borough Council gathering data on cost of services, income, geography, population etc.
- Campaign seeking residents' views
- Government announcement on selected Unitary Model Late 2025 / early 2026
- May 2027 -likely date for elections to "Shadow Authorities"
- 1 April 2028 - anticipated "Vesting Day" for new Councils

Next Briefing session planned for 11 September which Councillor Devereux is planning to attend.

Attention was drawn to a recent report published by the County Council Network which questions the savings the Government says reorganisation will bring. CCN says the Government relied on reorganisation cost estimates based on a 2020 report commissioned by the CCN which claimed £2.9bn savings over five years. CCN has since revised its analysis and concluded that no savings will be made and could add to costs in some situations.

Councillor Amies suggested that the Saxon Shore Parish Forum should assemble questions for the forthcoming Mayoral hustings which she is happy to take to the meeting.

County Councillor Andrew Jamieson stated that Norfolk County Council already delivers 85% of all local government services in Norfolk such as libraries and adult social care. His belief is that splitting these services would be costly and ineffective.

He further went on to say that new legislation would make it possible for Parish Councils to combine to deliver particular services. Asked if this would mean Parish Councils would acquire more powers, Councillor Jamieson said that increases in responsibility would mean that more money would be provided to deliver any additional services taken on.

4.4. Village Hall Committee (Councillor Norman)

Councillor Devereux (Chair of Holme-next-the-Sea Parish Council) and Councillor Norman (Chair of the Village Hall Committee) signed an updated Village Hall Committee Constitution.

Councillor Norman reported that despite a request going out on the VIN, there had been no further volunteers for the Village Hall Committee and there were concerns about the need for a Treasurer to handle finances. Councillor Devereux pointed out that the role of Treasurer could be 'ex-officio' but also that unless the situation changed then following Councillor Norman's departure it would probably be necessary to seek alternative management arrangements which in the case of externalised arrangement could mean very different arrangements for access and use.

Councillor Norman also made a request for the Village Hall to have a cleaner.

Councillor Norman to submit a formal proposal to the Parish Council for cleaning of the Village Hall at the next meeting (14 October)

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

Member of the public gave a report on a series of meetings between the White Horse Holme Neighbours Group and Anglia Country Inns (owners of the White Horse) which were instigated on the basis of wanting to be good neighbours. Neighbours highlighted that since the opening of the bakery, there was activity on the site from 4am until 11.30pm. First meeting (3 August) raised the following concerns: noise generated by gravel in the car park; traffic and parking; landscaping. Response from ACI on 29 August to these concerns were: tenders to mitigate gravel noise subject to Board approval; staff instructed to not use car park before 8.30am; no deliveries to be made before 8am.

Councillor Devereux confirmed that the Parish Council would help the Group if they can and asked if they had any ideas or comments they wished to make in regard to the recent Planning Application to install a new ventilation system at the pub (25/01301/LB – Item 6.2.1 on Agenda). A member of the Group has been asked to locate where same system has been installed to enquire about noise levels. Another member of the public commented that they felt the agreed landscaping plan had not been completed. Councillor Devereux responded to say that it was the responsibility of the Borough Council's Enforcement team to ensure compliance of conditions but that this was discretionary.

Further comments from the public were made in regard to the overall impact of traffic and parking which were not anticipated prior to the refurbishment of the site and the expected noise levels if permission were given for the new ventilation system.

County Councillor Andrew Jamieson offered to make enquiries about the decision-making process and Highways input.

Clerk to provide County Councillor Andrew Jamieson's contact details to members of White Horse Holme Neighbours Group

Member of the public believes that the Beach Road campsite, currently operating under a 60-day ruling, does not have the correct planning permission in place. County Councillor Andrew Jamieson requested that details be sent to him to make enquiries

6. **Planning matters**

6.1. Applications received subsequent to this agenda

None

6.2. Applications for comment

6.2.1. - **25/01301/LB** - Listed Building Application: Replacement of the existing pub kitchen ventilation system. Removal of existing wall fans and roof mounted extract. New roof mounted air input and extract. The White Horse, 40 Kirkgate, PE36 6LH. Expiry date – 3 September 2025

See comments under 6.2.2.

