

HOLME-NEXT-THE-SEA PARISH COUNCIL

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

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

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
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 14 October 2025

3.1. Approval

These had been pre-circulated

Clerk asked Parish Council to confirm if the decision made at October's meeting relating to the adoption of the Open Spaces Policy (Item 8.1) had been unanimous. Parish Council confirmed that it was.

Clerk to amend October's Minutes to reflect this decision

It was **RESOLVED** (unanimously) that the Minutes of the Parish Council Meeting held on **Tuesday 14 October 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) Speeding on Main Road – Clerk had contacted Police about number of speeding tickets issued but was informed that these are calculated quarterly and then shared with local Police from a central database.

Clerk to put reminder in calendar

(3.2) Public Participation – following confirmation that County Councillor Jamieson's email address had been sent to members of the White Horse Holme Neighbours Group (WHHNG) it was reported that their request had been forwarded by Councillor Jamieson to Borough Councillor Tom de Winton for action. Parish Council have been informed that there has been no response and that WHHNG have gone back to Councillor Jamieson for advice on taking their concerns forward.

(3.2) Wash Barrage – Clerk reported that emails have been sent direct to James Sutcliffe (CEO of Centre Port Holdings) and the company plus a letter to their correspondence address at 55 Baker Street, London – no replies at time of meeting.

(3.2) Village flowerbeds update – Clerk has met with the two volunteers and they have agreed to take on the Village Hall flowerbeds as well as the Village Sign. Clerk forwarded a request to the Parish Council for £750 as a start-up amount towards the Village Hall to include initial clearance works to

Signed Chair

LS Devereux

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be carried out by a contractor. Parish Council responded that they would like to see a breakdown of costs before making a decision. Clerk has contacted the Parish Council's gardening contractor to get a quote for clearing the Village Hall beds of weeds and debris.

Clerk to consult with volunteers

(5) Public participation – Councillor Norman has attempted to arrange a visit to Manor Court to view the tree but parishioner has now declined.

(8.2) IT Policy – Councillor Devereux reported that new emails for the Chair and Parish Clerk had been set-up and tested successfully with a new domain name. Rest of Parish Council were asked to send details of their devices and virus checkers to Councillor Devereux for the next stage in meeting requirements of Assertion 10.

(11) Prior notification of caravan movements – Clerk had received and posted details on the VIN. McDonnells had also leafleted properties in Peddars Way.

(11) Caravan site licences – Clerk reported that these were proving difficult to locate but is pursuing the matter

(11) Planning Applications pending for White Horse Caravan Park – Clerk has contacted the Planning Department to enquire what permissions are required

4. Reports: to receive the following

4.1. County Councillor and District Councillor reports

None

4.2. Saxon Shore Parish Forum – 21 October (Councillor Crown)

Notes of the meeting and a presentation given by County Councillor Andrew Jamieson on local government reorganisation had been previously circulated to Parish Council.

Councillor Crown reported that following the presentation by County Councillor Andrew Jamieson on local government reorganisation, he confirmed that Norfolk County Council, or its successors would inherit a deficit of £900m (which primarily funds its capital programme). Three different plans (one unitary, two unitary and three unitary) were submitted to the government by the 25 September deadline. A decision is expected in March 2026.

It was noted that mention has been made by both the County and District Councils on how Parish Councils may be combined under any new arrangement. However, at this stage, it was not clear whether this would be a voluntary or compulsory change.

Borough Councillor Sandra Squire (Cabinet Member for Environment and Coastal) was in attendance and talked about work due to begin on repairing Hunstanton promenade. An initial 12-18 month survey will be followed by a 2-3 year building project. It was unclear as to why the shingle bank from the promenade at Hunstanton along the coast to Dersingham is the responsibility of the Borough Council to have a shoreline management plan rather than the Environment Agency.

