

## HOLME-NEXT-THE-SEA PARISH COUNCIL

### Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 11th February 2025 at 7pm

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

**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  
None
2. **Declarations of Interest:** To declare any personal or prejudicial interests  
None
3. **Minutes of the Parish Council Meeting held on Tuesday 14 January 2025**
  - 3.1. Approval  
These had been pre-circulated  
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **14 January 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) National Planning Policy Framework – Councillor Devereux has written to thank James Wild MP for actioning her letter which resulted in a reply from Baroness Taylor of Stevenage (Parliamentary Under-Secretary of State for Housing and Local Government). Councillor Devereux also reported that she has been in contact with the Borough Council’s Planning Policy Development Manager.
    - (3.2) Environment Agency Report on Water Quality – Councillor Devereux reported that a follow-up response had been sent to the Environment Agency (EA) regarding collaborative work on the River Hun’s level of pollution and bathing water quality. Currently EA labs are too busy to support this initiative and although they have suggested alternatives, Councillor Devereux believed that credibility of any findings would suffer without EA involvement.
    - (3.2) Public Participation (Local History request) – Councillor Devereux has written to Holme Local History Group about their proposed visual / oral project and is expecting a proposal to come forward regarding a pilot project.
    - (3.2) Park Piece Planting Plan – all plants have been ordered at a cost of £695.93 but VAT (£104.55) can be claimed back. Councillors Burton and Crown have planted them. Councillor Devereux thanked both councillors for their efforts.  
Donation was £800. Parish Council has spent £890.10 but with VAT to reclaim total will be £785.55.
    - (3.2) Village sign – Clerk reported on the site visit of 29 January with the prospective sign painter. Councillor Crown was in attendance. Noted that although there is no charge for labour, there is a charge for the cost of materials and some travel. Water-based paints are used for large areas and

Signed Chair

*LS Devereux*

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artists' acrylics for small areas and details. Finished sign would be given 3 coats of clear acrylic satin finish spray lacquer. Sign painter has already done Fritcham, South Creake and Burnham Market's signs and is contracted to do Thornham and Roydon's.

There is nothing about our sign which is considered difficult. If approved by Parish Council work could start in approximately 8 weeks time (early April) and should take about 4 weeks from start to finish.

**Agreed unanimously** to proceed.

(4.1) County Councillor and District Councillor reports – Councillors Devereux had put her concerns down in a letter to Borough Councillor de Winton and awaited a reply.

(6.3.1) - 24/00251/TREECA – Borough Council's Aboricultural Officer had replied to Councillor Devereux but had not commented any further on work at Squirrels.

(6.6.1) Vine Cottage – Clerk confirmed that Enforcement had been contacted on 17 January but no response received as relevant Officer is on Annual Leave till 10 February.

(9.1) Sewage issues at Whitehall Farm – VIN issued 23 January.

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

**4.1.** County Councillor and District Councillor reports - None to report

**4.2.** Saxon Shore Parish Forum – 22 January (Councillor Crown)

The meeting was poorly attended but the following items were discussed: emerging Local Plan; parking restrictions in Old Hunstanton; replacement of Thornham's Speedwatch cameras; Ringstead and Thornham's charities changing their original aims which may have some interest for Holleys Trust; a traveller residing in Thornham church.

**4.3.** Report from Village Hall Committee Meeting – 28 January (Councillors Norman and Seare)

Noted that Councillor Norman is now Chair of the Committee and that Alison Hulme has stepped down.

Electrical work – Parish Council received a request from VHC to contribute to the cost of a statutory electrical check of the Village Hall which has to be undertaken every 5 years. Quote for £975+VAT = £1170. Last done October 2019 when cost was £1020 but this also included cost of extra sockets. Not known if current quote includes PAT testing of electrical equipment.

**Agreed that Parish Council would contribute 50% towards electrical check and PAT testing**

It was suggested that the old bowls carpet should in the first instance be offered free to any other clubs in the area who wish to collect.

