

Minutes of the Cley Parish Council Meeting

Held at 6.30pm on Thursday 12th December 2024 at

Cley Village Hall, the Fairstead

Attending: Cllr Holliday (Chairman), Cllr Allen, Cllr High, Cllr Williamson, Cllr Holman, Cllr Baker and Parish Clerk Gemma Harrison.

3 members of the public were present.

1. Welcome and to consider apologies and reasons for absence.

1.1 Cllr Holliday welcomed everyone to the meeting.

1.2 Apologies were received from Cllr Deane (work commitments) and County Cllr Eric Vardy.

2. To receive declarations of Interest and requests for dispensations by councillors in any of the agenda items listed.

2.1 Cllr Baker stated he is a member of the Harbour Committee.

2.2 It was AGREED to grant Cllr Baker the dispensation to vote for item number 9.

3. The minutes of the Parish Council Meeting held on 21st November 2024 to be approved.

3.1 The minutes were circulated prior to the meeting, they were PROPOSED by Cllr Holman and SECONDED by Cllr High and AGREED by all.

4. Matters Arising on the Minutes (for information only and not included on the Agenda).

- Newgate Green Works – Weather permitting the works will start in early in 2025.
- Artemis Footpath Steps – Work now completed.
- Hardship Support – Clerk to promote on the website and social media. GH
- Holt Road Run Off – A meeting took place with NCC Highways, the gully at the side of the road will be redesigned to be made bigger. Cllrs asked that the old gully further up Holt Road, opposite the farmyard should be cleared. Clerk to contact Highways. GH
- The Allotment Meeting due to be held on 3rd December was deferred. There will be a new date circulated for a meeting in the New Year.

Public Participation

An opportunity for members of the public to ask questions and request to speak on agenda items

- None

5. Planning

5.1 Guest Speaker – the applicant for White Cottage shared with Cllrs the amended plans for PF/24/1949 White Cottage. The applicant stated that the flint wall will be remaining, and the little gate previously included has been removed. The applicant suggested that glazing has been sympathetically considered. Cllrs supported the new planting scheme and discussed the amended plans, they AGREED to withdraw their objection and submit a neutral stance.

5.2 The Planning Report (circulated prior to the meeting) was discussed. The comments above (adopting a neutral stance) were noted for White Cottage. PF/24/2523 Ankerland Bay was discussed. Cllrs OBJECT to the solar panels being used as these will affect the roofscape and adversely impact the conservation area. Cllrs requested a conservation grade roof light is installed. The comments for both planning applications were PROPOSED by Cllr Allen and SECONDED by Cllr Williamson and AGREED by all.

5.3 There have been no further applications received since the agenda has been published.

6. Reports

6.1 Receive and Discuss Reports.

- Police Report – The Clerk shared the latest SNAP priorities (retail theft) and reminded residents to be vigilant to rural crime and to ensure sheds are secured.
- County Cllr Report- Clerk read aloud the NCC report as circulated prior to the meeting by Cllr Vardy. It was AGREED for the Clerk to respond to the NCC Budget consultation OBJECTING to the withdrawal of the housing related support service. GH
- District Report – See full report at Appendix A.
- Allotments – Another allotment plot has been let, Clerk to send out the allotment pack. A thank you was extended to Cllr Holman and Billy Dawson for cleaning the road after the recent hedge cutting. GH

Cllr High left the meeting at 19.00

- Harbour Report – Carols on the Quay Saturday 14th December starting 4.30pm Father Christmas arriving at 6pm.
- Village Hall Report – none.

7. Finance

7.1 The payments (£2068.12), receipts (£1141.07), and bank reconciliation (Appendix B) for November were circulated prior to the meeting. Additional invoices for hedge cutting (£297) and expenses for Cllr Holman (£40) were read aloud by the Clerk. The finance was PROPOSED by Cllr Holliday and SECONDED by Cllr Holman and AGREED BY ALL.