Decision: submit comments

6.2.2. - **25/01300/F** - Replacement of the existing pub kitchen ventilation system. Removal of existing wall fans and roof mounted extract. New roof mounted air input and extract. The White Horse, 40 Kirkgate, PE36 6LH – Expiry date - 16 September 2025

Inspection of plans submitted identified that fans should be shown on the north wall rather than the south wall.

It was noted that no changes were envisaged to the structure of the building and that only the south-facing pantile roof will be affected. However, Parish Council were interested to know what the operating hours for the system would be and the noise level compared to the existing installation. Plans also seemed to show that the chimney would extend above the ridge line.

6.3. Other Applications for information

6.3.1. - **25/00156/TREECA** - T1, lime, removal. 6 Manor Court, Eastgate, PE36 6LN

6.4. Comments made on Applications

None

6.5. Decisions reported

6.5.1. - **25/00876/LDP** -Application for a Lawful Development Certificate for: Installation of a 1.2m wide Carrstone path from the crest of the bank to the asset. Hun Outfall Sluice, Holme-next-the sea Footpath 13. Would be Lawful. 17 July 2025. *Delegated Decision*

6.5.2.- **25/00934/CHSR17** - Application under the Habitats Regulations 2017: Temporary Recreational Campsite for 10 camping pitches, for 60 days. Land south of 60 and south east of 71 Beach Road. Application permitted. 17 July 2025. *Delegated Decision*

6.5.3. - **25/00129/TREECA** - To remove completely 1x Quercus ilex (4.5-5m tall) as will become too big for the confined space, x1 Salix chrysocoma which is too close to outbuilding, x2 Betula pendula (mature), x1 Acer pseudoplatanus (semi mature), Kerbside Ash, semi mature Sycamore and x3 Fraxinus excelsior (deceased Ash) as these are affecting walls (which need extensive repairs), the Ash trees have Hymenoscyphus fraxineus. Home Farm House, 40 Westgate, PE36 6LF. Tree Application - No objection, 12 August 2025. *Delegated Decision*

6.6. Appeals and Enforcement

None

7. Village Matters

7.1. Village Sign update

Clerk reported that the Village Sign has now been refurbished, repainted and reinstated together with repairs to the base. Estimated cost for work to the sign is approximately £200 which includes materials and travel. No labour costs were included as work was done on a volunteer basis but donations to a local charity are welcomed.

Agreed: Parish Council to donate a sum to Tapping House that matches the cost of the work

Volunteer who has maintained the Village Sign flowerbed for many years has stood down due to ill health. Councillor Devereux presented the volunteer with 2 hydrangeas and a card on behalf of the Parish Council to thank her for her work. A thank you card was received from the volunteer.

Following a request made on the VIN, 3 volunteers have come forward offering to help maintain the Village Sign flowerbed in the future. Clerk suggested that an arrangement for sharing the work should be confirmed and the volunteers could be asked to also look after the planting areas around the Village Hall.

Clerk to contact volunteers and confirm arrangements

8. Parish Partnership Scheme

Deferred to next meeting

9. Monthly Report from RFO

9.1. Confirmation has been received from the external auditor (PKF Littlejohn) that the Parish Council's 2024 / 2025 Annual Governance & Accountability Return has been audited and a Certificate of Completion has been issued. This has been posted on village noticeboards and on the village website.

The Local Government Association has reported that the National Joint Council for Local Government Services (NJC) has agreed on pay rates applicable from 1 April 2025 to 31 March 2026. For Holme-next-the-Sea Parish Council this equates to a 3.2% increase on the payroll. Monthly internal financial check for July 2025 carried out by Councillor Crown 14 August 2025. Outstanding signature for SRB Renovation (£2,220.41) required. No meeting in August but was signed at this meeting.

