

CLEY PARISH COUNCIL

Minutes of the Cley Parish Council Meeting

held on Thursday 9th December 2021

at 6.30 p.m. at Cley Village Hall, The Fairstead.

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

County Cllr Eric Vardy was present.

There were 7 members of the public 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 Baker and Cllr Meadows due to illness.
Apologies were accepted.

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

2.1 Cllr High declared an interest in Newgate Green (item 5 Reports).

3. Minutes of the Parish Council meeting held on Thursday 11th November to be approved.

4.1 The minutes were circulated prior to the meeting and were PROPOSED by Cllr Holman and SECONDED by Cllr Williamson and AGREED by all.

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

- Toilet on Cley Beach – A meeting will be taking place on 26th January with the CEO's from NWT, the meeting will be held via Zoom. **VH/JH**
- Newgate Green – The design has now been completed and circulated to Cllrs. Clerk to touch base with designer to ensure that there will not be any parking on the corner of Newgate Green as this restricts visibility. **GH**
- New bin installation – NNDC did not support a new bin installation behind Zetland House as vehicle access is needed at all times. Cllr Allen to provide

the Clerk with a map showing the preferred bin location and Clerk to report back to NNDC. RA/GH

- Boardwalk and Handrails – No further update as EA contact is currently away. Clerk to chase. GH
- Village Gates/ Signage project update - £2241.50 has been quoted to provide one village gate on the inbound side of the 4 roads into Cley. Clerk to check the wording of the proposed signage with NCC. GH

5. Receive and Discuss Reports

- Police Report – one vehicle theft reported. PC Jason Pegden sent his apologies.
- County Cllr Report – The County Cllr Eric Vardy has been speaking to Highways to ensure that a proposed road closure of the High Street in February Half Term is re-arranged. The road closure will now take place earlier in February which is good news for the businesses in Cley. Cllr Eric Vardy stated that a NCC funding stream for voluntary groups has been launched. Cllr Vardy confirmed that marking out the bus stop and the installation of slow signs is on the NCC work programme.
- District Cllr Holliday gave her report. The tidal gates are going to be refurbished by the EA. The new leisure centre in Sheringham is now open. The social prescribing hub at North Norfolk District Council has been launched and is doing well. Domestic food waste recycling will be launched in 2023. The Local Plan will be going for consultation in January. Free parking in NNDC car parks on 13th and 14th December. NNDC have some money to alleviate winter hardship, if you know anyone who would benefit from some help then please contact the hub or the Parish Clerk for more information.
- Allotments – Cllr Holman gave an update. CPC have let another 15 rods. A member of the public raised concerns about the gaps in the hedges, the height of the Church Lane hedge and possible tree work which needs to be carried out on the allotments. It was AGREED for Cllr Holman, Cllr Williamson, Cllr Holliday and the Clerk to meet separately to discuss the issues raised and to report back to the member of the public. GH/VH/JH/RW

- Harbour Report – A member of the public gave their report. Advent windows continue to be successful with nearly 50 windows decorated. Carols on the Quay will be on 18th December at 5pm. CPC have asked to be informed of any future committee meetings with outside bodies so CPC can send a representative.
- Village Hall Report – No official report. The club room floor and heating are being looked at. The Christmas Fair was a great success.
- Jubilee Report – The Clerk confirmed that CPC have booked Blakeney Rovers for the event, they will be performing two 45 mins slots. Cllr Allen, Cllr High and the Clerk will be meeting in January for further event planning. **GH/RA/BH**

Public Participation

- A member of the public queried the traffic cones at the bottom of Town Yard which now extend as far as Hunters. Cllrs were happy to move the cones, as their placement hadn't been deliberate. The Clerk confirmed that the stickers for the cones have been ordered. **RW**
- A member of the public thanked the Parish Council for their role in helping to get the potholes along the Fairstead repaired.

6. Planning

6.1 No planning applications have been received.

6.2 The Clerk circulated the draft proposed boundary for the Cley Neighbourhood Plan Area. The boundary reflected the Parish Boundary and was AGREED by all present. Clerk to report to back to NNDC. **GH**.

7. Anterton Green / Hilltop

7.1 A discussion took place on the name of the unregistered Parish Land adjacent to Hilltop. It was suggested that the land should be referred to as Anterton Green. After some discussion it was AGREED to leave the name of the land as Parish Land.

