

Minutes of the Cley Parish Council Meeting
held on Thursday 14th July 2022
at 6.30 p.m. at Cley Village Hall

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

There were 6 members of the public present.

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

- 1.1 Cllr Holliday welcomed everyone to the meeting and stated that the meeting was being recorded.
- 1.2 The Parish Clerk was clerking remotely due to being unwell, Cllr Judith Holman (Illness) and Cllr Meadows (prior family commitment) gave their apologies. All apologies were accepted.
- 1.3 It was noted that County Cllr Eric Vardy has also given his apologies as he is attending another Parish Council meeting this evening.

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

- 2.1 Cllr High and Cllr Williamson declared an interest in Newgate Green and Cllr Baker stated he was a member of the Harbour Committee.

3. Minutes of the Parish Council meeting held on Thursday 9th June 2022 to be approved.

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

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

- The blue Lord Lieutenant Plaque – Cllr Allen confirmed that the plaque would be in place by 25th July, permission has been received to erect the plaque in the Garden of Rest. It was noted that cement should not be used.

5. Police Report

- 5.1 A local police officer attended the meeting and shared crime data from 1st June through to 13th July, 42 days in total. The report stated that there has been 2 road traffic collisions on the A149, both with non-injury, 9th June obstructive parking on the

High Street was reported , this is an ongoing issue in Cley. On 5th July officers were in Cley looking for a missing person who has since be located. 3 suspicious males were also reported and spoken to by Police, no crimes disclosed, and they were sent on their way. Two domestic instances have also been reported in the last 42 days.

5.2 Cllr Holliday asked for feedback on the thefts previously reported in May as the Police were following up a potential lead.

5.3 Cllr High stated cars were parked on Newgate parking close to the junction reducing visibility. Local Police Officer agreed to look and see if there was anything he could do to help.

5.4 A member of the public also asked for the thefts to be investigated so information can be distributed to members of the public who were concerned about the thefts.

5.5 Cllr Holliday thanked the Local Police Officer for coming to the meeting.

6 Guest Speaker: Richard Sear Toad Migration

6.1 Richard Sear spoke to the council about toad migration in Cley and Blakeney and encouraged locals to set up a local volunteer group to help protect the toads.

6.2 Dozens and dozens of deaths of toads were reported in Edgefield, the Parish Council now have 20 volunteers (during the migration at the end of February and end of March) come out in shifts and safely lift the amphibians to safety.

6.3 Hi-Viz jackets, torches and a bucket are used to capture the toads before they reach the road. In Salthouse and Edgefield toads are captured on the road verges before they reach the road. Key time is dusk, it is also weather dependent.

6.4 The Parish Council insurance can cover a group of volunteers. Clerk to find out from Highways the costs of the toad signs and put together a marketing plan on how to recruit volunteers. The social media group Next Door has previously been successful in generating interest. It was thought 10 plus volunteers would be needed. Clerk to approach NWT to see if they would be willing to approach their volunteers to work under the Parish Council insurance. GH

6.5 Cllr Holliday thanked Richard Sear for attending the meeting.

7. Receive and Discuss Reports

- County Cllr Report – Eric sent his apologies. Report was circulated prior to the meeting and can be seen at Appendix A.

- District Cllr Report – Cllr Holliday gave her District Report. There will be a community connector in each District Town to signpost people to available services and looking for gaps and to see how they can be filled. Lots of money for Hardship and Support. It was suggested that the NNDC Energy officer should come along to a CPC meeting and discuss how to make our houses more energy efficient. Clerk to invite the NNDC officer to attend the September meeting. **GH**
- Allotments - £11 has been collected from the allotment stall in the last month. A discussion took place on whether it was a good idea to have a communal compost pile. It was AGREED to discuss further at the next allotment meeting. Non- allotment rubbish from Loke clearing etc. will need to be disposed off carefully with some residual waste which may require burning. Any bonfires to be carried out annually under the strict guidance of the Parish Council. Cllr Holliday asked Cllr Williamson to check the cordon around the asbestos is still in place. **RW**
- Clerk to send email regarding the allotment social on Saturday 13th August and create a poster 7pm -9pm and encourage tenants to bring their own food. **GH**
- Harbour Report – Circulated via email. Harbour Day was noted on 10th August.
- Village Hall Report – Circulated via email. Will attended the meeting and stated that the revenue from the car parking donation box can be used to top up the bills for the Curloo if needed. Cllr Holliday thanked Will for this kind offer.

