

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

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

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

**In Attendance:** 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 Councillor Hulme (holiday), Councillor Seare (family commitment) and County Councillor Andrew Jamieson (meetings clash)

**2. Declarations of Interest:** To declare any personal or prejudicial interests  
None

**3. Minutes of the Parish Council Meeting held on Tuesday 11 February 2025**

**3.1. Approval**

These had been pre-circulated

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **11 February 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) Electrical work at Village Hall – Clerk reported that PAT Testing is complete and that Tim Smith is awaiting a quote from the contractor to undertake works for compliance with current regulations.

(3.2) Bowls carpet – Clerk had contacted 16 local indoor bowls clubs. 5 responses had been received to say thank you for the offer but no take up.

**Village Hall Committee to organise disposal**

(3.2) Flood and Drought Summit – Clerk confirmed that a link to the recording had been circulated

(3.2) Wash Barrier - the Clerk reported that an item had been placed on Hunstanton Town Council's Agenda for 22 January, described as "To receive an update on the Wash Barrier". No mention was made of James Sutcliffe from Centre Port giving a presentation.

Minutes of that meeting state that, "the Wash Barrier Proposal to be an Agenda item for all future Environment Committee meetings and Full Council". There was an Environment Committee meeting on 5 February and the Minutes record that a Recommendation "to invite local Parish Councils to come to a meeting to share their views and information." was agreed. No invitation had been received at the time of the meeting.

Centre Port (part of Port Evo organisation) have been sent a written request by the Parish Council for inclusion in any consultation in line with provisions for registering Nationally Significant Infrastructure Projects and obtaining a Development Consent Order via PINS. There has been a limited response (Group Director phone call / email) but no official confirmation.

Signed Chair

*L S Devereux*

Date 8/4/25

Thornham Parish Council did contact Norfolk Coastal Partnership (NCP) when plan first envisaged but changes in staffing have resulted in this not being taken forward.

Clerk had received information on NCP officers names and roles and details were circulated on 5 March

Borough Councillor Tom de Winton had been contacted and a response was received and circulated on 26 February.

**Clerk to contact Clerk at Hunstanton Town Council to say that Parish Council would like to attend meetings where Wash Barrier is under discussion**

(3.2) Dog waste on Green Bank –VIN issued on 24 February

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

**4.1.** County Councillor and District Councillor reports

County Councillor Andrew Jamieson had forwarded a copy of Norfolk County Council's *Interim Submission: Local Government Reorganisation in Norfolk* prior to the meeting. This is the Council's initial response to the government in advance of formal consultation in September.

Councillor Devereux also reminded Parish Council that a briefing on Devolution and Reorganization was being hosted by the Borough Council for parish councillors on 17 March.

**4.2.** CAN Training – Energy Improvement Measures for Community Buildings - 18 February

Councillor Norman reported that the session had provided an overview of the several types of heating options available and would inform any future decisions and bid applications.

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

Member of the public was following up on a recent article they said they had read in the LINK magazine regarding the Eastgate Barn development and the height and level of lighting. Councillor Devereux responded to say that although Conditions for lighting had been imposed on the planning approval there had not yet been any proposals forthcoming from the developer.

**Clerk to clarify with the Borough Council's Planning Department**

Member of the public expressed concern about the lack of a padlock on a gate off Eastgate that exposes the field behind 3 gardens on Manor Court and those on the west side of Eastgate. They asked if the Parish Council if they knew what had happened about the padlock and the gate. Another member of the public, who has responsibility for the gate, confirmed that the padlock had been stolen and that a replacement chain and padlock had been purchased. They further mentioned the amount of publicity the theft had attracted and the hope that the perpetrator would return the items. Councillor Devereux said no hard evidence had been provided to the Parish Council regarding the theft and went on to say that the field and gate are privately owned and therefore not the responsibility of the Council. It was suggested that the resident of Manor Court discuss the matter with the owner of the gate. Owner of the gate confirmed that the Police had been informed of the theft.