9.2. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
British Gas plc	Village Hall electricity (July)	£11.41	Direct Debit
SRB Renovation	Work to base of village sign	£2,220.41	Bank Transfer
Payroll	Staff salaries (July)	£711.40	Bank Transfer
HMRC	PAYE on staff salaries (July)	£248.63	Bank Transfer
BT plc	Telephone and broadband (July)	£93.07	Direct Debit
L. Devereux	Reimbursement of expenses	£25.00	Direct Debit
Richard Newstead	Fence repairs at 27 Beach Road	£885.00	Bank Transfer-paid
British Gas	Village Hall electricity (August)	£24.65	Direct Debit
PKF Littlejohn LLP	AGAR external audit fee	£252.00	Direct Debit
Ward Gethin Archer	Legal advice	£480.00	Direct Debit
Landmark Chambers	Legal advice	£4,680.00	Direct Debit
Payroll	Staff salaries (August)	£734.74	Bank Transfer
HMRC	PAYE on staff salaries (August)	£259.03	Bank Transfer
Npower	Street lighting (January-March)	£216.27	Direct Debit
Npower	Street lighting (April-June)	£146.13	Direct Debit
K&M Lighting Services Ltd	Annual street lighting maintenance	£243.94	Direct Debit

Unanimously agreed

Signed Chair

L S Devereux

Date 14/10/25

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Office for Environmental Protection (OEP) consultation response** - public body established under the Environment Act 2021 with the purpose of holding government and public authorities to account for environmental law and policy in England and Northern Ireland. Its mission is to protect and improve the environment by reviewing government progress on environmental targets, advising on new legislation, and investigating complaints about failures to comply with environmental law by public bodies. It initiated a review of (EU) Protected Sites in 2023 to which Parish Council expressed concerns about currency and reliability of data for Holme Dunes NNR. OEP asked for an update.

Parish Council reported:

- some improvement to the currency of the survey data – but many of the records are as much as 16 years out of date.
- concern about Natural England's new practice of setting the condition of un-surveyed units as the most unfavourable conditions when last surveyed – leading to potentially serious misunderstandings where sites in decline were last reported as being in favourable condition

OEP actually checked Parish Council reports and came back for more information

- **Dog waste bin** – Request received from a parishioner, living adjacent to the White Horse, to have a dog waste bin located outside pub. Dog waste bags have been placed in the parishioner's refuse bins since the removal of the bin in Busseys Lane. Clerk provided the following information as background:
 - It was the Borough Council's decision to stop emptying the dog waste bin in Busseys Lane as they said their operative's vehicle frequently had problems gaining access and their rules prevented them from carrying bags from the bin to Westgate. The Parish Council relocated the bin to Park Piece
 - Advice from the Borough Council suggests that leaving wheeled bins on the public highway 7 days a week is not good practice and provides opportunity for people to deposit poo bags in them.
 - Is it appropriate to locate a dog waste bin outside a food and drink establishment in view of people dining? In addition, is this something visitors would want to see on entering and departing the pub?
 - Estimated cost of providing a new dog waste bin (35 litre-size approved by Borough Council) is approximately £200 (bin-£145 and post-£55) plus delivery charge (about £30-£40)

In view of the above Parish Council felt it was unable to support the request as it felt there were sufficient dog waste bins in close proximity and that there were logistical problems in locating a bin within the immediate area.

Clerk to contact parishioner with Parish Council's decision and request alternative suggestions / locations to address the problem

- **Parochial Church Council** - Request received for a contribution towards grass cutting at St Marys Church. Clerk gave a breakdown on the level of contribution given in the previous 5 years.

That a contribution of two thirds of the annual amount agreed by central government be made towards grass cutting at St Marys Church. Proposed: Councillor Devereux

Seconded: Councillor Amies

- **Hunstanton Civic Service 12 October** – Invitation received from Hunstanton Town Council - RSVP 26 September.
- **Wash Barrage** – Councillor Amies asked if reconvened date had been agreed by Hunstanton Town Council to discuss Wash Barrage proposals with parishes

Clerk to contact Hunstanton Town Council

11. **Date of next meeting of the Parish Council:** Tuesday 14 October 2025

12. **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

Unanimously agreed

Signed Chair

LS Devereux

Date 14/10/25