

Minutes of the Cley Parish Council Meeting
Held at 6.30pm on Thursday 14th March 2024 in
Cley Village Hall, the Fairstead

Attending: Cllr Holliday (Chairman and NNDC District Cllr), Cllr Allen (Vice-Chairman), Cllr High, Cllr Williamson, Cllr Holman, Cllr Deane, Cllr Baker and Parish Clerk Gemma Harrison. 10 members of the public present.

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

1.1 No apologies.

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

2.1 Cllr High stated that he has an interest in Newgate Green.

2.2 Cllr Deane and Cllr Baker stated they are members of the Harbour Committee.

3. Minutes of the Parish Council meeting held on 8th February 2024 and of the Extraordinary Parish Council meeting held on Tuesday 20th February to be approved.

3.1 The above minutes were circulated prior to the meeting; they were both PROPOSED as accurate and correct by Cllr Williamson and SECONDED by Cllr Baker and AGREED by all.

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

- Neighbourhood Plan – A meeting has been planned with NNDC for April.
- Toilet on the Beach – Cllr Holman has discussed the proposed toilet with the NWT Centre Manager and been advised to speak to Richard Crabb. VH to share email with Cllr Holman and Cllr Holman to organise a meeting to discuss the proposal further.
VH/JH
- Cley Community Litter Pick – There was a good turnout, Cllr Holliday thanked everyone who took part, lots of litter was collected. It was noted that the The Quay was full of rubbish and Cllr Deane asked the Council to consider getting a litter bin installed. Clerk to get a quote for an extra bin for the Quay and add it to next month's agenda for discussion. GH
- The Clerk stated that Cley Parish Council have been consulted on further minor amendments to the Arcady application. The consultation came in after the agenda for this meeting was published. The Parish Council's next meeting is scheduled for Thursday 11th April. CPC understand from NNDC that the Development Control

Committee will be determining the revised Arcady application on Thursday 4th April. Due to existing commitments of the Clerk and Cllrs, CPC are unable to meet before the 4th April to consider the amendments, whilst usually CPC would ask for an extension, Cllrs do not want to further delay the application. As such, CPC will not be submitting any further comments to the planning proposal. As no further meeting is able to take place, the original planning comments submitted by Cley Parish Council on 20th February, will be considered along with all the other consultee submissions by the Development Control Committee on 4th April.

5. Reports

5.1 Receive and Discuss Reports.

- Police Report – PC Graham Gower-Smith sent his apologies. Cllr Deane shared the latest speed data. More people are coming into Cley from the Coast Road. The speeds are lower in the 60-mph zone on Old Woman’s Lane than in the 30 mph zones with an average speed of just 22 mph compared to average speeds of 24mph/25 mph in the 30 mph zones. It was noted that the bottom of Old Woman’s Lane is being used as a cut through and potholes are now appearing. Clerk to add to next month’s agenda.
- County Cllr Report – Eric gave his report. The report was circulated prior to the meeting and can be seen at Appendix A.
- District Report – Cllr Holliday gave her report which can be seen at Appendix B. There has been a change in waste collection dates and residents should all receive the updated information by 28th March. If residents experience any problems with bin collections, then please let Cllr Holliday know. Cllr Holliday attended the Blakeney Surgery meeting last week, where a heated debate took place on how the surgery shouldn’t be shut. There is a proforma letter in the GVN on page 12, if residents object to the closure, they are welcome to use the letter to submit their views.
- Allotments – No update.
- Harbour Report – No update.
- Village Hall Report – There will be a working party on 20th April. The hedges are now being cut.

Public Participation

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

A member of the public raised concerns regarding the license application for Barn Drift.

A member of the public raised concerns about the ongoing delay in getting the handrails on the Coast Path steps opposite Artemis and on the path behind the windmill installed.

Clerk to ask the Trail Team for an update. GH

6. Planning

6.1 To agree the Planning Report for March, namely CPC's response to the following planning application;

- PF/24/0262 – Barn north of Salt Marsh Cottage, Town Yard. The application was discussed, Cllrs were keen to see the conditions given to the previous application applied. Namely the ecology report must be followed, no external lighting and the barn must remain incidental to the main dwelling. Cllr Allen PROPOSED the planning response and Cllr High SECONDED it, the decision was AGREED by all.

