

CLEY PARISH COUNCIL

Minutes of the Cley Parish Council Virtual Meeting held on Tuesday 2nd March at 6.30 p.m. via Zoom

Attending: Cllr Holliday (Chairman), Cllr Allen (Vice-Chair), Cllr Meadows, Cllr Williamson, Cllr High, Cllr Holman, Cllr Baker, District Cllr John Toye and Parish Clerk Gemma Harrison.

NNDC officers Phillip Rowson and Mark Ashwell were also present for part of the meeting.

There were 10 members of the public present.

1. Welcome and to consider apologies and reasons for absence

1.1 Cllr Holliday welcomed everybody to the meeting and to accommodate guest speakers adjusted the running order of the Agenda.

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

2.1 Cllr Baker stated that he knew the owners of Droxford and so would be unable to comment on their planning application. This item has been pushed back to next month's meeting to allow Cllrs time to see the comments of other consultees, such as the NNDC Conservation Team.

3. Planning

3.1 PF/21/0163 Violet Cottage was discussed, Cllrs stated that they have no objection provided the following amendments could be made;

- The single story glass roof should be tinted glass to reduce light pollution. Clerk to respond quoting CPRE Dark Skies statement and CPC's adopted Dark Skies Policy.
GH
- The east wall should be flint instead of brick to match the rest of the cottages.
- Visitor parking should be provided off Anterton Hill as parking is restricted and thought and provision needs to be given wherever possible to tackle this ongoing issue.

3.2 PF/21/0151 Rectory Cottage was discussed. Cllrs stated they have no objection, however concerns were raised with regards to light pollution, Clerk to respond with the CPRE Dark Skies statement and CPC's Dark Skies Policy. GH

3.3 PF/21/0406 Droxford – Deferred to next months meeting.

3.4 CL/21/0338 Cley Windmill – No objections were raised; however, Cllrs are concerned about parking issues. Clerk to raise these concerns as part of CPC's planning response. GH

3.5 EF/21/0410 Swan lodge – No objections were raised by Cllrs.

(Cllr Williamson joined the meeting at 18.43)

3.6 Decision Notices were discussed. Paston has been granted planning consent, however the Parish Council's views had not been taken into consideration. The size, light pollution and electric gates were all of concern for Cllrs. NNDC Officer Phillip Rowson commented on Paston and stating that he had noted our concerns and had already been asked to investigate the decision by a local resident.

3.7 The Barn on the Marsh was discussed. Phillip Rowson stated that a decision had been issued with regards the repair on the roof and was keen to direct everyone to the Officer report which can be seen on the NNDC website. Mr Rowson has requested area floor plans from the developer and will proceed based on what evidence is submitted. Mr Rowson did reassure Cllrs that if in the future these allowances under permitted development were breached then it would be looked at again.

3.8 Arcady was also discussed by Cllrs. Mr Rowson stated that the Appeal Hearing has been postponed, however the enforcement notice remains in place. The Appellant has until 26th March to submit a new planning application to meet the terms of the mediation process. A full consultation will be held, and the Parish Council will have the opportunity to submit comments. If the planning application is approved, then there will be a timeline in place for the amendments to be made.

3.9 Cllr Holliday invited questions from members of the public. Questions were asked about the Barn and further information shared regarding what the parameters of the law allowed, and questions were also received on housing density with regards to Paston.

3.10 The Government Planning Consultation on the New Design Code was discussed. Mr Rowson and Mr Ashwell from NNDC both gave a short explanation with regards what the consultation was about and how it would affect North Norfolk. Mr Ashwell commented that the National Code positively pushes the design agenda forward and,

whilst it remains the case the NNDC Design Guide will be more significant for Cley, it goes some way to demonstrate the importance of design. It is hoped that the Design Guide will become a material consideration for planners to consider in the future. **VH**

4. Minutes of the Parish Council meeting held on 2nd February to be approved

4.1 The date for the census needs to be amended in the minutes to 21st March, the amended minutes were PROPOSED by Cllr Meadows and SECONDED by Cllr Holman and AGREED by all. **GH**

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

- Beau Rivage – Clerk to write letter to residents to ask, once again, that bins are kept in gardens where possible. **GH**
- Cley Toilet – The tiles have been deferred until later in the year.
- Electric Charging points – ongoing with prices due imminently.
- Swimming signs – awaiting an update from NNDC.