## 6. Planning matters

### 6.1. Applications received subsequent to this agenda

None

### 6.2. Applications for comment

6.2.1. - **25/00278/F** - Householder: Convert 1 existing garage into further living space, with the addition of crittal style windows & door onto a small courtyard. Journeys End 36 Kirkgate, PE36 6LH. Expiry date 17 March.

Noted that the property is situated in the Conservation Area and that it is constructed mainly of traditional materials (chalk & clunch) with the main building categorised as an important unlisted building. Application also states that the conversion is intended to be for personal / family use.

In considering the Application the following was noted: no change in height / external dimensions of structure (HNTS 12); unclear what materials have been selected; hedge to be added to screen new courtyard area; no impact on neighbouring amenity (HNTS 11); parking appears adequate to support additional occupants (HNTS 25).

Parish Council was pleased to see that the Applicant was offering a Construction Management Plan for all vehicles to be kept on site during construction

**Decision:** Send comments regarding clarification on materials, request conditions to be applied so the converted space is not used for holiday accommodation and that any external lighting respects the dark skies of the National Landscape.

### 6.3. Decisions reported

6.3.1. – 24/02086/F - The Tower, PE36 6LQ - Householder: Installing a shepherd's hut in the rear garden of the property for personal/family use. Decision: Application Permitted 10 February 2025 Delegated Decision

6.3.2. - 24/02095/LDP - Land S of 60 And SE of 71 Beach Road - LAWFUL DEVELOPMENT CERTIFICATE; Siting of a hen/coop and run - Decision: Would be Lawful 12 February 2025

6.3.3. – 25/00009/F - 4 Main Road, Norfolk PE36 6LA - Householder: Side extension with new porch. Application Permitted 20 February 2025. Delegated Decision

6.5.4. - 24/02252/F - Seasplurge, 25 Beach Road, PE36 6LG. Householder: Proposed extension and external alterations to existing dwelling and detached garage. Application Refused 24 February 2025 Delegated Decision

### 6.4. Appeals and Enforcement

6.4.1. - **22/01970/F / APP/V2635/W/24/3357420** - Replacement dwelling. Brownsea, 44 Beach Road, PE36 6LG. Expiry date: 26 February

Parish Council had submitted comments by the deadline.

Parish Council asked Enforcement to investigate state of the building and how it has been left to deteriorate. Response received 21/2.

This case has been reviewed and closed as the Borough Council's Enforcement team feel that no breach has been established as vegetation on the house is not considered to be adversely affecting the amenity of the area.

#### 6.4.2. - Eastgate Barn

Following a number of complaints about removal of the hedge bordering the A149, a request was made to Enforcement on 6 February but no response yet. However, reported by Councillor Crown, that a new beech hedge has been planted along the south boundary alongside the A149, noting that being further back from the verge, it should allow for cutting without restricting traffic flow.

#### 6.4.3. – Beach Road

Clerk reported receiving a number of emails to say that three drinking water tanks had been observed on the middle field on the east side of Beach Road. Concern was expressed that this may be contrary to statutory restrictions in place preventing this site being used for camping. Enforcement is aware of similar activity in Burnham Overy Staithe and will investigate. They need to check if tanks are for agricultural use or not and stressed, they are unable to act until there is more evidence that camping may be planned or in operation.

#### 6.5. Local Plan 2021-2040: Publication of Inspectors Report (Councillor Devereux)

Inspectors' Report was published on 21 February 2025 which concludes the Independent Examination of the Borough of King's Lynn and West Norfolk Local Plan 2021-2040. Plan is due to be adopted at the Full Council meeting on 27 March. Together with adopted Neighbourhood Plans (NDPs) and NCC Minerals and Waste Plan, it will constitute the new Statutory Development Plan for the Borough.

Councillor Devereux said it is difficult at present to assess the impact of policies on Holme-next-the-Sea. However, NPPF (paragraph 31) states that, "Once a neighbourhood plan has been brought into force, the policies it contains take precedence over existing non-strategic policies in a local plan covering the neighbourhood area, where they are in conflict; unless they are superseded by strategic or non-strategic policies that are adopted subsequently." It was noted that having been adopted in July 2021, Holme-next-the-Sea's NDP should be reviewed in line with NPPF guidelines (paragraph 34) every five years.

