

HOLME-NEXT-THE-SEA PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 10th
January 2023 at 7pm**

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

In Attendance: 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 Amies (illness), Borough Councillor Bob Lawton (meetings clash)
2. **Declarations of Interest:** To declare any personal or prejudicial interests
None
3. **Minutes of the Parish Council Meeting held on Tuesday 13 December 2022**
 - 3.1. Approval
These had been pre-circulated.
It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 13 December 2022 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 – rates dependent on length of investment and ability to withdraw before end of term. Permission to withdraw early ranges from “never”, “exceptional circumstances” to “yes, but closing account and application of charges”.
 - Clerk to research those that allow early access**
 - (3.2) Traffic Order – Councillor Amies not present at meeting, therefore Councillor Cole offered to follow up and report back
 - Councillor Cole to contact Councillor Amies on current status of letter to NCC**
 - (3.2) SAM2 – Clerk confirmed that Norfolk County Council Memorandum had been signed and returned. Order now with Westcotec for x3 posts and new unit.
 - (6.1) County Deal – Councillor Cole had circulated further information for councillors
 - (8.2.2) – **22/02113/F** – Terns – Councillor Devereux reported that this Application had been called-in by Borough Councillor Bob Lawton
 - (8.6.2) Newholme – Clerk confirmed that this issue has been reported to both Enforcement and the Community Nuisance team at the Borough Council. Enforcement have been in touch with the landowner about the need to submit an Application for Change of Use.
4. **Reports:** to receive the following
 - 4.1. County Councillor and District Councillor reports
None

Signed Chair *LS Devereux*

Date 14/2/23

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

Concern expressed by near neighbour of Peddars End (22/01273/F) that they had not received sufficient notice about the Application and that the proposals exceed the 40% increase in size as specified in policy HNTS17 of the Neighbourhood Development Plan (NDP). Chair said that PC would contact BC explaining reasons for neighbour's late consultation response and raising the issue of overlooking but explained that HNTS17 would carry little weight with respect to this application given that the existing house was large and would still retain five bedrooms if the proposals were implemented.

Clerk to forward neighbours concerns about the amount of notice given to the Borough Council Planning Department

Applicant for the proposed replacement dwelling at Brownsea addressed the Parish Council in regard to Application 22/01970/F. It was stated that the property was intended to be for personal use and to meet a desire to downsize. They believe the proposals meet all the requirements of the NDP and makes use of traditional materials. Applicant was aware of a neighbour objection but wishes to work with them and the Parish Council.

A neighbour to Brownsea noted that the current property is one of a group of bungalows having historic interest to the village. They expressed concerns that the proposed new building would overlook their garden and house whilst the design and scale of it would be imposing and out of character for the area.

A member of the public commented on Brownsea to say that this was an example of where an applicant would benefit from talking to the Parish Council in advance of any Application being submitted.

The Applicant sought to make further comments later in the meeting and it was suggested that he should contact the Parish Council to discuss any concerns.

Knowing a further Application for Eastgate Barn had been submitted and was on the Agenda a member of the public wanted the Parish Council to know that they were still concerned about the size of the development, its gardens and cramped design.

6. Planning matters

6.1. Applications received subsequent to this agenda

6.1.1. – **22/01884/F** – Change of use from agricultural including the demolition of the existing barn and the replacement with five new dwellings at Eastgate Barn, Eastgate. Expiry date 26 January.

Parish Council commented on the revised plans but wished to maintain the objections it had submitted on 5 December 2022, noting that there are no updated drawings available to confirm changes in size/accommodation but a Tree Survey has been conducted. However, Tree survey states construction requires no removals but proposes to remove T5, the central section of the hedge, plus T1 and T2. Thus, it is in conflict with Policy HNTS15 (d) which recognises the biodiversity value, screening effect and contribution to the Conservation Area of the hedgerow and trees, whilst requiring them to be retained and supplemented. Local professional advice indicates the hedgerow is of significant value.

Decision: Maintain objection

Signed Chair *LS Devereux*

Date 14/2/23

6.1.2. – **22/02151/F** - Single storey garage/workshop side extension at Swedish Lodge, 55 Peddars Way, PE36 6LD. Expiry date 30 January

Application had only been received a few hours before this meeting so Parish Council had not had much time to consider in advance. There does not appear to be any planning history available on the Borough Council's website and only partial plans of the existing property were presented, therefore difficult to know if house has been previously extended and impact of proposals. Noted that it is intended to use same colour bricks to match existing, that no change to access is proposed and that a detailed Tree Survey shows that existing trees to be retained and protected.

Decision: Need further information and wait to see comments from neighbours before making a decision

6.2. Applications for comment

6.2.1. – **22/01970/F** - Replacement dwelling at Brownsea, 44 Beach Road, PE36 6LG. Expiry date – 24 January 2023

Noted that Brownsea is within the Conservation Area and recognised as a building of historic interest. It lies on Beach Road where the hedgerows are considered an integral part of the street view especially for those en route to the beach. Noted that some trees and the hedge have been removed. Parish Council expressed concern at the design and size of the property proposed and impact on the street scene and Conservation Area, the amount of glazing / Dark Skies impacts, lack of a garage and privacy issues for adjacent stables business / near neighbour, who has already submitted a strong objection.