- Cooks Marsh will be discussed under delegated powers and reported back to next month's meeting as Cllrs haven't seen the latest plans.

6.2 Cllrs discussed the Government consultation on the changes to permitted development rights. Problems have been experienced in the past with regards permitted development rights and therefore Cllrs do not think the proposed changes are appropriate. Clerk to draft a response ahead of the deadline on 9th April and share with Cllrs. GH

7. Finance

7.1 The payments, receipts, and bank reconciliation (Appendix C) for the month of February were circulated ahead of the meeting. An additional payment of £100 for room hire for the Community Café was read aloud by the Clerk. Cllr Holman PROPOSED the finance, it was SECONDED by Cllr Holliday and AGREED by all. Clerk to make outstanding payments. GH

8. Democratic Representation

8.1 The Clerk stated that Parish Councils were formed in 1894 by Act of Parliament, Cley Parish Council is one of approximately 9000 Town and Parish Councils in England. Cley Parish Council is made up of 7 elected Cllrs. The Cllrs are elected every 4 years with the next elections due in 2027. Cllrs cannot make decisions as an individual, they cannot give permission or offer an opinion on behalf of the Parish Council, only as a collective group can decisions be made.

8.2 Decisions can only be made in public, as such public meetings are held throughout the year and advertised to encourage residents to attend. The meetings are all minuted and all minutes are published on the parish website to ensure that residents who are unable to attend the meetings know what business is being transacted.

- 8.3 There are a few exceptions to the rule where delegated powers exist to enable decisions to be made quickly if needed, however, these will still need to be reported and recorded in the minutes at the following PC meeting.
- 8.4 Agendas are published a week in advance of the meeting, to encourage residents with any views on the items being discussed the opportunity to engage with the Parish Council.
- 8.5 Parish Cllrs have a number of duties and powers which they are able to use. Duties is something the Parish Council has to do, examples are publishing their finances and audits, undertake risk assessments on sites they own, maintain their land, hold public meetings, have a budget etc. Powers enable Cllrs to carry out discretionary tasks, such as install a defibrillator, undertake community support grants, operate a public toilet etc.
- 8.6 Parish Councils are the grassroots in Local Government and are often the first point of contact for a resident to raise concerns or an issue. The Parish Council represents its residents and as such is often chosen as a statutory consultee. It is often felt that the Parish Council has good local knowledge and can offer advice on potential issues e.g. flooding, traffic problems, sewage works etc. The Parish Council also signposts residents to other tiers of Local Government for help and advice and can report things such as potholes to other Councils to fix.
- 8.7 Representing residents is always a difficult task, as Cllrs are often asked to represent many different opinions. The recent discussion on yellow lines is a good example whereby there is mixed support for a project. Cllrs not only look at the majority of people's opinions, but take into consideration the points being made, the legal aspects, the longer-term benefits and the effect the decision will have on those living closest to the issue.
- 8.8 Cllrs are all volunteers; they are not paid for their time. All time given at meetings, dealing with correspondence, reading policies, planning applications, attending litter picks, site visits, writing newsletters etc. is all their own time given to the community as a volunteer.
- 8.9 It is recognised that engaging with residents is important. Currently our two biggest forms of contact are residents seeking advice on an issue which is dealt with by the District or County Council or a resident seeking financial support or advice. As such the Parish Council have drafted a poster to try and signpost residents to the right people or places for help and support. The council have also drafted a poster detailing the differences between all the tiers in Local Government. The posters were AGREED by all and will be advertised on social media and on the CPC website. GH

9. The Cley Community Support Fund

- 9.1 The Cley Community Support Fund was discussed. The council has received £2700 in total in grants and donations. The majority of the funds have now been given out via heated blankets and Tesco food vouchers. A discussion took place on how the fund will be managed going forward.
- 9.2 Cllrs AGREED that the fund should be a winter fund. Clerk to ring fence the remaining £80.24 for the winter fund. **GH**
- 9.3 Cllr Holliday will mention the winter fund in this month's GVN article. **VH**
- 9.4 Clerk to research how other Parish Councils manage similar schemes. **GH**

10. Footpaths

- 10.1 It was noted that the tree has been removed from the footpath on Hammer Hill.
- 10.2 It was noted earlier in the meeting that the handrails still need to be done on the Coast Path.
- 10.3 The Hangs – overgrown hedge will be cut by Cllr High.

