

# CLEY PARISH COUNCIL

**Minutes of the Cley Parish Council Meeting held on Thursday 14th October  
2021**

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

**Attending:** Cllr Holliday (Chairman and NNDC District Cllr), Cllr Allen (Vice-Chair), Cllr Baker, Cllr Holman, Cllr High and Parish Clerk Gemma Harrison.

There were 7 members of the public present.

County Cllr Eric Vardy was present.

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

1.1 Cllr Williamson and Cllr Meadows gave their apologies. All 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 Holliday declared an interest in the planning application for Middle House and requested dispensation by Cllrs, this was APPROVED by all Cllrs present.

## **3. Minutes of the Parish Council meeting held on Thursday 9<sup>th</sup> September to be approved.**

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

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

- Newgate Green – There is still no date for the proposed works. Clerk will continue to chase. GH
- EV Charging – The Clerk has submitted additional information for two funding applications for the installation of EV charging in the Village Hall car park. The outcome will be given at next months meeting.

## **5. Receive and Discuss Reports**

5.1 Police Report – PC Pegden was not on shift and sent his apologies in advance of the meeting, there has been 7 calls to the police and no crime reported in the last month.

5.2 Eric Vardy gave his County Cllr Report which was also circulated prior to the meeting and can be seen in Appendix A.

5.3 District Cllr Victoria Holliday gave her report. Social prescribing is now live which is a great resource for those that are lonely or in need of support. NNDC won an award for their delivery of business grants. NNDC are developing a carbon action plan. There have been problems with waste collection from Serco which has now hopefully been sorted. Planning performance is below target for minor applications; a new Director of Planning Martin Fulcher has been appointed. Cllr Holliday has been talking to CCG with regards saving the rapid response vehicle in North Walsham. The 111 First campaign was helpful, and a new winter campaign is due to be launched shortly.

5.4 Allotments – Report clerk to circulate after the meeting. Invoices have all be sent for the allotment rents and chaser letters are due to be sent to those that have not paid. The taps will be shut off and insulated at the end of month, Clerk is looking into grant funding for new hedges. A huge thank you to Cllr Holman, Cllr Williamson and Cllr Allen for their continued work at the allotments. **GH**

5.5 Harbour Report – Harbour Day was unfortunately cancelled. A Working party with 40 volunteers went ahead and was a huge success. The committee are looking to apply for grant funding to aid the process of the works which have been given recent EA consent. Cley advent windows will be going ahead as usual this year.

5.6 Village Hall Report – First meeting of the executives of the Village Hall will take place next week. The Village Hall Chairman will give a full report at the next Parish Council meeting.

### ***Public Participation***

- A member of the public asked about the planning application for Cooks Marsh and why EA are not involved with the planning process. Cllrs explained as it is for operational development and not change of use and therefore EA are not statutory consultees.
- A member of the public asked to talk about traffic management later in the meeting, this request was granted.
- A member of the public asked about cutting of the allotments near to their plot and Cllr Holman confirmed this would be looked at in the coming weeks.

## **6. Planning**

6.1 To discuss any planning applications received.

- PF/21/2188 Land at Cooks Marsh, Holt Road, Cley  
Clerk to write to EA and update them on the above application. Cllrs felt the proposal was unattractive and will be seen from the bottom of Blakeney Hill and from Wiveton. The impact on the landscape is considerable and doesn't

comply with a number of policies such as Cley conservation area, ANOB polices etc. Cllrs raised concerns that the proposal doesn't fit with heritage conservation policies. The proposal has little economic benefit to the parish and will have an adverse effect through light pollution. All Cllrs raised strong concerns about the potential for loss of life. All Cllrs voted to strongly OBJECT to the proposals. Cllrs asked to raise their concerns with the New Planning Director and the MP. **VH/GH**

- PF/21/2342 Middle House, Holt Road, Cley. Cllrs OBJECTED to the above proposal on grounds of overdevelopment, many Cllrs were concerned about the number of trees being removed. Clerk to check whether TPO's exist on any of the trees. **GH**
- PF/21/2401 Clare Cottage, Hilltop, Cley - No objections.
- Clerk to ask for a site visit for the Old Rectory.