**Agreed that Clerk should contact local clubs to make the offer**

Village Hall Committee Constitution – an amendment suggested at the last meeting, regarding regular financial checks had been presented to VHC. Response was that they feel current process of once pa is sufficient for sums managed. Councillor Devereux raised concerns about funders assessment of the process when considering bids where minimal checking could count against the VHC in a competitive bidding situation and whether it was sufficient for larger sums being managed following an award. Other VHC comments related to the difficulties of finding an independent person to undertake monthly checks and that, for the current levels of income and expenditure, annual checks were sufficient.

**Agreed to maintain annual check undertaken by Responsible Financial Officer**

Signed Chair

*LS Devereux*

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#### 4.4. Flood and Drought Summit – 31 January (Councillor Devereux)

Organised by Norfolk County Council as Lead Local Flood Authority. Standard of presentations was excellent with highlights being a personal account of flooding and its impact given by a local councillor plus an overview from an ex-Delta Commissioner for the Netherlands who described their successful approach to flood control. It was apparent that the UK is far behind the Netherlands in its approach to flood management. A Panel of experts consisting of organisations with responsibility for flood action / response and MPs considered what had been heard and took questions.

Cllr Devereux urged other councillors to review the livestream recording.

**Clerk to circulate link to livestream recording.** Cllr D urged other PC members to review.

#### 4.5. CAN Training – Funding for Capital Projects - 6 February (Councillor Norman)

This was well attended and informative.

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

Two members of the public shared concerns that the Wash Barrier project was advancing without those directly affected being fully aware. Reference was made to a presentation given by the CEO of Centre Port at a recent Hunstanton Town Council meeting where he said finance had been acquired to submit the project as a Nationally Significant Infrastructure Project (NSIP) as the first stage in acquiring a Development Consent Order (DCO). Noted that before submission, Applicants have a statutory duty to conduct consultations on their proposals with people and organisations in the affected area. Concerns were expressed that this was not the case in terms of contact made with the Parish Council.

Councillor Amies suggested that Borough Council, County Council and Parliamentary representatives be contacted.

**Clerk to investigate how meeting at Hunstanton Town Council was advertised**

**Clerk to contact Thornham Parish Council in regard to outcome of SSPF comments to Norfolk Coast Partnership**

**Clerk to obtain names of members of Norfolk Coast Partnership Management Board**

**Clerk to contact Borough Councillor Tom de Winton to determine what his current position is on the project**

### 6. **Planning matters**

6.1. Applications received subsequent to this agenda

None

6.2. Applications for comment

None

6.3. Other Applications for information

None

6.4. Comments made on Applications

None

## 6.5. Decisions Reported

6.5.1. – **24/00251/TREECA** - Peddars End, 20 Kirkgate, PE36 6LH. To fell the length of conifers on the northern boundary of the garden to Peddars End. No objection. 29 January 2025. *Delegated Decision*

## 6.6. Update on Local Plan (Councillor Devereux)

Inspectors' Report was due to be published by the end of January but looking more like February now. The Inspectors undertook a Housing Delivery Test last September and they concluded that the Borough Council's target was too low and therefore need a 20% buffer to the allocations. The government's figures, supplied by the Ministry of Housing, Communities and Local Government (MHCLG) have however been challenged by the Borough Council.

Delays continue with regard to the West Winch bypass. The Borough Council's Planning Committee therefore would not agree to vote to approve Phase 1 of the housing development until the bypass funding has been confirmed. There is also an ongoing discussion with the housebuilders on the percentage of social housing to be included.

Correspondence received from the Borough's Planning Policy Manager suggests the Plan will be adopted by the end of the financial year.

## 6.7. Appeals and Enforcement

6.7.1. - **22/01970/F / APP/V2635/W/24/3357420** - Replacement dwelling. Brownsea, 44 Beach Road, PE36 6LG. Expiry date: 26 February

**Agreed that Parish Council to submit comments**

**Councillor Hulme to liaise with Holme History Group for their input into representations**

6.7.2. - Squirrels – a report from a parishioner about a potential encroachment of building works onto Restricted Byway 7 was submitted by the Clerk to Norfolk County Council on 27 January

6.7.3. – Eastgate Barns – a request to investigate a potential breach of planning consent has been submitted to the Borough Council's Enforcement and was acknowledged on 6 February. Borough Councillor Tom de Winton has also been informed and asked to make enquiries (24 January).