11. Correspondence

- 11.1 Contractor parking on Holt Road was discussed, it was noted that the parking was reducing visibility. Cllr Allen will speak to the contractors and ask for them to park in the Village Hall Car Park and be more mindful of residents. **RA**
- 11.2 It was AGREED that Cllr Deane will put some bunting and tree stakes on the Newgate Green triangle to help protect the grass. **RD**
- 11.3 Rectory Farm Meeting – Cllr Allen and Cllr High will be attending a meeting to discuss a future planning application at Woodcock Yard.
- 11.4 The license application for Barn Drift was discussed, concerns were raised about the proposed late night refreshment license. It was suggested that ideally Environmental Health should add Barn Drift to the watch list for the summer. Concerns were raised about the impact the noise can have on the nearby wildlife.
- 11.5 Clerk to add licensing application to the CPC website. Cllr Holliday to forward to the Clerk. **GH**
- 11.6 The latest SNAP priority is anti- social behaviour in Holt.
- 11.7 The dog bins in the parish will be monitored as recently they have been full and had to be reported to be emptied. It was noted that Andy Smith has taken over from Joseph Kenny. **ALL**

11.8 NCC Highways updates (potholes) a number in the parish have now been repaired. It was noted that a new pot hole has appeared in the middle of Town Yard. Clerk to report to Highways. **GH**

11.9 The second heritage walk board proposal was circulated to Cllrs for comments.

11.10 The Digital Switchover seminar on 18th March with Duncan Baker was noted.

11.11 Orsted Community Funding was discussed, Cllrs have been asked to let the Clerk know of any potential projects that would benefit from grant funding. **ALL**

11.12 The Blakeney Surgery proforma letter was AGREED to be sent from CPC. Clerk to get a copy of the letter and send it on behalf of CPC. **GH**

11.13 Clerk to complete travel survey on behalf of CPC ahead of the deadline on 17th April 2024. **GH**

12. Items to be included on the Next Agenda

12.1 Community Fund Hornsea, Anglian water trucking (Clerk to write to Anglian Water ahead of the meeting to ask about the trucking) **GH**, Cley Community Support Fund, Footpaths, Licensing.

13. Time and Date of Next Meeting; Thursday 11th April 6.30pm in Cley Village Hall. Cllr Holliday has given her apologies for the next meeting; Cllr Allen will Chair the meeting.

Meeting ended 19.59

Appendix A

NCC Report

Norfolk families set to gain more support thanks to a new volunteer service

Families in Norfolk will benefit from a new practical service launched by Norfolk County Council and Home-Start Norfolk.

The County Council has awarded a one-year contract, starting in April 2024, to deliver a new volunteer peer support service to Home-Start Norfolk, as part of its innovative family hub programme.

The service will be accessible for families in Norfolk who are expecting a baby, or have a child up to the age of two-years-old, who require practical support to make sure they have the tools and resources they need to give their children. NCC are delighted to join forces with Home-Start Norfolk. Their proven track record in making a tangible difference in the lives of families across Norfolk aligns perfectly with our vision for the family hubs programme.

“Together, we will work tirelessly to ensure that every family in Norfolk has access to the support they need when they need it. This strategic partnership aims to bolster the council's efforts in providing comprehensive support to families across Norfolk, ensuring every child gets the best start in life.”

Home-Start has provided emotional and practical support to Norfolk families over the last thirty-five years through a volunteer peer support model. Our volunteer team was recognised late last year with the Kings Award for Voluntary Service, so it has been a very exciting few months for the charity.

We look forward to working with the Start for Life team to broaden our offer to families with children aged 0 to 2, as we know these 1001 critical days are so crucial to children’s early development and emotional wellbeing.”

Many families need a little extra support during pregnancy and in the early years of their child’s development, including practical support such as with understanding which crib or cot to purchase within their budget. Peer support volunteers can help families feel less isolated and to develop networks in their local communities. Many families have shared that they value the support from family, friends, and others with similar lived experiences, often above, and in addition, to support from professionals.

