

Minutes of the Annual Cley Parish Council Meeting

Held at 6.30pm on Thursday 9th May 2024 in

Cley Village Hall, the Fairstead

Attending: Cllr Holliday (Chair) Cllr Allen (Vice-Chair), Cllr High, Cllr Baker, Cllr Williamson, Cllr Deane and Parish Clerk Gemma Harrison.

13 members of the public present.

1. Election of Chairman for the following year. Chairman to sign declaration of office.

1.1 Cllr High PROPOSED Cllr Holliday as Chairman and Cllr Allen SECONDED the motion which was AGREED by all. Cllr Holliday signed the declaration of office.

2. Election of Vice- Chairman for the following year. Vice Chairman to sign declaration of office.

2.1 Cllr Holliday PROPOSED Cllr Allen as Vice Chairman, this was SECONDED by Cllr Richard Deane and AGREED by all. Cllr Allen signed the declaration of office.

3. Welcome and Apologies.

3.1 Cllr Holliday welcomed everyone to the meeting.

3.2 Apologies have been received by Cllr Holman (family commitment) and County Cllr Eric Vardy.

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

4.1 Cllr Deane and Cllr Baker are members of the Harbour Committee.

4.2 Cllr High stated he had an interest in Newgate Green.

5. Minutes of the Parish Council meeting held on 11th April 2024 to be approved.

5.1 The minutes were circulated prior to the meeting, they were PROPOSED by Cllr Williamson as accurate and correct, SECONDED by Cllr High and AGREED by all.

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

- It was noted that the new toilet signage is now in place at Picnic Fayre and Town Yard.

7. Guest Speaker – Landowner (and planning consultant) to give an update on the proposed development at Woodcock Yard.

7.1 The Speaker contacted the Clerk prior to the meeting and asked for the item to be deferred to June's meeting. Cllrs AGREED to add the item onto next months agenda.

8. Reports

8.1 Receive and Discuss Reports.

- Police Report – PC Graham Gower-Smith has nothing to report.
- County Cllr Report – The report can be seen at Appendix A. Clerk to ask for an update on the NCC cycling and walking infrastructure plan. **GH**
- District Report – See Appendix B.
- Allotments – It was noted that some additional plots have been let and there is interest in letting future plots.
- Harbour Report – None received.
- Village Hall Report – Equipment for teenagers/adults (such as basketball) is being looked at by the committee.

Public Participation

- *It was noted that the drain on Church Lane is still blocked. Clerk to chase Highways. **GH***

9. Planning

9.1 The April Planning Report, namely PF/24/0747 Cookes Marsh was circulated prior to the meeting. It was AGREED to add additional comments relating to the roof lights already in situ which already gives light spill. The report was PROPOSED by Cllr High and SECONDED by Cllr Allen and AGREED by all. Cllrs asked for an update on the remediated works which were due to take place on

site. Clerk to chase. It was noted that the Parish Council are still awaiting the outcome of the rendering application GH

9.2 Clerk stated that no further planning applications have been received since the agenda was published.

10. Finance

10.1 The payments, receipts, and bank reconciliation (Appendix C) for the month of April were circulated prior to the meeting. Receipts of £7905.09 and Payments of £1733.29, were PROPOSED by Cllr Deane and SECONDED by Cllr Holliday and AGREED to by all.

10.2 The Clerk read aloud the Internal Audit Report, the Parish Council has received a clear audit with ticks in all the boxes under the column yes. A copy will be placed on the Parish Council website and noticeboard. GH

10.3 Section 1 of the AGAR statement was read aloud by the Clerk. The statement was PROPOSED by Cllr Williamson and SECONDED by Cllr Holliday and AGREED by all. Clerk to put a copy on the parish council website and noticeboard. GH

10.4 Section 2 of the AGAR Statement was read aloud by the Clerk. It was PROPOSED by Cllr Allen and SECONDED by Cllr High and AGREED by all. Clerk to put a copy on the parish council website and noticeboard. GH

10.5 The Notice of Public Rights was shared with Cllrs, a copy will be placed on the parish noticeboard and on the website.

