

HOLME-NEXT-THE-SEA PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 10th December 2024 at 7pm

Present: Lynn Devereux (Chair), Martin Crown, 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 Councillor Norman (recovering from surgery), Councillor Amies (sickness), County Councillor Andrew Jamieson (meetings clash) and Borough Councillor Tom de Winton (meetings clash)
2. **Declarations of Interest:** To declare any personal or prejudicial interests
None
3. **Minutes of the Parish Council Meeting held on Tuesday 12 November 2024**
 - 3.1. Approval
These had been pre-circulated
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **12 November 2024** be confirmed as a true record and be signed by the Chair.
 - 3.2. Matters arising from the Minutes (non-agenda items)
 - (3.2) TPO status of tree at the junction of Beach Road / Broadwater Road
Parish Council agreed not to pursue this given the lack of supporting information to make the case.
 - (3.2) Saxon Shore Parish Forum (18 September) – Councillor Devereux confirmed that she had written to Borough Councillor Squire following the meeting – despite a follow-up letter, Councillor Devereux reported that she has still not received a response.
 - (3.2) National Network for Coastal Communities – Motion for the Ocean has still not yet been received
 - (3.2) Report from Village Hall Committee – Clerk reported that two meetings have been organised with the VHC for 16 December to discuss a revised Draft Constitution and outline plans for improvements to the Village Hall
 - (3.2) - 24/01749/F – Builders Yard - Deed shows address and Title Number appear to have been incorrectly matched
 - (3.2) National Planning Policy Framework housing allocations methodology - Councillor Devereux confirmed that a reply has been received from James Wild MP who will take up the matters raised with the appropriate Minister
 - (3.2) Carpet Bowls Club – new carpet and electric carpet handling machine now delivered and added to Asset Register
 - (4.3) Environment Agency Report on Water Quality – Councillor Devereux has written to the Environment Agency suggesting future cooperation on monitoring water quality in the River Hun.

Signed Chair

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(7.1) Village sign – Clerk reported that a VIN had been published without any response. Councillor Burton confirmed that the base has been inspected and he is able to undertake the repairs required at no cost to the Parish Council.

Clerk to contact sign painter already identified who undertakes work on a charitable donation basis

(9.1) Detectorist's request – standard form has now been completed

4. Reports: to receive the following

4.1. County Councillor and District Councillor reports

Monthly report from County Councillor Andrew Jamieson had been received and circulated to Parish Council prior to the meeting. A detailed report on improvements to the Coastal Path was provided including works to commence in January / February in Holme.

The Chair highlighted the main points of interest to the parish.

4.2. Council Tax Base Training and Second Home Premium – 19 and 21 November (Councillors Devereux and Burton)

With effect from April 2025 King's Lynn & West Norfolk Borough Council will be charging a 100% Premium on Second Homes Council Tax. The Parish Council considered how it could benefit from this policy change, given that Holme-next-the-Sea has a large number of second homes but does not currently charge a Precept.

According to the Borough Council's definition there are 94 second homes in Holme-next-the-Sea which is reduced to 73 after allowing for exemptions. This number increases the Council Taxbase from 232 to 305 – an increase of more than 30%.

Two options are available to the Parish Council if it wishes to benefit from the policy change:

- Decide on how much it wishes to raise via a precept and calculate what each property would pay based on the Band D Council Tax figure
- Set a figure for Band D Council Tax which dictates what properties in other Bands pay

Parish Council considered the following:

- Is the new policy fair on those Parish Councils who manage their budgets in order to avoid placing a Precept burden on local residents? The Borough Council's view is that it is entirely up to a Parish Council as to whether or not to charge a Precept
- Whether or not a given Precept is an acceptable charge on the local community and can be justified, particularly where a Parish Council holds Reserves.

A discussion of the issues raised followed and it was felt that it was not necessary to set a Precept for 2025/2026 but Parish Council should consider whether large-scale projects and / or financial challenges in the future would require one to be set.