In recognition of the needs of families, Home-Start Norfolk will recruit, train and support volunteers to connect and build relationships with individual families in the

comfort of their own homes or local community venues. The service will also include community-based groups and activities, supporting individuals to access wider social activities within their local area and accessing guided self-help resources.

The support will empower parents to have capacity and confidence to ensure their child's needs are met, including help to discover and navigate their local community, access professional support and support identified needs.

This peer support offer is being delivered as part of Norfolk's Start for Life and Family Hub approach, which is funded through the national Government Family Hubs and Start for Life Programme.

The Start for Life and Family Hubs approach supports Norfolk's vision for every child and young person to flourish by strengthening the prevention and early help offer for families with children up to age of 19, or 25 if they have special educational needs and disabilities.

Council agrees £528m budget

Councillors have backed a budget that "delivers for Norfolk", in the face of major challenges facing local government.

Deputy council leader Councillor Andrew Jamieson, cabinet member for finance, told today's full council meeting that the budget would deliver for Norfolk. This is despite major cost and demand pressures facing all councils. The County Council has had to deal with a £30m overspend in adult social services and children's services this year.

He said: "Our priorities are stable and sustainable finances, well delivered public services, economic growth and protecting and enhancing Norfolk's heritage and environment."

Cllr Jamieson said it was a budget for the future, with an additional £60m for adult social services and £35m extra for children's services, and savings from transforming how the council operates. He said that the extremely difficult local government finance situation meant the council needed to make sustainable savings. Cllr Jamieson pledged to continue to lobby the next Government for multi-year settlements, fair funding and reform of adult social care funding.

County Council leader, Councillor Kay Mason Billig, said the council would continue to be ambitious for Norfolk and had achieved many successes – against a tough economic backdrop.

She said: "We know that our residents will be concerned about the decisions we make and how that may affect them. This year's budget has been one of the toughest to determine but we have a statutory duty to provide a balanced position, and that is what we are presenting to you."

The key headlines from the budget agreed today are:

- £122m of investment to meet demand and cost pressures next year – including £34.6m for inflation, £38m for legislative requirements, £39.7m for demand and demographic issues and £9.6m for policy decisions.
- £41.5m of new savings, including £9.6m from transforming how the council operates.
- A proposed 4.99% increase in the County Council's share of Council Tax, in line with the Government's capping level (2.99% for general Council Tax and 2% for adult social care). This

would increase the Council's share of band D bills to £1,672.11. A 4.99% rise would generate £24.9m.

- A small number of the budget proposals have been identified as requiring consultation, as they may relate to a policy or service change. Cabinet will take decisions on these proposals in the summer, after considering the consultation results.

Appendix B

From NNDC

'Coastal

The Shoreline Management Plan Data Explorer has now been launched:

[Home | Shoreline Management Plans \(data.gov.uk\)](#)

We are in SMP5 and 6. This new digital tool makes for easier access to Shoreline Management Plans which identify the most sustainable approach for managing the risk from coastal flooding and erosion over the short (0-20 years), medium (20-50 years), and long term (50-100 years).

Planning

The current phase of the new Local Plan examination is complete. There may be modifications to the plan coming out of these hearings which will go out to public consultation and possibly another round of Hearings. The new Local Plan hopefully will be finalised by the autumn.

Wells Neighbourhood Plan is in the examination phase.

The long awaited 10% Biodiversity Net Gain is now required for major developments, and still come in for other developments 2nd April this year. Councils affected by nutrient neutrality can share in £9.6 mill awarded on their behalf to Broadland DC who are the formal decision makers with input from the various Planning Directors to ensure distribution across all areas affected.

Norfolk Environmental Credits (of which NNDC is a shareholder) has started selling its first nutrient neutrality credits.

Part of the Planning Service Improvement Plan is to introduce a new Local Validation List to set out what information and documents are needed to submit a planning application. This will go out to public consultation.

Benefits

The Financial Inclusion team has generated £680k in additional income for households struggling financially in North Norfolk. They increase income to households by unclaimed benefits, council to support and food and energy grants and vouchers. If anyone would like to be referred please email financial.inclusion@north-norfolk.gov.uk.

