

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 10
February 2026 at 7pm**

Present: Lynn Devereux (Chair), Martin Crown, Robbie Burton, John Hulme and Fred Hallsworth (part)

In Attendance: Dave Watkins (Parish Clerk) and 4 members of the public

1. **Apologies for Absence and approval of reasons:** To receive apologies and reasons for absence
Councillor Seare (private appointment)

2. **Declarations of Interest:** To declare any personal or prejudicial interests
Councillor Devereux declared an interest in Item 7.1.1. as a near neighbour

3. **Minutes of the Parish Council Meeting held on Tuesday 13th January 2026**
 - 3.1. Approval
These had been pre-circulated
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **Tuesday 13th January 2026** be confirmed as a true record and be signed by the Chair.

 - 3.2. Matters arising from the Minutes (non-agenda items)
 - (3.2) Beach Road ditches – Clerk confirmed works with the contractor and work scheduled for mid-March.
Agreed by majority vote
 - (4.1) Cycle path from Holme to Thornham – Councillor Devereux confirmed that it had not been possible to raise this issue at the meeting.
 - (4.2) Website – Councillor Devereux reported work on new website is proceeding well with a draft version recently made available.
 - (5) White Horse Caravan Park site licence – Clerk reported that in the interim, following contact with the Parish Council’s solicitors, the Borough Council had provided a copy of the site-specific licence. Borough Council’s Enforcement team have informed Parish Council that they consider the current works being undertaken are Permitted Development.
 - (10) Open Gardens request – Clerk confirmed, following a check of the policy and a phone call to its insurer, that Parish Council has public liability insurance up to £12m for use of its properties. It was recommended that any organisation using Park Piece should have insurance for their staff and that they should complete a Risk Assessment. Organisations not confirmed as yet, but on Agenda for next Open Gardens Committee meeting.

Signed Chair



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4. Co-option of parish councillor

Clerk confirmed that two nominations had been received for co-option of a parish councillor to Parish Council. Following a secret paper ballot of all parish councillors present at the meeting, Fred Hallsworth was co-opted by majority vote as a parish councillor. Having signed a *Declaration Of Acceptance Of Office*, which was witnessed and signed by the Clerk, Fred Hallsworth joined the meeting as a parish councillor.

5. Reports: to receive the following

5.1. County Councillor and District Councillor reports

Written report from County Councillor Andrew Jamieson circulated to Parish Council (3 February)

5.2. Saxon Shore Parish Forum (21 January) – Councillors Devereux and Crown

Much of the meeting was devoted to a report given by Norfolk County Council representatives on a new High Street retailing initiative. County Councillor Andrew Jamieson is planning to organise a presentation on economic development to support coastal businesses. There was little information directly relevant to Holme.

5.3. Centre Port Proposals and Coastal Water Quality (22 January) Councillor Crown and Parish Clerk Councillor Crown reported that information provided by Hunstanton Town councillor, Robert Corby, had been sourced from research on the internet. There was an explanation of the proposed 3 phases (port, energy generation and barrage) of the Wash Barrage but a Development Consent Order has not yet been published to show these in detail.

There was also an update on Water Quality in the local area. Anglian Water has stated it will object to new developments served by the Heacham waterworks because the infrastructure cannot cope with additional waste. Necessary upgrades are not expected until 2035, effectively acting as a potential block on new homes in Heacham, Hunstanton, Snettisham, Sedgeford, Docking, Holme, Thornham, and parts of Titchwell.

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

A member of the public who is a near neighbour of 4 Peddars Way expressed her objection to Planning Application **25/02131/F** (Item 7.2.2) citing a number of concerns regarding potential impacts on her amenity.

Several members of the public shared their concerns with the ongoing works being undertaken at the White Horse Caravan Park and asked what more could be done to protect the site.

Councillor Devereux confirmed that the Borough Council have declared the works as permitted development under the existing site licence. However, she stressed that to date no drainage layout plans or flood risk assessments have been provided, approval for the former being a condition of the licence.