Public Participation

- *It was AGREED that the roots of the ivy growing on the flint walls on some of the Lokes should be cut in order to save the walls from any damage. Cllr Allen to organise. **RA***
- *Road sign missing – arm (to Cley) broken off on triangle. Handrails on the steps on the Coast Footpath was reported to not have been done, Clerk to ask for an update from Highways. Clerk to arrange a meeting with Trails/ Row team with Richard to discuss Coast Path. **GH***
- *The Hangs. A question was asked about if you are able to turn right to the Coast Road and it was confirmed that this is now officially Public Footpath. It was reported that the gate is sometimes locked and route overgrown. Clerk to update highways and ask for the routes to be waymarked. Clerk to put map on the website and facebook. **GH***

8. Planning

8.1 To discuss any planning applications received.

- PF/22/1535 Bean Cottage – Clerk to ask extension, arrange a site visit with a Zoom meeting to discuss the Cllrs views to follow. GH
- PF/22/1560 Hammer Hill Bridgefoot Lane – Cllrs discussed the planning application, and it was AGREED on a majority vote to take a neutral stance. It was stated that the porch was not in character with local area and an amendment to the proposal would be welcomed by Cllrs. GH
- PF/22/1488 Middle House - Deferred to next meeting. Clerk to update NNDC and ask for an extension. GH

8.2 To receive any applications or planning updates since the agenda was published.

- Arcady – There are three appeals (conjoined) to be heard at the beginning of next year, date to be confirmed.

8.3 It was AGREED that CPC should have a policy for domestic renewable energy. The policy will focus on solar panels and air source heat pumps, suggestions such as location and noise to be considered. Cllr Holliday will draft the policy and circulate for comments. VH

9. Finance

9.1 The payments, receipts and bank reconciliation for the month of June was circulated prior to the meeting. The payments of £1281 were PROPOSED by Cllr Allen and SECONDED by Cllr High and AGREED by all. The Bank Reconciliation can be seen at Appendix B. Clerk to make payments. GH

9.2 It was AGREED to carry out an asbestos survey prior to the contractor removing the asbestos to identify all locations. Clerk to purchase an asbestos bin. Cllr Holliday PROPOSED the asbestos quote received by Asbestos ID (£2935), it was AGREED to include a £500 float just in case additional asbestos was found in the full site survey. The proposal was SECONDED by Cllr Allen. Clerk to instruct the contractor and arrange for the site survey to take place ASAP. GH

9.3 A quote has been received to install an additional tap on the allotments for just over £500. It was AGREED to fundraise for the project with the aim of getting to £500. It was AGREED that the Clerk should get another quote for comparison. A £50 donation has been promised by an existing allotment holder towards the works. GH

10. Swimming Posts

10.1 Clerk to ask NNDC whether the swimming posts could be extended (25 metres either side) to allow more room for swimming. GH

11. Neighbourhood Plan

11.1 The item was deferred to September's meeting.

12. Correspondence

12.1 Cutting of grass and wildflowers on the dykes leading to the beach. EA have been cutting down the alexanders which are invasive as part of their management programme. Clerk to respond to member of the public. GH

12.2 Barclays Bank Closure on 9th December. Clerk to find out if CPC can pay in at the Post Office. GH

12.3 Thank you received from Norfolk Community Fund for Ukrainian money donated, (£626.80).

12.4 Support with Living Costs. PC can apply for £50 per household. Clerk to put details on the website and include information on the North Norfolk support hub on website. A separate page to dedicate to hardship support will be created. GH

12.5 Parish Partnership Grant Bid now open – Newgate Green refurbishment Part 2 was considered.

12.6 Norfolk Coast Partnership workshops, clerk to put on social media and website. GH

12.7 Barn Drift (Noise) - 4 complaints received regarding noise from Barn Drift. Clerk to provide a link to the environmental health reporting form the CPC website. GH

12.8 Human faeces in Valley House Field Gate – It was AGREED to report to the police. GH

12.9 Recycling costs have increased, clerk to look at other contractors to compare costs. GH

12.10 Toilet on the beach – it was noted that this was going back to planning at NNDC to get temporary planning permission in place to get a toilet on the beach.

13. The Hangs

13.1. Cllr Holliday asked to register huge thanks to Vic Cocker, Alan Kind and everyone who gave evidence at the Public Inquiry on behalf of CPC. The Hangs orders have now been confirmed by the Secretary of State.