10.6 It was AGREED that the Clerk will undertake a review of the Asset Register.

10.7 A quote from NALC for payroll services was presented to the Council, Cllr Baker PROPOSED that the parish council switch payroll services to NALC at the more competitive rate, this was SECONDED by Cllr High and AGREED by all. Clerk to arrange the transfer. GH

10.8 It was AGREED to use the funds of £359 to purchase a bench in memory of Ruby Johnson. Cllr Holman to agree the location of the new bench with Ruby's family. JH/GH

10.9 A discussion took place on installing a bin on the Quay, it was AGREED to keep an eye on the area over the summer months to see if a bin is required. ALL

10.10 It was AGREED that the Clerk will arrange a meeting on the Fairstead with the Environmental Contracts Officer from NNDC to discuss the location of the bins. GH

10.10 It was noted that Cley Parish Council have £960 of funding left for a Heritage Walk Interpretation Board. Clerk to seek further quotes to try and get a board with the budget available. GH

10.12 Thanks were extended to Cllr Holman for the new community café boards.

11. General Power of Competence (GPC)

11.1 Cllr Allen PROPOSED to adopt GPC for the financial year 2024/25. This was SECONDED by Cllr Williamson and AGREED by all.

12. Correspondence

12.1 Anglian Water – continued trucking was noted. Clerk to ask Anglian Water to attend the next Parish Council meeting. GH

12.2 Fence obstruction Coast Path – the matter has been dealt with by the Trails Team and the fence secured.

12.3 Two potholes on the Beach Road have been reported to NCC Highways.

12.4 It was noted that there are new requirements to register all birds by 1st October, this will apply to all tenants keeping chickens. Clerk to inform tenants. GH

12.5 Coast Road Accident – the village gate outside the NWT building was damaged in a recent road traffic accident, they have been replaced, it was noted that new signage was still needed. Clerk to ask Highways for an update. GH

12.7 It was noted that there is a large puddle at the bottom of the Public Footpath adjacent to the Customs house. Clerk to report to NCC. GH

12.8 Vintage Tractor Rally – It was AGREED by all to grant permission to park up to 30 tractors on the green. Cllr Allen's number will be shared with the organiser in case of inclement weather. GH

12.9 It was noted that the Mobile Library has changed its timetable. An updated timetable will be available on the parish website and on Facebook. GH

13. Newgate Green

13.1 Several Cllrs met with highways to discuss a new specification for the works at Newgate Green. A subbase with a MOT Type 1 topped with granite dust was discussed with edging. A vote took place with 4 Cllrs voting for the hardcore surfacing and 2 objecting, the motion was carried. Clerk to get a price and schedule the work. It was noted that the more earth moved to form bunding the better. GH

13.2 A discussion took place on restricting parking on Newgate Green. Clerk to share the highway boundary map with Cllrs and to research bollards. Item to be added onto next month's agenda. GH

14. Footpath Clearance

14.1 The works needed for Post Office Loke were discussed. It was AGREED that the Loke would be trimmed at the end of the season and that a Working Party in the Autumn should be held. It was AGREED the working party should also expose the cobbles. In the meantime, the Hollyhocks will need to be tied up. RA/RW/VH

14.2 It was AGREED that Cllr Williamson and Cllr Allen will work together to clear vegetation adjacent to the old sea wall along the Coast Path.

15. Cley Neighbourhood Plan

15.1 The Clerk gave an update on the Cley Neighbourhood Plan. The policies are being revised in consultation with NNDC and then a public consultation will be held. Clerk to look at further funding. GH

16. Items to be included on the Next Agenda

16.1 Anglian water, Woodcock Yard proposal, Policies for reviewing (Financial Regulations), Cookes Marsh. Asset register, Lokes Policy.