Councillor Hallsworth neighbour pointed out that Borough Council approval is required for any changes to drainage on the site as stipulated in the licence and that a FOI request has been made asking for evidence of this decision. Concern was expressed that a site hosting up to 250 people and

Signed Chair



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74 cars could be added to the village with all the associated issues this brings. Similar developments, if replicated in other areas close to Holme, require close attention.

Councillor Devereux has raised this issue at Saxon Shore Parish Forum meetings and suggested that the Office of Environmental Protection may be able to help. She has also written to the Environment Agency but they have responded to say they will not intervene as it is regarded as Permitted Development.

A member of the public placed the blame for the current situation firmly on the Borough Council's Enforcement team who have failed to take appropriate action in the face of a number of breaches of planning rules. They cited the absence of an HRA despite assurances that one was being made available.

A neighbour wished to draw the attention of Parish Council to Item 7.1.1. on the Agenda. They have not been consulted on the Application and were concerned that the company being employed had previously undertaken poor work on Brownsea, Beach Road and several other locations in the village. The Application form incorrectly lists the trees as not being subject to Tree Preservation Orders, does not state who owns them, how work will be carried out or safety measures to be implemented. Furthermore, no reasoning is given as to why the work is necessary. Member of the public feels that if work is permitted, it will cause damage to the Conservation Area. They saw this as another example of the Borough Council's inability to control development.

Councillor Devereux confirmed that Parish Council are not consulted on Tree Applications and highlighted growing concerns the degradation of the Conservation Area over time.

7. Planning matters

7.1. Applications received subsequent to this agenda

7.1.1. - **26/00021/TPO - 2/TPO/00051** - Row 1: Entire row of limes. Repollard to previous pollard points. Ash Cottage, 48 Main Road, PE36 6LA

Application is seeking permission to pollard 12 trees. It was noted that there has been no consultation with PC or near neighbours. Concern was expressed that the contractor appointed to carry out this work was the same company responsible for works at Brownsea, Kirkgate, and Eastgate, which the Parish Council regarded as being unacceptable.

Furthermore, the Application is incorrect in stating the trees are not protected by TPOs and does not include details on what health and safety precautions will be taken. It also appears that the Borough Council's Tree Officer has given verbal permission.

Councillor Devereux confirmed that currently, Parish Council is not formally consulted on Tree Applications.

Agreed: Councillor Devereux to ask Borough Council to formally consult with the Parish Council on Tree Applications

Agreed: Councillor Devereux to consult with Saxon Shore Parish Councils on their experience of engaging with the Enforcement team

Agreed: Parish Council to raise a complaint with the Borough Council over the management of this Tree Application

Signed Chair



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7.2. Applications for comment

7.2.1. – **25/01990/F** – Re-location of private drive to Holmbush at Holmbush, Thornham Road, PE36 6LS. Expiry date – 11 February 2026

Noted that permission has previously been granted and implemented for a new access drive to Holmbush from the A149, (20/00857/F and 19/00285/F). A previous permission for the remaining part of the drive to the north (Application 21/00239/F) has now lapsed. New Application is stated as being a drive solely for Holmbush but there was some concern over how this could be guaranteed as drawings suggest that users of Drove Orchard may be able to access it as well.

Parish Council recognised that Drove Orchards has expanded into a significant retail park. In 2015, planning consent was granted for the construction of Gurneys fish shop, marking the first development east of Holmbush Drive. This has led to ongoing access issues, as customers must cross the privately owned Holmbush Drive by both car and on foot.

Parish Council was reminded that it has consistently objected to both access arrangements on safety grounds (both cars into the site and the location of new bus stops) and the internal circulation of traffic, which is not segregated from pedestrians. It was noted that the current application seeks to ease circulation around the Drove Orchards site and also allow for the redundant Holmbush Drive to be given over to Drove Orchards.

Site was surveyed for Biodiversity Net Gain in November 2025 to confirm the extent and condition of the habitat features on site and calculations based on standard. This concluded that the scheme would achieve a net gain in excess of 10% required through the Environment Act 2021.