7.2 The 25/26 Budget was circulated prior to the meeting. The Clerk took Cllrs through the circulated spreadsheet and a discussion took place. It was PROPOSED by Cllr Allen to set the 25/26 Precept as £15,715 which is £47.48 per year for a Band D Property, an increase of 8p per week, this was SECONDED by Cllr Williamson and AGREED by all. Clerk to inform NNDC.

8. The Swallows Asset of Community Value

8.1 Cllrs discussed applying to register the Three Swallows as an Asset of Community Value. It was PROPOSED by Cllr Holliday to submit an application and SECONDED by Cllr Allen and AGREED by all. Cllrs will collect signatures using the forms the Clerk provided, the Clerk will also look to create an online form for residents to sign. GH

9. Electricity Supply on the Quay

9.1 Cllrs considered the request from the Harbour Committee for an electricity supply on The Quay. Cllrs requested that any cabinet used should be the colour green to ensure it is unobtrusive. The electricity supply (which would feed off the mill and have no cost to CPC) was PROPOSED by Cllr Allen and SECONDED by Cllr Williamson and AGREED by all. Clerk to inform the committee. GH

Cllr Allen and Cllr Baker left the meeting at 19.36.

10. Correspondence

10.1 It was noted that the dog bin was full at the Church. It was AGREED that a sign informing dog walkers that litter bins can be used for dog waste should be displayed on the litter bin. Clerk to arrange. GH

10.2 It was noted that the grit bin relocation was down to CPC to implement. RA

10.3 The Clerk attended the recent NALC AGM, it was AGREED by all that the Clerk should have the right to vote on behalf of the Parish Council at any Norfolk ALC or National ALC meeting.

10.4 Norfolk Rivers Trust are testing the river Glaven just below the Wiveton Bridge. Ideally testing would be done further down towards the sluice if access is suitable. VH to

investigate. The trust is looking at feasibility of chemical testing weekly at the sluice. Volunteers would be helpful. **VH/RH**

10.5 The river maintenance programme from the EA was circulated prior to the meeting. Clerk to post a copy to Cllr High. **GH**

11. Loke Maintenance

11.1 Unfortunately no quotes have been received for loke maintenance, the item was deferred.

12. Concrete Bench

12.1 The repair work which is needed for the concrete bench was discussed. The metal frame is now exposed in places. It was AGREED for Cllr Holman to approach a volunteer to undertake repairs to the bench. It was noted that any expenses can be claimed back through CPC as long as receipts are retained. **JH**

13. Trees (planting)

13.1 It was AGREED for the Clerk to order 125 whips for the allotments for £52.50. These are usually collected from Fakenham. Clerk to liaise with Cllr Williamson on collection. **GH**

14. Items to be included on the Next Agenda

14.1 Loo on Beach, Cleaning village gates, SAM2 update.

15. Time and Date of Next Meeting; Thursday 9th January 6.30pm in Cley Village Hall.

Meeting ended 19.50

Appendix A

District Cllrs Report January 2025

All best wishes to everyone for a peaceful and happy New year.

From NNDC

Coastal

The new Climate Change and Coastal Transition Lawyer is in post and working to identify legislation policy and coarse law to ascertain how councils can help businesses, homes and infrastructure away from the coast.

The rock defences on Cromer beach have been completed. The Mundesley rock placement is ongoing.

Planning

The new National Planning Policy Framework has been published with a revised annual target for North Norfolk for housebuilding of 932. This is approximately double what has been built in the district in previous years.

31 new homes have been built through the mitigation to nutrients in watercourses by upgrading of householders' septic tanks to new ones which release less nutrients.

I am now NNDC's representative on the board overseeing the Norfolk wide Green Infrastructure and Recreational Impact Avoidance Mitigation Strategy (GIRAMS). This strategy addresses the mitigation of increased recreational impact on Habitats Sites (such as the salt marshes) in our area.