Councillor Crown highlighted a concern about the impact of the proposed reorganisation of local government may have on NDPs. Councillor Devereux explained that various scenarios were currently under discussion for unitary authority boundaries and that more information may be forthcoming after a Borough Council briefing on 17 March.

## 7. Village Matters

### 7.1. Beach Road Car Park (Councillor Crown)

Clerk and some councillors had received an email from a visitor to Holme-next-the-Sea who had used the car park in Beach Road and received a fine as he had been unable to pay the charge within 15 minutes of arrival due to the lack of a mobile phone signal. They felt this would deter people from visiting Holme in the future and affect local businesses. Cllr D had sent a comprehensive response explaining that the car park was owned and operated on behalf of Hunstanton Golf Club and re-directing the complaint. Parish Council is concerned that visitors may decide to park elsewhere in the village and cause obstructions if the situation deteriorates but it was noted that the initial operator is expected to be replaced which may improve matters .

Signed Chair *LS Devereux.*

Date 8/4/25

## 7.2. Emergency Community Plan

Councillor Hulme had seen a reference to a Plan that Thornham Parish Council have begun work on and wished to explore whether Holme-next-the-Sea needed something similar. An Emergency Community Plan (ECP) details steps a village community will take before, during and after an emergency incident. Locally, they are an initiative of the Norfolk Resilience Forum. An ECP helps people prepare for an emergency, organises neighbourly help during the incident, makes appropriate links to emergency services and local authorities, and assists with recovery after the event. It details those members of the community who can offer support or specialist skills, equipment that may be available locally and an awareness of those members of the community who will need help most in an emergency.

**Agreed: Clerk to contact Councillor Hulme to discuss further**

## 8. Monthly Report from RFO

### 8.1. Report

Monthly internal financial check for February 2025 carried out by Councillor Crown 7 March 2025 and found to be satisfactory. One outstanding invoice to be authorised.

### 8.2. Reserves Policy

Discussed at February 2025 meeting and now requires formal adoption.

**IT WAS RESOLVED THAT:** The proposed Reserves Policy circulated is hereby adopted by the Parish Council to provide the basis for fulfilling its responsibility in setting out how the Council will determine and review the level of its Reserves. The policy will take effect after all other policies have been reviewed as part of the annual process in May 2025.

**Proposed:** Councillor Devereux **Seconded:** Councillor Burton

**Agreed unanimously**

### 8.3. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
British Gas	Village Hall electricity	£117.37	Direct Debit
Payroll	Staff salaries	£625.36	Bank Transfer
HMRC	PAYE on staff salaries	£159.45	Bank Transfer
BT plc	Telephone and broadband (February 2025)	£87.84	Direct Debit

**Agreed unanimously**

## 9. Correspondence

### 9.1. Any correspondence not otherwise on the Agenda

- Devolution consultation about electing a Mayor for Norfolk and Suffolk is currently open – deadline for responses 13 April 2025  
**Clerk to issue VIN once Councillor Devereux has attended Seminar on 17 March**
- Borough Council agrees budget for 2025/26 - £152.87 for an average Band D property, an increase of 3%. More than 40% of Council Tax income is used to fund IDB levies. For every £1

Signed Chair

*LS Devereux*

Date 8/4/25

collected, the Council keeps about 7p, of which a further (approximately) 3p goes to IDBs. The remaining 93p goes to Norfolk County Council, the Norfolk Police and Crime Commissioner and Parish Councils.

- Ringstead Neighbourhood Plan 2021 -2036 was adopted on 20 February after a Referendum held 13 February where 77.8% of votes supported adoption (99 votes – 77 YES, 22 NO)
- Westfield development on Peddars Way – Clerk had received complaints about construction vehicles parking on the grass verges and the damage that has been done  
**Clerk to contact owners to confirm reports that they will be restored.**

**10. Date of next meeting of the Parish Council** Tuesday 8 April 2025

Signed Chair

*LS Devereux*

Date 8/4/25