Parish Council considered the Applicant's arguments in support of this Application in regard to: safety improvements to access; reduction in car v pedestrian conflicts on part of site (between Gurneys and the main car park); creating space "for much needed additional parking."

Parish Council stated that previous development has been allowed to encroach into the countryside. The need for additional parking was considered. Parish Council did not feel that the Application contributed to resolving the ongoing issue of providing safe exit and entry to the site.

Decision: Submit comments

7.2.2. - **25/02131/F** - HOUSEHOLDER: Single storey rear extension, alteration to fenestration, extension to ancillary building. 4 Peddars Way, PE36 6LE. Expiry date – 12 February 2026

Noted that this development site is in the Holme Conservation Area. A Draft Conservation Area Character Statement map shows the group of cottages on the corner of Peddars Way / Westgate as important unlisted buildings (excludes the outbuilding of No4).

Plans provided by the architect were incomplete in regard to north and south elevations and discrepancies in height of the ridge. As a result, it was felt that without clear/correct drawings it was impossible to understand the impact on surrounding properties, making informed comment difficult. It was reported that there is an ongoing issue in establishing the boundaries of this property, (possibly?) resulting in a delay in registering it with Land Registry.

Parish Council considered the following NDP Policies:

- HNTS 11: Impact on street-scene, character and residential environment – As drawings do not show adjoining properties, Parish Council concluded that the relationship and character impact were unclear

Signed Chair



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- HNTS 12 Conservation Area - Drawings show inconsistent use of red brickwork on extensions. Applicant has written to Parish Council to say, "Currently the drawings are in brick, but we fully intend to do our extensions in traditional stone and chalk to match the existing walls."
- HNTS 17 – size of extensions conforms with policy requirements

Although there is no explicit mention of use of outbuilding for commercial / holiday use, Parish Council considered conditions should be sought to restrict use to be ancillary to residential use of main house the in interests of controlling neighbouring amenity.

Decision: Object (unanimous)

7.3. Other Applications for information

7.3.1. - **26/00007/TREECA** - T1 - Lime. Pollard to approx 5 metres (existing height approx 8 metres). Causing excessive shade/blocking light. 6 Manor Court, Eastgate, PE36 6LN

7.3.2. - **26/00015/TREECA** - TREE IN CONSERVATION AREA: To remove the tree and stump. The Willow tree is approx 4 metres from house. The root system has raised several large paving slabs. The Diggings, 7 Westgate, PE36 6LF

7.4. Comments made on Applications

None

7.5. Decisions reported

7.5.1. - **25/01901/F** - HOUSEHOLDER- Alterations to & Extension of Existing Dwelling. Seasplurge, 25 Beach Road, PE36 6LG. Application Permitted, 22 January 2026. *Delegated Decision*

7.5.2. - **25/01999/F** - Extensions and alterations to dwelling. Greentiles, 5 Peddars Way, PE36 6LE Application Permitted, 26 January 2026. *Delegated Decision*

7.5.3. - **26/00003/TREECA** - Sycamore - Remove extended top branches to further encourage growth in lower crown. T2 and T3 Sycamore - Prune away from chimneys to give 2 metre clearance. Whitehall Farm, 26 Kirkgate, PE36 6LH. Tree Application - No objection, 23 January 2026. *Delegated Decision*

7.5.4. - **26/00004/TREECA** - T1 Cherry – reduce by 1.5 metres. T2 Thorn – reduce by 1.5 metres. Laurel Villa, 44 Kirkgate, PE36 6LH. Tree Application - No objection, 23 January 2026. *Delegated Decision*

7.5.5. - **25/02019/LDE** - Application for a Certificate of Lawfulness (existing development) to confirm the additional roof light installed to the dwellinghouse constitutes permitted development under Schedule 2, Part 1, Class C of the General Permitted Development Order. Home Farm House, 40 Westgate, PE36 6LF. Not lawful. 30 January 2026
Parish Council had commented that there was an existing condition preventing any more changes to the roof without explicit consent.