Cabinet has approved the revised Planning in Health Protocol which recognises the need for greater collaboration between local planning authorities, health service organisations and public health departments in planning for further growth.

The time limit for enforcement action against an alleged planning breach has been extended to 10 years.

Benefits

We are still very keen to identify residents eligible for pension credit. To check your eligibility for pension credit go to gov.uk/pension-credit, call 0800991234, or contact the Financial Inclusion team ([financial.inclusion@ north-Norfolk.gov.uk](mailto:financial.inclusion@north-Norfolk.gov.uk) or 01263516221).

The financial Inclusion team are absolutely the best place to start for any money worries, problems paying bills etc. They have claimed over £1.4mill in missed benefits or funding for residents. They also might be able to put you in touch with help to fill your oil tank and can help you obtain other benefits and allowances eg disability living allowance.

Households will be contacted by the Benefits Team if they are eligible for payments under the Household Support Fund.

Discretionary housing payments are available for rent arrears, rent deposit, moving costs and on going rent shortfall. So far 91 households have been helped.

Housing

As of 31st October 2024, there were 2315 households on the council waiting list, with 483 having the most urgent housing needs. In comparison, only 196 houses were let from 1st April to 30th November. As of 30th November, there were 207 open cases of households at risk of homelessness and 60 households in temporary accommodation. NNDC now owns 25 units for temporary accommodation which is far preferable to nightly paid accommodation.

Two rural housing schemes were opened this summer and four more are in build, and new affordable homes are coming on stream in Holt. Planning applications for two large affordable housing sites and with a high percentage of affordable homes have also recently been approved. The housing adaptation scheme has funding, so do please come forward if you need modifications to stay in your own home. Not all grants are means tested so you may be eligible! Urgent home repairs (eg emergency boiler replacement) are also covered. Contact me if you have any questions.

Environment

An abandoned vehicle needs to be in place 21 days before it is considered abandoned, unless burnt out or dangerous. Abandoned vehicles can be reported via the website, search for 'abandoned vehicle'.

Licensing

There has been an increase in requests for taxi licences, to the extent a new licensing team member is required.

Leisure

All 6 blue flag North Norfolk beaches (Cromer, East Runton, Mundesley, Sea Palling Sheringham and West Runton) have had their bathing water classified as excellent which means they can be put forward again for blue flag status.

Finance

The end of year forecast for 2024/25 is for a £995k deficit. This is largely made up of additional borrowing costs and the cost of temporary accommodation.

NNDC is still in discussion with NCC as to how a proportion of the additional council tax on second homes can be put towards social housing.

Customer service

The average wait time to contact Customer Services at NNDC has come down to 6 mins 19 secs in November.'

Blakeney Surgery

The planning application for a 24hr medicines vending machine at Blakeney Village Hall has been approved. I've asked for an update as to how long Blakeney surgery will remain open for medicines collection and will let you know.

Boiler Upgrade Scheme

Through the Government sponsored Boiler Upgrade Scheme you can get a grant of £7.5k towards replacing a fossil fuel heating system with a heat pump, or £5k towards replacing with a biomass boiler. This grant is not means tested. Visit <https://www.gov.uk/apply-boiler-upgrade-scheme/print> for more information.

Appendix B

Cley Parish Council

6 December 2024 (2024-2025)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/11/2024

Cash in Hand 01/04/2024 13,972.63

ADD

Receipts 01/04/2024 - 30/11/2024 25,942.17

39,914.80

SUBTRACT

Payments 01/04/2024 - 30/11/2024 19,545.96

A Cash in Hand 30/11/2024 20,368.84

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 30/11/2024 0.00

Community Account 1 30/11/2024 6,709.50

Business Premium Account 30/11/2024 5,234.08

Community Account 2 30/11/2024 8,460.26

20,403.84

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 20,368.84

20,368.84

35.00

A = B Checks out OK