

HOLME-NEXT-THE-SEA PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Village Hall, Kirkgate, on Tuesday 12th March 2024 at 7pm

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

In Attendance: Borough Councillor Tom de Winton (up to and including Item 4.1), Dave Watkins (Parish Clerk) and 4 members of the public

Councillor Devereux proposed bringing forward Item 6.7 to accommodate representatives from the White Horse.

Agreed unanimously

1. Apologies for Absence and approval of reasons: To receive apologies and reasons for absence Councillor Burton (prior engagement)

2. Declarations of Interest: To declare any personal or prejudicial interests
Councillor Devereux declared an interest as a neighbour in Item 6.6.

3. Minutes of the Parish Council Meeting held on Tuesday 13 February 2024

3.1. Approval

These had been pre-circulated

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on 13 February 2024 be confirmed as a true record and be signed by the Chair.

3.2. Matters arising from the minutes (non-agenda items)

(6.3.1) 24/00022/TREECA – Councillor Devereux has contacted the Borough Council’s Aboricultural Officer about a meeting with the Parish Council and awaits a reply

(6.7) Definition of Principal Residence – Clerk confirmed that Parish Council’s response had been sent to Councillor de Winton and a confirmation received.

(6.8) Ringstead NDP -Regulation 14 Consultation – meeting held with Ringstead’s Chair and Clerk to discuss Holme’s comments about their suggested allocation for affordable housing comments. By way of response Ringstead will forward their revised policy proposals once completed.

(8.3) Donation request from PCC – Clerk confirmed donation has been made and letter of thanks had been received to confirm this

(9.1) Correspondence – Clerk confirmed that details of both the VCSE Energy Efficiency Scheme and the Borough Council’s *Beat Your Bills* roadshow had been sent to the Village Hall Committee

4. Reports: to receive the following

4.1. County Councillor and District Councillor reports

Councillor de Winton reported on the following:

Signed Chair 

Date 9/4/24

i) Flooding – a meeting has been convened by County Councillor Andrew Jamieson for 25 March at Thornham Village Hall to bring together organisations with responsibility for water and drainage in an open meeting.

ii) Definition of a Principal Residence - Councillor de Winton thanked the Parish Council for their response and is gathering responses from other Saxon Shore parishes to prior to presenting them to the Borough Council.

iii) Council Tax on Second Homes – reiterated that this is going to double but shared concerns over how this was to be enforced. Councillor Devereux explained the issues for Holme which does not apply a Precept whereby it is unclear how the Parish Council would receive any benefit and suggested that investigating the merits of introducing a minimal precept to see if it would overcome the problem.

Parish Clerk to investigate

iv) Borough Council budget – 2023/2024 budget was agreed by the Council’s previous administration. Budget for 2024/2025 includes a payment to staff for their work during the Covid pandemic.

v) Planning Applications – confirmed that Application for Thornham Barn (23/00580/F) had been refused by the Planning Committee and welcomed the refusal of the retrospective Application for Tanholt (23-02161/F)

County Councillor Andrew Jamieson had sent a report prior to the meeting which had been circulated to parish councillors. Councillor queried the figure given for Norfolk’s contribution to the national economy of £19bn and the County Council’s concentration in the Devolution Deal on the A11 Corridor rather than the A10.

Budget proposals are being consulted on and the deadline for responses is 22 March

Councillor Devereux asked for any comments to be sent to her as soon as possible

4.2. Village Hall Committee (Councillor Norman)

Councillor Norman reported on a recent meeting of the Village Hall Committee. Investigation is to be undertaken on the large tree at the front of the site as it was felt that it needs to be managed more effectively. Maintenance priorities for the Hall are to improve heating, lighting and insulation within the building. Councillor Norman asked for recommendation for contractors.

