

**HOLME-NEXT-THE-SEA PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 14th  
February 2023 at 7pm**

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

**In Attendance:** Borough Councillor Bob Lawton, Dave Watkins (Parish Clerk) and 5 members of the public

**1. Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence  
County Councillor Andrew Jamieson (meetings clash)

**2. Declarations of Interest:** To declare any personal or prejudicial interests  
Councillor Crown declared an interest in Item 8.4

**3. Minutes of the Parish Council Meeting held on Tuesday 10 January 2023**

**3.1. Approval**

These had been pre-circulated.

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 10 January 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) Interest rates – Clerk has circulated report to Parish Council for comment

**Parish Council to send comments to Parish Clerk**

(3.2) Traffic Order – letter to NCC still in process of being compiled

**Councillor Amies to action**

(5) Public participation – Peddars End Application – Parish Clerk confirmed that contact had been made with the appropriate Planning Officer, and that they were giving consideration to the situation of late posting of the Application and the holiday period, with an assurance that both public and revised Parish Council submissions would be taken into consideration.

(6.6.2) Newholme and Eastgate Barn – use of former being used as a builders yard and rubbish on the latter reported to Enforcement

**Clerk confirmed that this had been reported to the Borough Council**

(7.2) Trods – two trods had been scheduled for installation on 13 February but, on inspection, work had not been undertaken.

**Clerk to contact Highways for an update on when work would commence**

(9.1) Wall in Marsh Lane – information passed to Holme History Group to see if they would be interested in making an application for a heritage listing for the site but none had been expressed. Subsequently, bricks have been removed from the collapsed wall and new fencing erected.

Signed Chair

*LS Devereux*

Date 14/3/23

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

##### 4.1. County Councillor and District Councillor reports

County Councillor Andrew Jamieson had circulated a Report to Parish Council prior to the meeting which covered the following topics: County Council Tax; County Council savings; County Council spending; County Deal.

Borough Councillor Bob Lawton informed the meeting that a Wash Barrier presentation was being given at the Princess Theatre, Hunstanton, on 19 April. He also wanted to promote his Local Fund of £250 which was available to independent organisations within his constituency for community projects.

##### 4.2. Local Plan update (Councillor Devereux)

Examination Hearing commenced in December 2022 and Parish Council had submitted representations and participated in debates. There are three possible outcomes: all fine, where the Plan is legally compliant and sound; main modifications required, which involve re-consultation; Plan is found to be unsound, which is rare.

Inspectors had adjourned the Hearing in January as they had outstanding questions relating to soundness and had written to the Borough Council setting out their requirements. Amongst the issues of concern to the Inspectors were: viability of the spatial strategy; justification for focussing growth on the A10 corridor; lack of evidence to show transport network can support planned growth. Other questions to be addressed are: have Settlement Hierarchy criteria been applied consistently?; is there too much reliance on windfall sites (vs allocations)?; would the viability of rural areas benefit from additional growth?; is out of town retailing damaging town centres?; are all policies positively worded (i.e., in favour of development)? With regard to the last question, there has been no consideration of the plight of the coastal AONB communities in relation to housing, flood risk, and environmental pressures.

In terms of what happens now, the Borough Council must submit evidence-based answers to the Inspector's questions by 28 April. If acceptable, a consultation will be carried out on any changes that need to be made to the Draft Plan – probably concluding in the autumn after which the Hearing may re-commence. If the answers are not acceptable the Plan may be found unsound.

Councillor Amies asked that the Parish Council thank Councillor Devereux for her attendance and report and asked if it could be shared with the Saxon Shore Parish Forum.

Councillor Crown informed the Parish Council that new Supplementary Guidance on management of flood risk has been produced but only covers an area from Felixstowe to Holkham, excluding Holme and beyond. Unclear as to why Kings Lynn and West Norfolk Borough Council are not part of this arrangement.

Councillor Cole expressed her concern that the proposed County Deal gives NCC more planning powers but did not participate in the Local Plan Examination.

##### 4.3. Saxon Shore Parish Forum – 26 January (Councillors Devereux, Crown and Norman)

As always, the SSPF is a useful forum for the exchange of information. Concern was expressed by some Parish Councils on the difficulty of attracting new councillors. Parking continues to be an issue for all SSPF Parish Councils. Discussion about the proposed Port Evo project resulted in a number of

different approaches being adopted – from writing letters of objection to wait and see until more details are published.