17. Time and Date of Next Meeting; Thursday 13th June 6.30pm in Cley Village Hall.

The meeting ended at 19.22

Appendix A – NCC Report

Economy-boosting Local Enterprise Partnership to continue under county councils

Business support and other economy-boosting services delivered by New Anglia Local Enterprise Partnership (LEP) are to continue following its integration into Norfolk and Suffolk County Councils.

Key functions and employees of the LEP transferred to the authorities on 1 April 2024 as part of the Government's devolution process. Its functions include business representation, strategic economic planning, and responsibility for the delivery of government programmes.

NCC have valued working with the New Anglia LEP to boost Norfolk's economy, infrastructure and skills. Thousands of businesses have benefited from the LEP's support, and we will ensure that we keep the momentum going when LEP staff and functions transfer to us.

The addition of skills and capabilities from the LEP team will strengthen the council's ability to deliver its enhanced role as the Government's designated lead body for economic development.

Business support will continue to be provided by New Anglia Growth Hub – which delivers the LEP's business growth programme, including the administration of grant schemes.

The Growth Hub has supported businesses and the region's economy, with the economic impact of its Business Growth Programme measured over a 10-year period at £1,032,797,741, creating new jobs and safeguarding existing employment.

NCC are pleased that the vital and high value business support delivered by New Anglia Growth Hub continues in Norfolk and Suffolk. Our advisers are qualified professionals who have local knowledge and decades of own business experience. The thousands of owners and managers we have supported with operations, growth, HR, marketing, net zero transition and resilience have benefitted immediately.

Running your own business is often challenging and busy, so you can count on New Anglia Growth Hub as your first point of call for advice, growth and support. Major construction and infrastructure projects across Norfolk have received significant funding thanks to the LEP's Growth Deal with Government, which secured £223.5m for the region to 2021. These include the recently opened Herring Bridge in Great Yarmouth, the Digi-Tech Factory at City College Norwich, and Productivity East, the centre for engineering, technology and management at the University of East Anglia.

Great Yarmouth's Operations & Maintenance Campus for the offshore industry, and the North Walsham Town Centre improvements were among the shovel-ready schemes for which the LEP secured £32.1m from the Government's Getting Building Fund.

The LEP's work can also be seen in the projects supported via its Growing Places Fund, such as Broadland Food Innovation Centre at the Food Enterprise Park at Honingham, and the power upgrade for businesses at Snetterton Park in west Norfolk.

Both councils have worked closely in the run-up to the transition and are keen to build on the LEP's 13-year legacy.

Established by the government in 2011, New Anglia LEP has:

- Attracted around £350m in Government funding to Norfolk and Suffolk, attracting a further £1.3bn in public and private sector funds.
- Awarded over 1,800 grants totalling £51.4m to businesses and organisations in the region.
- Invested £4.172m in high growth businesses through its angel co-fund New Anglia Capital.
- Supported over 13,000 businesses and delivered nearly 74,000 hours of support via New Anglia Growth Hub.
- Added £1bn to the local economy over 10 years through its Business Growth Programme.
- Supported the delivery of 5,476 jobs and 222 businesses via its Enterprise

Norfolk County Council awarded foster friendly employer status

Norfolk County Council has recently secured Foster Friendly Employer accreditation by the Fostering Network, which helps organisations to actively support fostering, and in particular, foster carer employees. The Council has implemented a policy to make a real difference to their employees who foster, and to support others in becoming approved foster carers themselves.

Foster carers make an enormous contribution to our ambition for every child and young person in Norfolk to flourish, providing safe and nurturing family homes for vulnerable youngsters who have had the most difficult start in life.

It's an incredible job and we are always looking to recruit more foster carers. Find out more about becoming a foster carer in Norfolk at WWW.Norfolk.gov.uk

Next stage of Norfolk's ambitious climate plan revealed

Actions to support low carbon transport, climate adaptation, and decarbonisation of local business and industry was discussed by councillors at last months meeting of the Infrastructure and Development Select Committee.