4.3. Parish Council Chairs meeting (Councillor Devereux)

Councillor Devereux had circulated a report to parish councillors prior to this meeting. Of particular note were the following:

i) Borough Council to set up a One-Stop Shop for enquiries / questions from Parish Councils

ii) Borough Council’s Complaints Procedure to be updated

iii) Council Tax on empty properties and Second Homes – Borough Council to take a more proactive approach. Councillor de Winton pointed to how this may cause problems whilst Probate is being resolved.

iv) Parish Council had submitted 4 questions before the meeting on biodiversity net gain, impact of the County Devolution Deal on West Norfolk, piecemeal consultation on planning applications and how the short-term letting clause in planning will affect coastal communities. Detailed written responses were promised.

6.7. White Horse update

ACI have made changes to the Applications since initially reviewed by the Parish Council relating to alignment of the access road, landscaping, lighting and reinstatement of a roadside wall – the latter will be part of a future Application. As a result, ACI have requested, that in the interests of speeding things up, the Parish Council drops its request to Call-In to Planning Committee for a decision. Confirmed that final decision on Call-In rests with our Borough Councillor and ultimately with Director of Planning.

If Call-In withdrawn the Planning Case Officer has confirmed that consent would be given with the following: standard landscaping conditions; conditions relating to the timing of works etc; condition all additional external lighting to be in accordance with the HNTS 20; look at whether any conditions are necessary for the avoidance of doubt to control the caravan park; Listed Building team would further control/conditions works to the building itself where necessary.

ACI confirmed that plans for a coffee shop and bakery in the Barn will be part of a future Application but that there were no plans for accommodation within the White Horse. They also confirmed that the adjoining caravan site has been sold but that this will not impact on the number of car parking spaces proposed (32).

It was reported that the bright light on the caravan site, which shines across the marshes, is to be removed. This has been the source of numerous complaints and comments for its impact on the local environment with regard to the impact on wildlife on the adjacent SSSI of Redwell Marsh.

ACI concluded the meeting by thanking the Parish Council for their diligence in regard to the recent Applications

Parish Council felt that all their points raised with ACI and those of a near neighbour had been addressed.

Councillor de Winton agreed to review status of call-in with Borough Council planners

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

None

6. Planning matters

6.1. Applications received subsequent to this agenda

6.1.1. - **24/00264/F** - The addition of five holiday lodges to the existing glamping provision plus associated car parking. Wild Luxury - The Wild Glamping Company, Drove Orchards Thornham Road. Expiry date: 3 April 2024

Decision: owing to the lack of time to review this Application prior to the meeting, it was agreed to deal with this under Standing Order 15b xv(iv) Protocol to Guide Decisions on Planning Applications reviewed outside Parish Council Meetings

Clerk to ask Case Officer if all previous Planning Conditions relating to this site have been discharged

6.2. Applications for comment

6.2.1. – **24/00031/F** - Extension, Internal Alterations, Refurbishment and Erection of Car Port at The Squirrels 24 Eastgate. Expiry date: 27 March

Signed Chair

LS Devereux

Date 9/4/24

Noting that this was a re-consultation the Parish Council referred to its previous comments regarding improvement to the house and street-facing elevation; concern about extensive use of timber cladding; preference for locally found materials; increased fenestration; request for Dark Skies conditions; concerns about the potential loss of mature trees given its location within the Conservation Area prompting a request for landscaping proposals.

The re-consultation has seen the Conservation Team object to extensive use of cladding given key location in Conservation area. Separate tree application approved with consent for tree felling but no evidence of landscaping proposals.