Agreed not to set a Precept for 2025/2026 but to review again next year

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

Member of the public asked that Parish Council consider the fall in numbers of local residents when considering a Precept in the future. Councillor Crown reported on how a Second Home Premium in parts of Wales introduced last year had already had an impact on the local economy. Sales of

Signed Chair *LS Devereux*

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property, especially amongst those who had inherited, had increased and with slow rates of purchase, local spend in shops, hospitality and tourist-related industries had declined.

Another comment referred to the perceptions that some have that Holme is a “millionaires’ village” with a Parish Council holding large Reserves. Member of the public felt that there was a disparity of wealth within the village and that the local infrastructure does not reflect the “millionaires” tag.

A request was made on behalf of the Holme History Group to use University of East Anglia’s photographic and filming resources for an oral and visual local history project capturing long-term resident’s stories for posterity. Idea is to install QR codes at various village locations so that these stories can be revealed through using mobile phone technology. Information contained within the QR codes would need hosting on a website and a request was made to the Parish Council for funds to create this – estimated at approximately £1000 set up plus annual maintenance.

Councillor Devereux responded in saying that the Parish Council generally looks favourably on community requests for support but it is limited by government rules in the donations it can make and in recent years has reached the maximum it can award. Additionally, that there could be security and privacy considerations of recording / making available information about properties in the village.

Suggested that a pilot project could be set up to assess interest before committing Parish Council funds. Representative considered this “a good idea” and will discuss it with Holme History Group before responding to the Parish Council.

6. Planning matters

6.1. Applications received subsequent to this agenda

None

6.2. Applications for comment

None

6.3. Other Applications for information

6.3.1. - **24/02095/LDP** - Lawful Development Certificate. Siting of a hen/coop and run Land S of 60 and SE of 71 Beach Road

Parish Council has not been invited to comment on this Application.

6.4. Comments made on Applications

None

6.5. Decisions Reported

6.5.1. - **24/01749/F** – Norfolk Pools, Builders Yard, Thornham Road. Retrospective change of use of part of field to gravelled yard allowing for new store building for maintenance of 2 acre meadow adjacent private dwelling. Application Refused, 21 November 2024. *Delegated decision*

Noted that Section 106 Deed although tied with Planning Application Reference, it does not correspond with Land Registry Title number

6.5.2. - **24/01775/F** - Eastgate Barn, Eastgate - Variation of condition 2 attached to planning permission 22/01884/F. Change of use from agricultural including the demolition of the existing barn

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and the replacement with five new dwellings. Application Permitted, 22 November 2024. *Delegated Decision*

6.5.3. - **24/01850/F** - High Road Farm Bungalow, Thornham Road, PE36 6LR, Proposed single storey extension to form sitting room and two bedrooms with en suite shower rooms. Application Permitted, 25 November 2024. *Delegated Decision*

6.6. Appeals and Enforcement

6.6.1. Vine Cottage

An Enforcement investigation into works at this site reported the following:

- works to the rear access are considered to be improvement works to an existing access track.
- spoil which has been spread across the field was taken from the adjacent dwelling house as a result of soil having been left over from landscaping works. These works are considered to be minor works with no / little impact to the land.

As a result of the above, Enforcement have now closed the case.

Noted that there have been attempts in the past to improve access to this site, which is the historic centre of the village, via Eastgate. Originally, the only access was via a gate to an agricultural field.

6.6.2. - Land S of 60 and SE of 71 Beach Road

An Ecologists Report has revealed that:

- precautionary measures were recommended to avoid impacts on protected amphibians. If additional works come in as a planning application, they would be assessed against these.

An Enforcement investigation added:

- recent activity reported is in accordance with the approved plan
- the shed has been determined as being a temporary structure in relation to approval given on 24/00150/F and is therefore considered to be permitted development

As a result of the above, Enforcement have now closed the case.