The actions cover a range of initiatives, including:

- A pilot to develop a sustainable and viable seaweed industry in Norfolk - the project will work with partners in the Netherlands, already implementing sea farms
- Supporting the development of nature-based solutions to help secure Norfolk's long term water resilience
- Further walking and cycling improvements in places including King's Lynn, Norwich, Great Yarmouth, and Dereham

In June 2023, Norfolk County Council launched its climate strategy setting out how the council will address its own carbon footprint and its role in supporting Norfolk's transition to become a greener and more resilient county. In October 2023 the first set of actions to achieve the aims of the strategy were agreed - and committee members will now be reviewing the third set of practical actions set to help make the low carbon vision a reality.

Appendix B – NNDC Report

District Cllrs Report May 2024

From NNDC

Planning

Biodiversity net gain of 10% applies to certain small scale sites from April 2024. More details are available on the NNDC Planning webpage.

Benefits

The Household Support Fund has been extended to September 2024. This helps the most vulnerable households with the cost of essentials. NNDC operates an emergency support fund for help with grocery costs.

There is a handy online checker on the Benefits page on NNDC's website so you can find out yourself if you are receiving all the benefits you should. Attendance allowance seems to be the most commonly missed out on, with pension credit coming second.

The Financial Inclusion team has achieved over £1.2 million in increased benefits to residents. We estimate there are a further £4 million in unclaimed benefits we could help residents claim.

Over £100k has been allocated in Discretionary Housing Payments to support tenancy issues, homelessness prevention and to support people to stay within the community.

Housing

A new Housing Allocations Policy will be going out for consultation shortly. This will make the allocation of social housing fairer and hopefully simpler, but you will be able to give us your views.

As of 31st March, there were 53 households in emergency accommodation, down 21% from previous year. 89% of those houses went to those with an urgent housing need. The number of homes let was down 20% at 258.

The Task and Finish Group on finding solutions to reduce homelessness in North Norfolk will be reporting its findings June. We've had stimulating discussions with various organisations from the Eastern Landlords Association to Emmaus.

Finance

A new Economic Growth Strategy has been adopted.

Long term empty homes will now pay a 100-300% council tax premium. NNDC offers a wide range of assistance to bring long term empty properties back into use. Please contact ctax@north-norfolk.gov.uk for more details.

Leisure

Six beaches in North Norfolk have been awarded Blue Flag or Seaside Award status: Sheringham, Cromer, West Runton, East Runton, Mundesley and Sea Palling.

Environmental Services

The new waste rounds which started April 8th seem to have gone quite well so far. You can contact Serco on 03301099220 or norfolkwaste@serco.com, or get in touch with me with problems.'

Other news

Blakeney Surgery

The decision to close Blakeney Surgery was made on May 7th. It is proposed the surgery works with the community to provide a solution to the cessation of the medicines collection service. Sadly no attention has been paid to the cessation of the face-to-face appointments at Blakeney which is what really upsets residents. We have written to the Secretary of State for Health to ask for her intervention against the closure.

Digital switchover

I am meeting with BT/EE and our MP to talk about mobile coverage in hard-to-get villages in the hope we can reduce mobile 'not spots'.

Broadband connectivity

I have been in touch with Openreach to ascertain what their plans are for full fibre roll out to the villages which are not connected. Mostly it seems the fibre is still to the cabinet (FTTC) rather than the premise (FTTP) so speeds are about 80mbs. Plans vary from exchange as to when they will be upgraded to FTTP. Get in touch if you would like more information.

Appendix C – Bank Reconciliation

Cley Parish Council

3 May 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 30/04/2024

Cash in Hand 01/04/2024 13,972.63

ADD

Receipts 01/04/2024 - 30/04/2024 7,905.09

21,877.72

SUBTRACT

Payments 01/04/2024 - 30/04/2024 769.69

A Cash in Hand 30/04/2024 21,108.03

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 30/04/2024 0.00

Community Account 1 30/04/2024 7,617.75

Business Premium Account 30/04/2024 5,195.15

Community Account 2 30/04/2024 8,295.13

21,108.03

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 21,108.03

21,108.03

A = B Checks out OK