Decision: send comments and request conditions for Dark Skies and a Landscaping Plan

6.3. Other Applications for information

None

6.4. Comments made on Applications

None

6.5. Decisions Reported

6.5.1. - **23/01492/F** - Home Farm House, 40 Westgate, PE36 6LF. Single storey extension to link pool house to the main house. First floor extensions to the rear and raise roof height to allow for habitable rooms above and relocation of the plant room. Application Permitted 22 February 2024. *Delegated Decision*

6.5.2. - **23/02161/F** - Tanholt, Broadwater Road, PE36 6LQ. Retrospective: Single storey extension with roof terrace replacing conservatory (retrospective). Application Refused 16 February 2024. *Delegated Decision*

Agreed: Councillor Devereux to write a letter to the Case Officer about incorrect inclusion of the open balcony in the 40% GIFA calculation

6.5.3. – **24/00022/TREECA** - The Squirrels, 24 Eastgate, PE36 6LL. G1-Leylandii and cypress - fell all conifers. Outgrown location, causing excessive shade, poor specimens. G2 - prunus, hawthorn and cherry. - Fell. Most and dead/dying/poor specimens. R1 - holly - fell, poor specimens. RETAIN horse chestnut and beech in same line. G3 - hawthorn, laurel, acer. - Fell, encroaching on main building. T1 - ash. Reshape canopy, reducing by approx. 2 meters. Raise crown to 5 meters over driveway. T2 - ash. Raise canopy to 4 meters. Tree Application - No objection 26 February 2024. *Delegated Decision.*

6.5.4. – **23/01967/F** -Beamish, Broadwater Road, PE36 6LQ. Proposed extension and alterations to existing dwelling and detached garage. Application Permitted 29 February 2024. *Delegated Decision*

6.5.5. - **24/00032/TREECA** - 40 Kirkgate, PE36 6LH - T10 and T11 Leylandi trees, T12 Leylandi hedges and T13 Bay Tree - Remove in areas behind the existing pub and outbuildings. These are in addition to trees mentioned in Current Planning Applications 23/01990/FM & 23/01991/LB. These applications detail the proposed replacement trees and overall landscaping for the site. *No objection 4 March 2024*

6.6. Appeals and Enforcement

6.6.1. – Poplars – Clerk reported on Advertising Standards Authority (ASA) investigation. ASA decided not to pursue as it was not possible to book space at the camping site, all dates were unavailable and no financial transactions were possible. Their advice was to pursue with local Trading Standards, which has already been acted on. However, use of Citizens Advice as a reception for NCC, only provides notice of referral but no means for tracing status thereafter other than receipt of an email or call that matter is being taken forward.

Councillor Devereux has sent a letter to the Enforcement team drawing attention to the Inspector's ruling on Poplars.

Agreed: Clerk to contact County Councillor Andrew Jamieson with regards to communications with Trading Standards

6.8. Local Plan – Resumed Hearing (Councillor Devereux)

Councillor Devereux reported on the huge volume of new material presented following Inspectors' queries regarding viability of the Borough Council's strategy on housing allocations along the A10 Corridor with a continuing reliance on West Winch despite lack of funding for a new road. No allocations for Holme but noted that a large proportion of unplanned / unsustainable windfall housing may appear in the area. There is further concern that updated proposals, for new houses outside boundaries of settlements (to include AONB villages) with quantum of 2/5/10 per site depending on size/position in Settlement Hierarchy - and no limit on the number of sites-will also see unplanned development.

Parish Council has responded to the first new round of questions on the spatial strategy and been invited to participate in Hearing sessions 26-28 March. A second round of Inspectors questions has been issued for responses by 29 March and the Parish Council will again attend Hearing sessions from 16-19 April

In light of the likely changes to the Local Plan the Parish Council felt it will need to consider whether it needs to update its Neighbourhood Development Plan (NDP).

Councillor Devereux asked for any comments to be sent to her as soon as possible

7. Parish Council Policies (Councillor Amies)

Councillor Amies reported that she and the Clerk will circulate proposed new policies to cover external communications, Freedom of Information and Data Protection.

8. Village Matters

None

9. Monthly Report from Responsible Finance Officer (RFO)

9.1. Report

Monthly internal financial check for February carried out by Councillor Crown 11 March 2024. All found to be satisfactory

Signed Chair

LS Devereux

Date 9/4/24

NWT have been contacted again for an update on the returned Standing Order. Officer dealing with it is off sick at present.