Decision: Object

6.3. Other Applications for information

None

6.4. Comments made on applications

None

6.5. Decisions reported

6.5.1 – **22/00224/TREECA** - Little Meadow, 11 Kirkgate. T1 Willow - Reduction due to excessive overhanging and shading of neighbours house, garden and green house. T2 Sycamore - Reduction to branches that are currently growing across power and telephone lines on the northerly side. No objection. 9 December 2022. *Delegated Decision*

6.5.2 – **22/01130/F** – Proposed single storey 1-bedroom dwelling and demolition of the remaining part of the conservatory at Journeys End, 36 Kirkgate, PE36 6LH. *Withdrawn*

6.5.3. – **22/02118/LDP** - Application for a Lawful Development Certificate for the proposed siting of a movable shepherd's hut to store tools and shelter from the weather during the day. Will not be connected to any services. Land S of 60 And SE of 71 Beach Road. *Withdrawn*

6.5.4. - **22/01390/F** - Private Car Park, Beach Road - Installation of parking ticket machine and pole-mounted automatic number plate recognition camera. Application Permitted 22 December 2022.

Delegated Decision

Clerk reported that information from the Golf Cub had been received – see Item 9.1.

6.6. Appeals and Enforcement

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

6.6.2. – Newholme – Enforcement have spoken to owner of Newholme who confirmed they have been renting out space to a builders firm. Told they need to apply for planning permission for Change of Use (CoU) which they are going to do.

7. Village Matters

7.1. First Aid training

Local resident had approached Parish Council about them supporting the training of first aiders principally for village events but also to provide additional back-up to emergency services. Also, guidance on the use of the defibrillator was requested and a link was sent to a video demonstration. Clerk had made enquiries of the St. Johns Ambulance, Red Cross and some local independent providers. All provide “First Aid at Work” courses which are not exactly what is required and are expensive. Suggested they be contacted direct to see if they can organise customised training. Noted that most providers require a group of learners if training to be provided on-site for efficiency and effectiveness.

Councillor Cole was aware of some recent training that had taken place locally which may be relevant.

Clerk and Councillor Cole to follow up and report back

7.2. Trods

£2k was made available via NCC’s Parish Partnership Scheme (PPS) to pay for two trods from bus stops on the northern side of the A149 on a 50/50 basis. The Parish Council advanced £1000 on 27 April 2022. Highways have asked what surfaces are required for the two trods and reported that costs have increased although match-funding still available. A number of options were discussed.

The Parish Council agreed the following:

Trod 1: From bus shelter to corner of Peddars Way - a hard bound surface at a cost of £2123.99

Trod 2: From bus stop to corner of Beach Road - a hard bound surface at a cost of £2750.30

Clerk to inform Highways of Parish Council’s decision, ask about responsibility for repairs and maintenance and make enquiries about a contribution from the County Councillors Local Fund.

8. Monthly Report from RFO

8.1. Report

Energy Bill Relief Scheme (EBRS) rebates have been applied to November and December’s Village Hall electricity bills plus October to November street lighting charge.

Monthly internal financial check for November carried out by Councillor Crown 14 December 2022.

8.2. Payments for authorisation

Signed Chair *LS Devereux.*

Date 14/2/23

PAYEE	REASON	AMOUNT	PAYMENT METHOD
BT plc	Emergency telephone	£45.46	Direct Debit-Paid 28/12/22
British Gas	VH electricity (October)	£9.89	Direct Debit – Paid 14/12/22
Parish Online	Parish Online sub.	£36.00	Bank Transfer
British Gas	VH electricity (November)	£35.19	Direct Debit
BT plc	Telephone and Broadband (December)	£60.28	Direct Debit
Payroll	Staff salaries	£602.00	Bank Transfer
HMRC	PAYE on staff salaries	£150.40	Bank Transfer
BT plc	Telephone and Broadband (October- November)	£74.62	Direct Debit – Paid 22/12/22
D. Watkins	Land Registry fees	£6.00	Bank Transfer
Npower	Street lighting – October -December	£88.62	Direct Debit

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Agreed unanimously

Question was asked about payment for the Emergency Telephone in regard to last year's fault.

Clerk to ask Councillor Amies for copy of most recent checklist

8.3. Third Quarter Accounts 2022-2023

These were previously circulated to councillors. Most budget lines are on track or in credit. The only area of concern was the increasing cost of electricity for the Village Hall and streetlighting. However, underspends in some other areas have helped compensate for this, as has the government's Energy Bill Relief Scheme which extend to April 2023.

9. Correspondence

9.1 Any correspondence not otherwise on the Agenda

- Golf Club Car Park - Clerk reported information from the Golf Cub had been received following approval of Planning Application **22/01390/F** (see 6.5.4). Installation will commence on Wednesday 18th January 2023 with a view to going live the day after the works are completed. Hours of operation for the machine will be from 09.30am to 18.00pm, so that morning and evening dog walkers are not charged. The Golf Club have indicated that they are committed to free parking for Holme residents and will write again shortly to confirm the process for free permits. The tariffs for parking are: up to 2 Hours £3, up to 4 Hours £5 and £7 for all day.

Signed Chair

LS Devereux

Date 14/2/23

Parish Council requested that the Golf Club define “resident” and confirm how the enforcement of “No overnight parking” would be enforced. Additionally, they suggested that the Golf Club be approached about issuing a joint statement via the VIN regarding the new arrangements.

Clerk to contact secretary of Golf Club

- Wall in Marsh Lane – Clerk had received several reports about the state of the wall and that bricks lay strewn along the grass verge. Although not impeding access the wall does have some heritage value and does not present a positive image of the village.

Clerk to provide some background information on the heritage status of the wall to Councillors Crown and Burton who were due to attend the Holme History Group meeting on 12 January as it was felt that the Group may be interested in getting material together to make an application for a listing in the Heritage Register / NHER.

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

Signed Chair

LS Devereux

Date 14/2/23