Clerk to contact Enforcement to seek clarification on the justification for the decision with reference to an earlier decision on an Application to place a shepherds hut on the land (which was not permitted)

7. Village Matters

7.1. Park Piece Planting Plan (Councillor Burton)

Councillors Burton, Crown and Devereux had met prior to the meeting to review options for Park Piece which resulted in the following proposals being presented to Parish Council:

- Planting a mixed species hedge on the west boundary of Park Piece based on an agreed mix of native plants **plus**
- Three freestanding oak trees to be sited on the east side of Park Piece just to the west of the strip of land outside the Local Green Space / Field in Trust
- Planting one row of hedging in the current financial year **and**
- Subject to satisfactory performance, to follow with a second row in the next financial year (2025-26)
- The length of hedge to be planted to be approximately 135m

Signed Chair

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- Estimated requirement: c270 x plants + 6 x trees for hedge + 3 x Oaks plus protective wrapping such as Easywrap and sundries
- The estimated costs, allowing for some additional materials / sundries and wastage are c£620 - £650. It was proposed to fund this project using c£600 from the unspent element of the Park Piece donation plus a further £100 from Parish Council funds if required
- The Chair reminded Councillors that when the donation was received the PC agreed to provide match funding

A detailed breakdown of specific hedging, plant and tree species was presented for view and comment.

Proposed by Councillor Burton and seconded by Councillor Crown that plants should be ordered and funded as described above. Agreed unanimously.

Clerk to check status of donation for next meeting.

7.2. Holme History Group (Councillor Burton)

It was felt that this matter had been sufficiently discussed under Item 5 - Public Participation

8. Monthly Report from RFO

8.1. Report

After moving from a Variable to a 1-year Fixed Rate the annual comparable costs for the Village Hall's electricity are as follows:

Month	2023	2024	% change
July	£102.74	£65.76	36% decrease
August	£104.61	£47.54	55% decrease
September	£78.59	£47.63	39% decrease
October	£122.87	£67.86	45% decrease
November	£126.82	£76.66	40% decrease

Parish Council requires an Internal Auditor to be in position in advance of 2024 / 2025's AGAR. Parish Clerk has contacted Norfolk Parish Training and Support following a recommendation. NPTS are processing our request as they hold a list of local Internal Auditors.

Monthly internal financial check for October 2024 carried out by Councillor Crown 14 November 2024. Cheque 101551 required cheque stub to be seen (done 14 November) and bank statement for donation to Holleys (11 November) required bank signatory to sign.

8.2. Draft Budget 2025 / 2026

Copies of the revised Draft Budget 2025 / 2026 were circulated to parish councillors prior to the meeting. Both a negative budget and a balanced budget were produced. The latter would require £16,387 being transferred from Reserves. To give a time perspective, budgets for the previous 5 years were also provided for comparison.

In most cases, an estimated 5% increase in expenditure lines has been adopted. However, based on 2nd Quarter trends for 2024/2025, increased amounts have been suggested for streetlighting and office telephone / broadband.

Signed Chair

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Following last month's decisions an additional £500 was added to Planning / NDP and the Emergency Telephone was cancelled.

Parish Council agreed the changes made but wished to wait until the New Year to approve the Budget to allow time for any further demands to be considered

8.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
D.T. Watkins	Land Registry fees	£27.00	Bank transfer
D.T. Watkins	Signed for application to Land Registry	£4.30	Bank Transfer
Summit Architectural	Village Hall drawings -up to £1260 agreed at Confidential meeting 11/6	£1000	Bank Transfer
British Gas	Village hall electricity	£76.66	Direct debit
Payroll	Staff salaries	£629.04	Bank Transfer
HMRC	PAYE on staff salaries	£161.10	Bank Transfer
L. Devereux	Underpayment from previous month's Norton subscription	£10.00	Bank Transfer
BTplc	Telephone and broadband	£84.18	Direct Debit
GeoXphere Ltd	Parish Online – annual subscription	£36.00	Bank Transfer

Agreed unanimously

9. Correspondence

9.1. Any correspondence not otherwise on the Agenda

- **Coastal footpath** – Clerk reported that a user of the path had copied in the Parish Council to a complaint they had made about its condition to County Councillor Andrew Jamieson. Much of the information relevant to this was covered in Councillor Jamieson's Monthly Report.

10. Date of Annual Parish Meeting and Annual Parish Council Meeting

A request by Councillor Devereux was made to bring forward both the Annual Parish Meeting and the Annual Parish Council Meeting from the 13 May 2025 to 6 May 2025

Agreed unanimously

11. Date of next meeting of the Parish Council Tuesday 14 January 2025

Signed Chair

L S Devereux

Date 14/1/25