Almost £86k has been awarded in Discretionary Housing Payments to support tenancies, homelessness prevention and to support people to stay within the community.

As of 31st January, there were 2546 households on the housing waiting list. 197 homes were let so far this year. There were 61 households in temporary accommodation and 7 rough sleepers in January.

NNDC was able to purchase 11 additional affordable homes with government funding some of which are available to rent. Another four were purchased for refugees.

There are 350 affordable homes in the pipeline of which 38 will be completed in 23/24.

I am chairing a Task & Finish Group (a sub group of the Overview & Scrutiny Cttee) looking into causes and prevention of and solutions to homelessness. We hope to report back in a couple of months which will explain what more we can do to reduce the number of homeless households in our district.

The Integrated Housing Adaptations Team have spent over £1 mill of Disabled Facilities Grant.

Sustainable growth

At a January Business event, 83% of businessmen and women said they were optimistic about the future. The greatest challenges given was recruiting and training staff, financial stability, workforce development, transport and availability of sites.

Grants of £389k from the Rural England Prosperity Fund have been offered to businesses and comment groups for net zero infrastructure, diversification of rural businesses, funding for community groups and volunteering.

Grants of £311k from the UK Shared Prosperity Fund have been awarded to community infrastructure projects, the local visitor economy, supporting digitalisation and developing a business support programme.

Environmental services

Serco is proposing another waste rounds change starting April 8th, caused by the change in location of the waste disposal site for recyclables and a growing need for garden bin waste collection. Information should have been sent to you by Serco. As ever, contact me with problems though apparently the Serco Customer Care Centre is more efficient.

Complaints to the Private Sector Housing team have increased, mainly around damp and mould. Please contact me if you have any problems.

Finance

Council tax has increased by £4.95 for a band d property ie 3% to cover increased costs of delivering services.

Licensing

Cabinet has agreed to increase taxi fares by 15%, subject to consultation.'

Other news

BANKING HUB TO COME TO HOLT

As a result of much hard work, Holt has secured a full banking hub. Given the closure of all the banks, this will be a lifeline for all the surrounding villages and communities that need a banking service locally. The process will now

be that an organisation called Cash Access UK will assess and find suitable premises. They will then work to perhaps have a different banking organisation visit the hub, one day a week, every week. The details are yet to be finalised.

BLAKENEY SURGERY

I will be writing to health bosses to complain about the proposals offered by health bosses to help those who will no longer be able to get their medicines should Blakeney Surgery close for good. The Save Blakeney Surgery campaign feels this is misleading as the main question is how Blakeney patients will manage when GP and nurse appointments are taken away permanently. We think that Blakeney Surgery is being closed without due process. We are instead asking for a full consultation on the closure of Blakeney Surgery. If that goes against us, we are asking for adequate mitigation in the form of GP and nurse appointments in Blakeney several days a week, wellbeing services, transport to one of the other surgeries in addition to meds collection. The Integrated Care Board is asking for more feedback by April 2nd and the decision to close the surgery permanently will be made April 23rd. Please join us in writing to nwicb.contactus@nhs.net with a copy to Sadie Parker (Sadie.parker@nhs.net) by April 2nd to express your views.

PERMITTED DEVELOPMENT CONSULTATION

A government consultation on the expansion of certain permitted development rights (ie development which does not require a planning application) runs till 9th April. Send in your views!

<https://www.gov.uk/government/consultations/changes-to-various-permitted-development-rights-consultation/changes-to-various-permitted-development-rights-consultation>

Appendix C Bank Reconciliation

Cley Parish Council

3 March 2024 (2023-2024)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 29/02/2024

Cash in Hand 01/04/2023 12,959.34

ADD

Receipts 01/04/2023 - 29/02/2024 29,999.50

42,958.84

SUBTRACT

Payments 01/04/2023 - 29/02/2024 26,937.50

A Cash in Hand 29/02/2024 16,021.34

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 29/02/2024 0.00

Community Account 1 29/02/2024 3,537.39

Business Premium Account 29/02/2024 5,175.79

Community Account 2 29/02/2024 7,308.16

16,021.34

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 16,021.34

16,021.34

A = B Checks out OK