6.7.4. – White Horse – following a parishioner notifying the Parish Council that a new structure (BBQ?) was under construction in the garden, the Clerk sought clarification from the Case Officer (6 February) who has passed it onto Enforcement for investigation (acknowledged 10 February).

6.7.5 – Brownsea – noted that the poor state of maintenance has seen this property deteriorate Parish Council has reported this to Enforcement (28 January).

## 7. Village Matters

### 7.1. Dark Skies (Councillor Hulme)

Councillor Hulme expressed his concern over the number of new developments that do not consider the impact on Dark Skies. Acknowledging that the Parish Council addresses issue in making comments on Planning Applications he asked if there was more it can do when submitting responses to Applications. Noted that North Norfolk District Council has a specific policy on Dark Skies. Councillor Hulme had enquired about light readings taken in the local area revealing a 4% increase per annum in light pollution. Councillor Hulme has contacted James Wild MP about membership of the All-Party Parliamentary Dark Skies Committee as he is not currently a member.

## 8. Monthly Report from RFO

### 8.1. Report

Newly appointed Internal Auditor (Di Dann) has conducted an interim check of governance and financial records for the Parish Council and has no cause for concern. She has advised that she will prepare a final report once the current financial year has concluded and full Accounts are available.

### 8.2. 2025/2026 Draft Budget

Copies of the revised Draft Budget 2025 / 2026 were circulated to parish councillors prior to the meeting. 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 3rd Quarter trends for 2024/2025, increased amounts have been suggested for streetlighting and office telephone / broadband. The donation for Park Piece has now been spent following expenditure in January / February 2025. A change to the annual payment schedule used by the Borough Council for dog-waste collection has necessitated a change to the estimate for 2025/2026.

**Proposal to adopt Draft Budget as Final Budget for 2025 / 2026.**

**Agreed unanimously**

### 8.3. Draft Reserves Policy

Good practice suggests Parish Council should adopt a Reserves Policy in the interests of transparency. This Draft (copied to parish councillors prior to the meeting) is based on a model prepared by the Society of Local Council Clerks (SLCC). It is intended to indicate clearly that some of Parish Council funds are set aside for specific purposes, some of which have conditions set by organisations external to Parish Council - such as Borough Council (CIL payments and funding), Norfolk County Council (Parish Partnership Fund), funders and donors.

**Agreed that a resolution to adopt the Draft Reserves Policy should be tabled for the next meeting**

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## 8.4. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
<b>Buckingham Nurseries</b>	Plants and equipment for Park Piece	£621.45	Bank Transfer Paid 16/1/25
<b>D T Watkins</b>	Plant from Ashridge Nurseries for Park Piece	£47.79	Bank Transfer
<b>K &amp; M Lighting Services</b>	Lighting repair	£144.00	Bank Transfer
<b>R. Burton</b>	Purchase of plant for Park Piece	£26.69	Bank Transfer
<b>D T Watkins</b>	Land Registry fee	£7.00	Bank Transfer
<b>British Gas plc</b>	Village Hall electricity (January)	£82.61	Direct Debit
<b>G.W. Crown (Ringstead) Ltd.</b>	Hedge cutting Park Piece (inside/outside)	£300.00	Cheque 101552
<b>Payroll</b>	Staff salaries	£688.72	Bank Transfer
<b>HMRC</b>	PAYE on staff salaries	£186.63	Bank Transfer
<b>BT plc</b>	Telephone and broadband	£94.86	Direct Debit
<b>KL&amp;WNBC</b>	Annual dog-waste collection	£978.43	Direct Debit

Agreed unanimously

## 9. Correspondence

## 9.1. Any correspondence not otherwise on the Agenda

- Letter from NALC County Officer (31 January – circulated 3 February) – detailed change of legal status from that of a cooperative to not-for-profit company limited by guarantee
- A parishioner has raised concerns about increased dog waste on Green Bank between Ringstead Road and Chalkpit Road. Parish Council last discussed this issue at its 8 November meeting (Item 7.5)

**Clerk to contact Norfolk County Council to request options available to address this problem**

**Clerk to issue a VIN to highlight the issue**

## 9. Date of next meeting of the Parish Council Tuesday 11 March 2025

Signed Chair

*LS Devereux*

Date 11/3/25