4.3. CIL Training session – 4 November (Parish Clerk)

Session was organised by the Borough Council's Community Infrastructure Levy team. They are introducing a new online portal for viewing both CIL payments and for submitting bids to the CIL Infrastructure Fund. There will be more functionality provided than by previous systems and does away with many paper formats. One recommendation from the CIL team is for Parish Councils to

create Parish Infrastructure Investment Plans (PIIPs) which set 3-year plans for how CIL monies will be spent. Favourable consideration will be given to bids that contain PIIPs.

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

Member of the public provided an update on the situation at the Beach Road campsite, which has still not been cleared following the 60-day permission to operate. They believe there have been a series of breaches in the planning process and that parishioners are not receiving value for money from the Borough Council's legal advice. Their concern is that the operator is acting in such a way to establish the site as a permanent one and advertising it as such. They have contacted Natural England expressing their concerns over that organisation's role in the decision-making process.

Another member of the public added that they have contacted both the Norfolk Ornithologists Association and Norfolk Wildlife Trust to make them aware of what is happening.

A representative from Holme History Group reminded the meeting that their next Open Day event was to be held at the Village Hall on Thursday 13 November at 2.30pm.

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

6.4.1. – - 25/01362/F - Erection of single storey rear extension to provide later living accommodation within a multi-generational dwellinghouse and restoration works to garden wall. Home Farm House, 40 Westgate, PE36 6LF.

Parish Council had previously submitted comments, backed with evidence, that the boundary wall is actually set back from the frontage of the house and not as shown in Application drawings which had further discrepancies. A Planning Officer visited the site to make a check. As a result, new drawings have been posted on the planning portal and Norfolk County Council have requested conditions that no part of the boundary wall should overhang or encroach onto Highways land and that there should be no outward opening gates. Councillor Devereux also asked that the additional roof light which has appeared, that is not part of the original consent, be investigated by Enforcement.

6.5. Decisions reported

None

6.6. Appeals and Enforcement

6.6.1. - APP/V2635/C/23/3326732 - 49 Peddars Way, PE36 6LD

Councillor Devereux reported that the Appeal has been allowed and permission granted.

Parish Council were reminded that an Appeal was lodged in 2023 against a refusal by the Borough Council's Planning Committee to approve a retrospective application for an extension to the rear of the garage. The decision, supported by Parish Council, hinged on the impact on the amenity of the neighbouring property to the south. The Inspector took account of policies in the new Borough Local Plan, adopted in March 2025 – but considerations, regarding past planning history, characterised by incorrect drawings and scales, were not considered relevant. The Decision notes that NDP Policy applies a lower threshold in determining impacts than Local Plan policy which requires the negative impact on neighbour amenity to be significant to support a refusal.

The Inspector's view was that, although he agrees the extension has reduced the light available to the neighbour's rooms, it is not significant. Furthermore, as other rooms in the neighbouring property do not face the development, the overall living conditions of the occupiers are not compromised.

The permission has been conditioned to remove any provisions for further extension without planning permission in order to meet the aims of NDP policy on size constraints.

6.6.2. Beach Road - Temporary Campsite for 10 pitches for 60 days

Councillor Devereux provided an update, reiterating that this had been a complex case.

This was an Application for Temporary Use under Permitted Development (GPDO) but subject to the Habitats Regulations. As such, this was not a Planning Application and therefore not subject to usual consultation or planning policy considerations. No Objections were raised by statutory consultee Natural England (NE) and Borough Council approved the Application considering it to be Permitted Development and not to adversely affect the integrity of Habitats Sites.

However, permanent infrastructure has been installed and still remains after the 60-day period allowed.

Parish Council have objected to the process followed and have been in touch with NE, Police, and Borough Council Planning & Enforcement. Responses to date have been:

- NE - confirmed their position influenced by location, scale and temporary nature of the development
- Police - cannot act in regard to trading anomalies or keeping of birds on site
- Borough Council - confirmed that enforcement investigations are ongoing

Concern was expressed that an Applications to establish a permanent site may be forthcoming. It was noted that this would be subject to regular planning considerations and therefore the Parish Council requires hard evidence on the impacts this would have on Protected Sites.