9.2. Budget 2024/2025

Updated copies were circulated to parish councillors prior to the meeting. Following last month's meeting some adjustments have been made:

- balance of the Park Piece donation shown under Income
- amount for the Emergency Telephone raised to take account of the recent "increase" in charges
- increased the allowance for Park Piece to £20k
- consulted with our Internal Auditor to check compliance with auditing procedures with regard to showing a balanced budget. He has concluded after consulting *The Joint Panel on Accountability and Governance: Practitioners Guide (NALC 2023)* that "...it may be marginally preferable to use the second presentation with a Transfer from Reserves covering the budget

PAYEE	REASON	AMOUNT	PAYMENT METHOD
G.W. Crown (Ringstead) Ltd.	Hedge-cutting on Park Piece	£192.00	Cheque 101549
British Gas plc	Village Hall electricity	£144.65	Direct Debit-paid 8/3/24
Payroll	Staff salaries	£608.20	Bank Transfer
HMRC	PAYE on staff salaries	£152.30	Bank Transfer
BT plc	Telephone and broadband (February 2024)	£80.38	Direct Debit

shortfall - and I don't see any downsides from doing that."

Proposal to adopt Draft Budget, showing balanced budget, as Final Budget for 2024 / 2025.

Proposed: Councillor Devereux Seconded: Councillor Norman

Agreed unanimously

9.3. Payments for authorisation

Agreed unanimously

10. Correspondence

10.1. Any correspondence not otherwise on the Agenda

- **Old Hunstanton Neighbourhood Plan Referendum** - held on 8th February 2024. Turnout was 28.6% with 91.5% of votes in favour for adopting the new Neighbourhood Plan.
- **Meeting to discuss flooding** – organised by Andrew Jamieson for 25 March at Thornham Village Hall at 6pm
Councillor Crown to attend and report at next meeting
- **Parish Partnership Scheme** - Parish Council's bid submission for cycle racks via the Parish Partnership Scheme has been successful. Total estimated cost £800 – NCC to contribute £400.
- **North Norfolk Advisory Group (NNAG)** – meeting same evening as Parish Council. Highlights from the Agenda 1) RSPB to launch a webpage for advocacy around The Wash barrage.

Signed Chair

LS Devereux

Date 9/4/24

2) NWT has no plans yet on a permanent replacement for the lost footpath due to a recent high tide. The King Charles Footpath plans, which include this section, also remain at the determining stage. 3) serious damage has been reported with River Hun levels so high that water has entered Broadwater, bringing in freshwater (polluted) into a saline lagoon.

Councillor Amies to ask NWT what the timeline is for decision on King Charles Footpath and contact NNAG with regard to structure of future meetings and their frequency

- **Latest on Brownsea (Councillor Devereux)** - Conservation Officer has submitted a letter to the Case Officer confirming that the property may have been designed by Shirley Harrison as it has many design similarities to previous buildings. Councillor Devereux suggested that the Holme History Group may want to consider contacting the Borough Council with a view to getting this building registered as an Important Undesignated Asset.
- **Hunstanton Bathing Water Quality** – following a question to the Environment Agency (EA) about water quality in the River Hun, they have agreed to begin monitoring during the bathing season (May, July and August). Three sites have been selected at Old Hunstanton, Redwell Marsh bridge and Thornham Harbour. Councillor Hulme asked if monitoring will be comparable with previous readings. Councillor Devereux confirmed they were not but would consult with EA to see what was possible.
- **24/00264/F for x5 huts at Drove Orchard** – offer has been received from the Applicant to speak to Parish Council
Clerk to contact Applicant

11. Date of next meeting of the Parish Council Tuesday 9 April 2024

12. Date of Annual Parish Meeting and AGM of the Parish Council – to consider a change of date Due to Local Plan Hearing arrangements it was suggested that the date for the Annual Parish Meeting and AGM of the Parish Council be brought forward to Tuesday 7 May rather than 14 May.

Agreed unanimously

13. 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

Agreed unanimously

Signed Chair

LS Devereux

Date 9/4/24