The above planning comments were PROPOSED by Cllr Holliday and SECONDED BY Cllr Allen and AGREED by all.

(Cllr Vardy left the meeting at 19.08)

6.2 Cllr Holiday updated everyone on Arcady, the planners have been sent 3 new sets of plans which are variations of the plans we have previously seen. There is a variation of condition appeal, which seeks to replace the original drawing which was inaccurate with the drawing of what has been built and this is due to be consulted on shortly.

## **7. Armed Forces Covenant**

7.1 Deferred to the next meeting.

## **8. Traffic Management Plan**

8.1 Clerk read aloud the Draft Highway minutes from the meeting which occurred earlier in the week with Steve White.

8.2 A member of the public believes all lines should be removed, rather than more installed. An example was given regarding the wall at George corner being knocked down and it was felt that people use it as a sight line and drive closer to the wall. Concerns were raised that yellow lines would do the same.

8.2 The Clerk confirmed that village gates and the Sam2 have been ordered, it was suggested that the sam2 and minuteman should be used in the centre of the village to monitor speeding.

8.3 A member of the public raised concerns over the use of double yellow lines, and asked Cllrs to consider seasonal single yellow lines which are seasonal rather than permanent

double yellow lines. The member of the public raised a question about the consultation and Cllr Holliday stated that there has been a wide consultation with discussion taking place via zoom and at Parish Council meetings. Cllr Holliday PROPOSED that CPC approach Highways to do a project brief for yellow lines which also looks at seasonal single yellow lines, this was SECONDED by Cllr Allen and AGREED by all. GH

8.4 It was AGREED that the Clerk approach the Police and request a Minuteman is installed ASAP to monitor speeds through the centre of the village. GH

8.5 The Clerk confirmed that the second SAM2 is due in the next couple of weeks.

### **9. Temporary Event Notices (TENS)**

9.1 CPC has approached NNDC to find out what can be done about noise pollution at Barn Drift and Wiveton. TENS are not usually consulted on but considered by a NNDC internal committee, as no complaints have been received these licenses are often granted successfully. However, officers have now been made aware of recent noise pollution complaints and as such have agreed to consider imposing earlier finishing times on future TENS licenses. The Licensing Team will keep CPC informed on future applications so Cllrs are aware but it was noted that they have no right to appeal/ right to consultation.

### **10. The Queens Jubilee**

10.1 Cllr Holliday to check with what the Church may be doing over the Jubilee weekend. VH

10.2 Cllr High, Cllr Allen and Clerk to form a Working Party to organise the Jubilee weekend. Norfolk ALC are offering a free webinar on the Jubilee, Clerk to attend. GH

10.3 Clerk to have a look at whether there will be a Jubilee flag. GH

### **11. Finance**

11.1 Cllr Holliday PROPOSED payments of £2942.53 of payments these were SECONDED by Cllr Holman and AGREED by all. It was noted that the £228 Land Registry costs should be passed to the Village Hall Committee. GH

11.2 The bank reconciliation (which can be seen at Appendix B) was circulated prior to the meeting and AGREED by all.

11.3 The half year budget figures were circulated prior to the meeting and AGREED by all.

11.4 Cllrs thanked Cllr Baker for collecting Cley Loo donations and it was AGREED that Cllr Holman collect the Cley Loo collection pot from the Smoke House.

## **12. Correspondence**

12.1 A telegraph pole has been erected on the footpath at Taylors Loke. CPC are aware and have reported to NNDC Planning Department and NCC Highways.