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

A member of the Village Hall Committee informed the Parish Council that they have submitted a bid for £200 to the Borough Council for a Coronation Picnic. A decision will be made in March, with successful applicants receiving their money in April.

A member of Holme History Group explained that the group would like to commemorate the Coronation with a legacy item. They have begun fund-raising for a Coronation Cabinet – a fire-proof locked cabinet providing a secure location for historical artefacts relating to Holme. The group have estimated that a suitable cabinet will cost approximately £1,000 and asked if the Parish Council would contribute to the purchase. The History Group were also directed towards Councillor Lawton's Local Fund discussed under Item 4.1

**History Group asked to provide details and submit a formal proposal to the Parish Council**

**6. Planning matters**

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

6.1.1. – **23/00185/F** - Renovation and remodelling of existing dwelling with extension and proposed gallery. Larkin House, 36 Main Road, PE36 6LA – Expiry date 6 March

Parish Council noted that there is no history of this property on the Borough Council's planning portal but local councillor knowledge indicated that with the possible exception of the glazed porch no previous extensions have taken place. Plans do not clearly show details of the staircase to independent accommodation at front of house or 'covered area/outdoor kitchen. Thus, it was difficult to determine the impact of these.. Concerns were also expressed at the potential loss of amenity to near neighbours created by the side extension, rear balcony, viewing gallery and windows. The number of roof lights and windows were also noted as having an impact on Dark Skies. Comments were also made as to whether parking arrangements are adequate to meet the number of bedrooms and purpose for which the accommodation is intended.

**Decision: Object**

**6.2. Applications for comment**

6.2.1. – **22/02107/F** - Proposed extension and alterations to existing dwelling and detached garage at Beamish, Broadwater Road. Expiry date: 16 February

Noted that this is a re-consultation and that the Parish Council had not supported the previous Application due to concerns about the size of the development, flood risk, parking arrangements, cumulative impact on the AONB and biodiversity plus insufficient evidence of the economic benefits which would accrue. Also noted that the Water Management Alliance (WMA) had commented on the lack of a strategy for dealing with surface and foul water.

The Parish Council still has concerns over the Agent's interpretation of how the size complies with the requirements of the NDP, parking arrangements and the cumulative impact on the AONB and biodiversity. Unclear from the Plans as to what is being claimed under Permitted Development Rights (PDR) and what parts permission is being sought for.

**Decision: Maintain Objection**

### 6.3. Other Applications for information

6.3.1. - **20/02070/NMA\_1** - NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 20/02070/F: Construction of a two-storey dwelling following demolition of existing dwelling. The Tower, Broadwater Road, PE36 6LQ (not subject to consultation)

### 6.4. Comments made on applications

None

### 6.5. Decisions reported

6.5.1 – **22/00065/F** - Westfield, 27 Peddars Way, PE36 6LE - Demolition of existing bungalow and construction of detached two-storey dwelling. Application Refused 13 January 2023. *Committee Decision*

6.5.2 – **22/02130/F** - Flaxley House, Broadwater Road, Holme, PE36 6LQ - VARIATION OF CONDITIONS 2 AND 4 OF PLANNING CONSENT 22/00114/F: Extensions and alterations to dwelling. Application Permitted 23 January 2023. *Delegated Decision*

### 6.6. Appeals and Enforcement

6.6.1 - **21/00457/F / APP/V2635/W/22/3298653** – Westfield, 27 Peddars Way.

Reported that although the Appeal has been upheld the Parish Council had not been formally notified of the decision. Noted that the Inspector’s decision could not be challenged on planning grounds but could be if legal or procedural errors in the process could be identified.

Challenge would be a two-stage process – establishing grounds for a challenge and then submitting it for Judicial Review, both of which require the services of a solicitor and a barrister. A parishioner has offered to fund Stage 1 independently and Stage 2, if there was a good chance of a successful outcome with the Parish Council acting as the lead.

Parish Council was asked to consider this approach.