7.2 Cllrs thanked residents for clearing the westerly area of the Parish Land.

7.3 Cllrs stated they are keen to create the management path which was first referred to in the original Management Plan, it was therefore proposed to create a path from

Lambert Cottage, westwards down to the triangle. The work would take a contractor one day and would cost approximately £500.

7.4 Clerk to ask NWT where the proposed new bench (which was originally to be sited on the Parish Land) was going to be installed. GH

7.5A discussion took place on updating the Parish Land Management Plan.

7.6 Three members of the public present disagreed with the proposed works to create a maintenance path. Concerns were raised on environmental grounds, privacy, safety, cost and legalities to do with ownership.

7.7 Another member of the public present stated how they had evidence that the land couldn't be sold or conveyed as the land was for use by the residents of the parish. This was noted by Cllrs.

7.8 It was AGREED that CPC will create a new Parish Land Working Party to revise the Management Plan, a Terms of Reference for the group will be drafted by CPC. The new Working Party will be created with representatives from CPC, a representative from the Coast Road, the village and Hilltop. It was AGREED that CPC seek some advice on the biodiversity value of the land in question. Clerk to keep residents updated. GH

8. Large Appliance Collection in the Parish

8.1 A discussion took place on whether CPC were able to offer a collection for large appliances in the parish. It was AGREED to see what demand there would be in order for the Parish Council to estimate costs to see if such a project would be viable. VH/GH

9. Public Rights of Way – The Countryside and Rights of Way Act 2000 – 2026

9.1 The Clerk announced that the Parish Council were planning to carry out some research in the New Year on what unrecorded Public Rights of Way there might be in the parish. The work was being done ahead of 1st January 2026 deadline for new applications to modify the definitive map on historical evidence grounds. The Clerk urged Cllrs and members of the public to feedback on where there are paths that are currently being enjoyed, or have been enjoyed in the past, which are not shown on the legal definitive map. ALL

10. EV Charging

10.1 NNDC have awarded CPC £5000 towards CPC's EV Charging project, CPC now has £18726.50 for the project. Cllr Allen agreed to get an updated quote for the works

so CPC had the most up to date figures in order to calculate what shortfall there might be. **RA**

11. Finance

11.1 The payments and receipts were circulated prior to the meeting for the month of November. They were PROPOSED by Cllr Holliday and SECONDED by Cllr Williamson and AGREED by All.

11.2 The Bank Reconciliation (Appendix A) was circulated prior to the meeting and AGREED by all present.

11.3 The 2022/23 Budget was circulated prior to the meeting. The precept of £14,441 was PROPOSED by Cllr Holliday and SECONDED by Cllr Allen and AGREED by all. This equates to £43.88 per Band D property and is a 4.54% rise from 21/22. Clerk to submit the CPC Precept request to NNDC. **GH**

11.4 Cllrs were all reminded that they are able to claim travel expenses at 45p per mile when undertaking work (includes travelling to Holt to pay in donations) for the Parish Council. **ALL**

12. Correspondence

12.1 A149 Road Closure discussed under Point 5 Reports.

13. Installation of a new Bench in the Parish

13.1 Discussed above at point 7.4.

14. Items to be included on the Next Agenda

14.1 (Clerk to ask planners to January's meeting as their presence will be more relevant for Arcady), Management plan for Hilltop, Queen's Jubilee, Heritage Walk, Allotments, EV Charging, East Transport Consultation. **GH**

15. Time and Date of Next Meeting; 6.30pm Thursday 13th January 2021 location TBC. (Please note the meeting may be held via Zoom, depending on the ongoing Covid situation)

Meeting ended 20.16

Appendix A

Cley Parish Council

1 December 2021 (2021-2022)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 01/12/2021		
Cash in Hand 01/04/2021		
ADD		
Receipts 01/04/2021 - 01/12/2021	11,353.41	A
SUBTRACT	24,559.46	
Payments 01/04/2021 - 01/12/2021		
Cash in Hand 01/12/2021 (per Cash Book)		
35,912.87		
17,135.40		
18,777.47		
Cash in hand per Bank Statements	0.00	
Less unrepresented payments	5,542.20	B
Plus unrepresented receipts	5,121.90	
Adjusted Bank Balance	8,341.37	
19,005.47		
228.00		
18,777.47		
18,777.47		
A = B Checks out OK		

Petty Cash 01/12/2021 Community Account 2 01/12/2021 Business Premium Account 01/12/2021 Community Account 1 01/12/2021