12.2 CPC have received a generous donation of a bench on the hedge side of the land at Old Woman's Lane. The bench will not be in the highway. The bench will be installed in memory of the helicopter crash. It was AGREED once installed to add the bench to CPC's Insurance. Cllr High to organise the installation of the bench. **RH**

12.3 The new Head of planning is keen to look into Article 4 directions for heritage and conservation. Clerk to put together a plan and send back what we have done already. It would be helpful to let Martyn know how much has been lost in recent years. **GH**

12.4 Cley is now fully cabled up for High speed Broadband.

## **13. Hilltop**

13.1 Deferred to next meeting.

## **14. Items to be included on the Next Agenda**

14.1 Hilltop, Jubilee, Budget, Cooks Marsh, Arcady, Loo on the Beach, Tankering movements (Clerk to ask for an update). Clerk to confirm attendance by Cllr Holman, Cllr High, Cllr Allen for the tour of the sewage works on 4<sup>th</sup> November at 1pm. **GH**

14.2 Clerk to ask whether it is possible for Highways to include works to build up Newgate Green to restrict parking on the corner when undertaking the repair works programmed for the Green. Clerk to confirm details with Cllr Allen. **GH / RA**

**15. Time and Date of Next Meeting; Thursday 11<sup>th</sup> November 2021 in Cley Village Hall.**

**Meeting ended at 19.56**

## APPENDIX A

### NCC Report

How to get fire safety advice.

The county's fire service has suspended their frontline firefighters from providing home fire safety visits to keep vulnerable people safe and allow firefighters to respond to emergency calls. They will however continue where absolutely necessary and there's a high risk of fire.

For any other home fire safety advice or guidance safety officers are available to give advice over the phone on 0800 9178137 or email

[hq@fire.norfolk.gov.uk](mailto:hq@fire.norfolk.gov.uk)

There's also a useful information video on YouTube... Stop the clock-make

### ROAD SAFETY COMMUNITY FUND (FORWARD NOTICE... FOR FUTURE DISCUSSION)

Norfolk County Council approved the launch of a new £1m Road Safety Community Fund (RSCF), which aims to deliver 100 new safety schemes in local communities over the next four years. These community-focused schemes are of small scale (up to £10,000) and will provide an avenue for Members to apply for funding to deliver highway improvements such as speed limit changes and other signing and lining additions or alterations. Please note that this is in addition to the Local Member Fund, which was recently increased to £10,000 per year, and the successful Parish Partnership scheme.

Applications for the Road Safety Community Fund will mirror the Parish Partnership Scheme process, whereby requests will be collated and prioritised based on the Local Transport Plan with a focus on casualty reduction. Like the Parish Partnership fund, your local Highways team will also be able to provide advice. Details of successful applications will be reported as part of the annual Highways Capital Programme report which is considered by Cabinet each spring.

In order to deliver the 20 to 30 schemes per year as efficiently as possible, the Road Safety Community Fund will be delivered in geographical areas as detailed below:

- Year 1 – King's Lynn & West Norfolk;
- Year 2 – North Norfolk, Broadland & Gt Yarmouth;
- Year 3 – South Norfolk & Breckland;
- Year 4 – Norwich & other subsequent requests.

A separate email will be sent out to Members in those areas closer to the time, and this will detail the process on how to request schemes for consideration as part of the Road Safety Community.

Cllr Eric Vardy  
Holt Ward  
North Norfolk District Council  
Norfolk County Councillor for Holt Division

## APPENDIX B

## Bank Reconciliation

**Cley Parish Council**

7 October 2021 (2021-2022)

Prepared by:

Approved by: Date:

Date:

*Name and Role (Clerk/RFO etc)**Name and Role (RFO/Chair of Finance etc)*

<b>Bank Reconciliation at 07/10/2021</b>		
Cash in Hand 01/04/2021		
<b>ADD</b>		
Receipts 01/04/2021 - 07/10/2021	11,353.41	<b>A</b>
<b>SUBTRACT</b>	22,818.46	
Payments 01/04/2021 - 07/10/2021		
<b>Cash in Hand 07/10/2021</b> (per Cash Book)		
34,171.87		
11,863.84		
<b>22,308.03</b>		
Cash in hand per Bank Statements	0.00	
Less unrepresented payments	5,030.92	<b>B</b>
Plus unrepresented receipts	5,121.90	
<b>Adjusted Bank Balance</b>	12,211.46	
<b>22,364.28</b>		
120.00		
<b>22,308.03</b>		
63.75		
22,244.28		
<b>A = B Checks out OK</b>		

Petty Cash 31/08/2021 Community Account 2 07/10/2021 Business Premium Account 07/10/2021 Community Account 1 07/10/2021