**Decision: Agreed to proceed to Stage 1 and await outcome before deciding on Stage 2. Votes for: 5. Those against: 2.**

## 7. Village Matters

None

## 8. Monthly Report from RFO

### 8.1. Report

Barclays concluded an Identity Review on 6 February of the Parish Council’s accounts. Evidence requested was submitted and confirmation received that Parish Council has met all requirements.

Monthly internal financial check for December carried out by Councillor Crown 11 January 2023.

Monthly internal financial check for January carried out by Councillor Crown 6 February 2023.

## 8.2. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
<b>British Gas</b>	Village Hall electricity	£122.14	Direct Debit -paid 27/1/23
<b>HMRC</b>	PAYE on Staff salaries	£143.60	Bank Transfer
<b>Payroll</b>	Staff salaries	£574.60	Bank Transfer
<b>BT plc</b>	Telephone and broadband (January )	£69.48	Direct Debit
<b>D. T. Watkins</b>	Land Registry fee	£3.00	Bank Transfer

**Agreed unanimously**

## 8.3. Budget 2023 / 2024

A Draft had been circulated to the Parish Council prior to the meeting.

Difficult to predict in the current turbulent economic climate what estimated costs the Parish Council will face. As a general rule a 5% increase has been assumed but Notes below explain where there have been deviations.

### Income

- Lease on Bungalow has been renegotiated and monthly rental increased
- Rent review due on Caravan Park November 2023 so option to raise income for last two Quarters of the year

**Parish Clerk to contact an Agent to assess fees prior to a valuation and rent review**

### Expenditure

- Elections May 2023 – Electoral Services estimate that if there are contested elections in Holme the cost would be approximately £1500
- Coronation of King Charles III (May 2023) – same as for Queen’s Jubilee but with some flexibility allowed
- Energy costs – difficult to predict so have over-compensated by increasing by 100%. Energy Bill Relief Scheme (EBRS) due to expire in April 2023
- Parish Council has not agreed on any capital expenditure for 2023/24. Provisional sum of £2000 set aside.

Parish Council agreed to

- increase the amount set aside for website costs to £200
- increase the amount set aside for legal fees to £25,000
- increase the amount set aside for capital items to £3,000

**Agreed: to adopt Draft Budget with above amendments as Final Budget for 2023 / 2024**

## 8.4. Donation request from PCC

Parish Council had received a request from Holme Parochial Church Council, which had been previously circulated, for a contribution towards upkeep of St Marys church graveyard.

**Agreed: That a contribution of £1680 should be made to the PCC towards upkeep of the graveyard**

## 9. Correspondence

### 9.1 Any correspondence not otherwise on the Agenda

- **Coastal Fountain Fund** – installation of water bottle refill stations to reduce the impact of single-use plastic water bottles on coastal habitats. Grants of up to £2,500 are available, per applicant, towards the cost of a fountain. Applications from East Anglia are particularly welcome, as the area has been under-represented in previous years. Deadline 28 February 2023.

**Clerk requested to investigate further pending a bid**

- **Norfolk Rural Electric Vehicle Chargepoint Pilot** – NCC have now secured funding for a pilot project and asking for a further expression of interest – deadline for response 24 February. Noted that NCC would arrange site surveys, funding and installation and provide financial and technical support to December 2024.

**Parish Council did not feel there was sufficient space to provide charging points without affecting other users. Agreed not to proceed any further at this stage.**

- **Election ID procedures** – Borough Council and Parish Council elections in May will require photo ID. Details have been circulated to Parish Council and published on the VIN.
- **Fibre to the Cabinet (FTTP)** — Clerk reported that NCC are still in the procuring phase and expect to make a decision by the end of March. Vouchers will be increased in value from £1,500 to £4,000.
- **Concrete posts to protect the Village Green** – request received from a parishioner to install them. NCC have previously objected as they say vehicles need space to allow oncoming traffic to pass.

**Clerk to contact Highways for an updated position**

- **Additional defibrillator** – request received for another unit to be located at toilets in Beach Road.

**Parish Council decided to consider this in the next financial year**

- **Have your say on a County Deal for Norfolk** – link circulated to Parish Council on 13 February regarding the online survey and details of a Drop-In at Hunstanton Town Hall on 1 March, 10-2 and 4-6.

**Comments to be sent to the Clerk for compiling a Parish Council response by 17 March**

## 10. Date of next meeting of the Parish Council Tuesday 14 March 2023