14. Cley Signage

14.1 Cllr Allen suggested signage was needed from the path on the sea wall to direct visitors to the shops in Cley and to the village of Blakeney. The boardwalk requires waymarking. Destination signposting was discussed in the Parish, suggestions including directional signs to local Shops and businesses. Clerk to ask Highways about using parish partnership funding for destination signposting. **GH**

14.2 Signage down Taylors Loke to direct people to the Car Park was also discussed. Clerk to find out costs and report back to CPC. **GH**

15. Newgate Green

15.1 A meeting was held to look into what can be done to tidy up the small triangle in front of the church. It was AGREED to bank up the sides of the triangle, with 4 easily accessible car parking spaces made from geo grid and grass. A sign would be erected to state parking for Cley Church. The bunding could take place by Cllrs. Clerk to purchase the sign and arrange installation. **GH**

15.2 It was AGREED that a Parish Partnership bid should be applied for with 4 car parking spaces on geo grid. Clerk to get quotes from NCC. Cllr Allen to supply measurements to the Clerk. **GH / RA**

16. Items to be included on the Next Agenda

16.1 Toilet on the beach, electric car parking spaces, Hilltop working party, Neighbourhood Plan, Campervan overnight parking restrictions at beach, electric vehicle charging points.

17. Time and Date of Next Meeting; 6.30pm Thursday 8th September 2022 in Cley Village Hall.

Meeting ended 8.15pm

Appendix A – County Cllr Eric Vardy Report for July 15, 2022

DELIVERING LOCAL HIGHWAY IMPROVEMENTS

Delivering local highway improvements in with Town and Parish Councils

This is to inform you that due to the success of working in partnership with Parish/Town Councils for the last nine years the Parish Partnership Scheme Initiative will again be repeated in the financial year 2023/24. Further supporting information, including possible funding sources for your share of the bid, is available on our website.

The County Council has provisionally allocated £350,000 on a 50/50 basis (There is an upper limit on Norfolk County Council funding support of £25,000 per bid) to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities. We are particularly keen to encourage and support first-time bids.

This report provides more information on the process, invites you to submit bids, and explains how the County Council can support you in developing your ideas. The closing date will be the 09 December 2022. Please contact your local Highway Engineer based at the local Area Office for agreement and any advice in developing your ideas, especially around the practicalities and cost estimates.

Once all bids have been received, we will assess them and inform you of our decision in March 2023 following approval by the Norfolk County Council Cabinet.

To encourage bids from Town and Parish Councils with annual incomes (precepts plus any another income) below £2,000, we are offering the following support;

- 75% County Council contribution
- £5,000 maximum bid value

What sort of schemes would be acceptable?

- Small lengths of formal footway
- Trods (a simplified and low-cost footway),
- Improved crossing facilities
- Improvements to Public Rights of Way.
- Flashing signs to tackle speeding. We would encourage you to consider Speed Awareness Mobile Signs (SAM2) - which flash up the driver's actual speed rather than fixed signs (VAS) - which flash up the speed limit. The number of VAS in Norfolk has grown, and checks show that speed reduction benefits can be minimal. Whilst we will still consider bids for fixed VAS, we will need to be satisfied that they will be effective in reducing speed. We consider that SAM2 mobile signs, which are moved around on an agreed rota, are better at reducing speed; SAM2 can be jointly purchased with neighbouring Parishes and would be owned and maintained by the Parish/Town Council.
- Part-time 20mph signs with flashing warning lights, outside schools. The County Council generally supports these as they do show a moderate reduction in average speeds during peak times.
- "Keep Clear" carriageway markings outside schools. Applications will be considered for new school keep clear carriageway markings (which must be supported by the local school) however, these will not be enforceable without a Traffic Regulation Order which is outside the scope of the Parish

Partnership Scheme. If you wish to enforce the Order, it would have to be wholly funded by the Parish or the Local Member. (Cllr Vardy)

- New Bus Shelter or Shelter Lighting. A copy of Norfolk County Councils guidance for new bus shelters is available on our web site (click on this link). Any new shelter would be owned and maintained by the Parish/Town Council.
 - Electric Vehicle Charging Points. In the first instance we would expect Parish/Town Councils to investigate available grants, for more information please email evehicles@norfolk.gov.uk
- scheme may be dependent upon NCC securing additional funding from the Norfolk Safety Partnership

Appendix B – Bank Reconciliation

Cley Parish Council

12 July 2022 (2022-2023)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/06/2022		
Cash in Hand 01/04/2022		
ADD		
Receipts 01/04/2022 - 30/06/2022	13,496.78	A
SUBTRACT		
Payments 01/04/2022 - 30/06/2022	10,734.64	
Cash in Hand 30/06/2022 (per Cash Book)		
24,231.42		
9,739.28		
14,492.14		
Cash in hand per Bank Statements	0.00	
Less unrepresented payments	5,183.76	B
Plus unrepresented receipts	5,122.55	
Adjusted Bank Balance	4,982.26	
15,288.57		
796.43		
14,492.14		
14,492.14		
A = B Checks out OK		

Petty Cash 30/06/2022 Community Account 2 30/06/2022 Business Premium Account 30/06/2022 Community Account 1 30/06/2022