Signed Chair



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7.6. Appeals and Enforcement

No reports

7.7. Local Plan and Neighbourhood Development Plan review

Borough Council's Local Plan was reviewed 2016-2025 and the current Local Plan covers the period 2021-2040, was adopted in 2025.

Holme's Neighbourhood Development Plan was reviewed 2016-2020 and the current NDP covering the period 2016-2036 was adopted via referendum in July 2021 (61% turnout with 90% support). A review was undertaken in parallel with the Local Plan. This time round there will be no government money available to help with reviewing NDPs.

Councillor Devereux asked Parish Council to consider updating the NDP. Although it is unclear what the future of NDPs will be, some of the benefits of updating / background work were seen to be:

- ability to participate in the allocation process for new homes
- ability to respond to pressures on tourism facilities
- ability to respond to pressures on local environment
- support the need for new evidence to justify plans / policies going forward
- support the need for work on Heritage Assets

Agreed: To proceed with plans to update Neighbourhood Development Plan

8. Village Matters

8.1. Village Hall and Village Hall Committee

Clerk reported that he had contacted Community Action Norfolk (CAN) for advice about declining VHC numbers. Parish Council is the Sole Trustee and therefore holds ultimate responsibility for the Hall. In the absence of new volunteers, Parish Council may need to make arrangements for the management of the hall temporarily while recruitment efforts continue.

A call for volunteers via posters, the VIN and personal contacts have resulted in one person willing to take on some duties and organise activities (knitting, dog training, watercolour classes, life drawing, basket weaving, flower arranging, dried flower ideas, yoga, pilates, tai chi, sewing, upholstery and silversmithing).

CAN suggested employing someone to assist, but the VHC Constitution does not currently allow for paid roles, so this would need careful consideration particularly in regard to how that post would be financed. It was noted that the charity could not operate on a loss-making basis.

Suggest that representative from the Parish Council meet with VHC to discuss way forward.

Agreed: To arrange a meeting between representatives of Parish Council and VHC

8.2. Village Hall flowerbeds

Clerk reported that current grass-cutting contractor was unable to continue servicing Holme. A new contractor is being sought.

Signed Chair



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9. Monthly Report from RFO

9.1. Report

Monthly internal financial check for December 2025 carried out by Councillor Crown 14 January 2026 and found to be satisfactory.

Councillor Hulme has been added to the list of signatories for the Parish Council accounts and is awaiting his logon details. Councillor Norman's removal from the list of signatories is still pending.

9.2. Draft Budget 2026 / 2027

Following last meeting:

- Website costs – additional £1,000 added to cover transition
- Capital expenditure – additional £4204 added as a contingency in advance of successful Parish Partnership bid where Parish Council would have to make a 50% contribution
- Clerks and RFO's Salaries – additional £500 to cover handover to new Clerk.

Agreed: that the Draft Budget 2026/2027, with the above amendments, be adopted, subject to clarification on income from properties

9.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
British Gas	Village Hall electricity	£57.96	Direct Debit
Payroll	Staff salaries	£710.92	Bank Transfer
HMRC	PAYE on staff salaries	£248.56	Bank Transfer
Angela Attew	Return of deposit	£675.00	Bank Transfer
BT plc	Telephone and broadband	£113.20	Direct Debit

Agreed unanimously

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- Marianne Charles – Parish Council was saddened to receive news that Marianne Charles had passed away on Thursday 5 February. She had, for many years, been dedicated to maintaining the Village Sign flowerbed for the benefit of parishioners and visitors.
- Natural England –letter received from NE stating that were planning to conduct surveys on Protected Sites. They have been in touch after identifying that the Parish Council owns land behind the Village Hall which falls within the SSSI. Other parish interests to be drawn to their attention in order to provide PC with an opportunity to comment on any proposed future changes to management of the Sites eg Shooting Rights, Direct Site Access Rights for Broadwater Road residents and Common Land.

11. Date of next meeting of the Parish Council: Tuesday 10 March 2026

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



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