7. Village Matters

7.1. Beach Road ditch (Councillor Hulme)

Councillor Hulme pointed to the Parish Council's responsibilities for maintaining its own ditches adjacent to land that it owns in Beach Road. Since substantial work was last conducted in December 2021, the ditches have again begun to get overgrown with vegetation. Councillor Hulme suggested that CIL monies could be used to restore the ditches.

The Clerk reported that previously the cost was £10,902 minus VAT (£1817) and that following a successful bid to the CIL Fund, the Borough Council had contributed. Current proposal would not involve as much work and, even with inflation, would probably cost less.

Clerk to initially contact Parish Council's existing gardening contractor about clearance

7.2. Bus shelter –Bus shelter

Councillor Burton highlighted the problem of discarded cigarette butts in the bus shelters located north and south of Main Road. He reported that he has swept and placed a notice in both.

Councillor Burton offered to regularly check the bus shelter and remove discarded cigarette butts and any other rubbish.

8. Park Piece

8.1. Planting proposals (Councillor Burton)

Councillor Burton reported that the hedges planted are now established and that 4 of the five oak trees planted have survived. He proposed planting a few more fruit trees in the north-east corner and suggested persimmons, kiwis and Asian pears to provide interest.

In response, comments were that introducing sub-tropical plants may conflict with the semi-natural character of Park Piece and contribute to it being regarded as a park which may have implications in how the Local Plan ranks the parish in the settlement hierarchy which determines housing allocations.

9. Parish Partnership Scheme

Providing an update, the Clerk reported that support of the Area Highways Engineer had been received and that County Councillor Andrew Jamieson also supported the proposal and is looking to provide a contribution from his Local Members Fund.

Discussion centred on the fact that solar panels are not part of the unit and that unless they were attached to each post, it would require moving both the unit and the panels. Additionally, concern was expressed about one sheltered location on Main Road where it was thought there would be insufficient light to maintain a unit.

Clerk to contact Westcotec to clarify requirements

10. Monthly Report from RFO

10.1. Report

Nothing to report

10.2. Draft Budget 2026 / 2027

Copies were circulated to Parish Council on 31 October 2025 showing both a negative and a balanced budget using Reserves, with a summary of previous 5 years.

Parish Council are asked to note the following:

- 5% contingency added in most cases unless otherwise indicated
- Rental income – exact amount unknown at this point
- Village Hall – need to revise expected income from electricity meters? Need to revise expenditure to include any contributions towards refurbishments?
- Legal fees – sufficient to meet future needs?

Councillor Devereux suggested that it should also be subject to a standard 5% increase

- VIN/website - sufficient to meet future needs?
Councillor Devereux is meeting with a parishioner about working on a village website and if progressed may incur some additional expenditure
- Capital expenditure – identification of future items

10.4. Payments for authorisation

PAYEE	REASON	AMOUNT	PAYMENT METHOD
Norfolk Parish Training & Support	Training	£54.00	Bank Transfer
British Gas	Village Hall electricity	£44.13	Direct Debit
Payroll	Staff salaries	£711.12	Bank Transfer
HMRC	PAYE on staff salaries	£248.36	Bank Transfer
Aubergine 262 Ltd	Domain name registration	£120.00	Bank Transfer
BT plc	Telephone and Broadband (October)	£96.26	Direct Debit
Mr D.T. Watkins	Printer cartridges	£102.98	Bank Transfer

Agreed unanimously

11. Correspondence

11.1. Any correspondence not otherwise on the Agenda

- *“Help shape the future of the Norfolk coast”* – Norfolk Coast National Landscape Management Plan 2025–2030 – A public meeting is being held at Hunstanton Community Centre, Thursday 13 November, 5.30 - 6.30pm.
- Councillor Seare had been contacted by a parishioner who owns a property in the Conservation Area. They wished to know if they require planning permission for widening the opening of their driveway. Parish Council confirmed that they would given the property is in the Conservation Area.

12. Date of next meeting of the Parish Council: Tuesday 9 December 2025

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

Unanimously agreed

Signed Chair

LS Devereux

Date 9/12/25