6. Receive and Discuss Reports

- Police Report - Cllrs requested more detail from the report received. Clerk to go back to the Beat Officer for a further update. **GH**
- District and County Cllr Reports – District Cllr John Toye stated that the elections were coming up in May. NNDC have announced £1 million has been put aside from NNDC's S106 pot to deliver more affordable housing. Council tax has been frozen.
- Allotments - Cllr Holman reported that more allotments have been let, they are looking tidier and all hedges have now been cut. It was agreed to advertise the available allotments on Facebook, the website, The Glaven Valley News to see if there is any further interest.
- Newgate Green – funding is about to be transferred to NCC to allow for them to programme in the improvement works.

7. Town Yard

7.1 Complaints have been received with regards to the bollards on Town Yard. The regulations on whether they need to be replaced with wooden ones or removed altogether

are confusing. Clerk to approach Highways for some advice and ask they inspect the bollards. GH

8. Standing Orders

8.1 The amended Standing Orders were circulated prior to the meeting. Cllr High PROPOSED the amendments, and this was SECONDED BY Cllr Allen and AGREED BY ALL. The new Standing Orders will be available on the Councils website. GH

9. Norfolk Rural Strategy Consultation

9.1 Cllr Holliday's comments to the above consultation were circulated prior to the meeting, Cllr Meadows also provided some feedback. It was AGREED by all to support the comments and Cllr Meadows AGREED to respond to the consultation.

10. Traffic Management

10.1 The costs for printing the consultation were circulated prior to the meeting. Cllr Williamson PROPOSED the spend of £170, this was SECONDED BY Cllr Holliday and AGREED by all. GH

10.2 A discussion took place regarding the installation of new grit bins in the Parish and it was decided no further grit bins were needed at this stage.

11. To discuss correspondence received

11.1 Cllr Holliday reported that Anglian Water had been in touch and confirmed that they were going to try and increase capacity at the Sewage works. The news was welcomed by Cllrs.

12. Financial Matters

12.1 The payments and bank reconciliation were circulated prior to the meeting and can be seen at Appendix A. They were PROPOSED by Cllr Allen and SECONDED by Cllr High and AGREED by all. GH

12.2. The Parish Council's payroll provider will be retiring at the end of the month. A new Payroll Provider MW Bookkeeping are able to take over from 1st April. Costs were circulated prior to the meeting. Cllr Holliday PROPOSED the new supplier, this was SECONDED by Cllr Meadows and AGREED by all. GH

12.3 Cllr Baker PROPOSED Cllr Meadows as the Internal Auditor for the 20/21 accounts.
This was SECONDED by Cllr Williamson and AGREED by all.

13. Fairer Funding Review

13.1 To discuss CPC's response to the Government's Fairer Funding Review. Due to a full Agenda this item was Postponed and will be discussed at next months meeting.

14. To consider a draft letter to Duncan Baker about the letting of properties to a film crew in Blakeney and Cley

14.1 Cllrs fully supported the proposal to write to MP Duncan Baker regarding a film crew staying in Cley during lockdown. Cllrs opted for a stronger worded letter than the one previously circulated and suggested sending a response separate from Blakeney. This was AGREED by all. **VH**

15. Armed Covenant Pledge – To agree the CPC Pledge

15.1 Requesting some support and help with contact details – postpone to next Agenda to allow further research and to get correct wording for any pledge made. **CM**

Public Participation

A member of the public asked about the Traffic consultation and was keen to ensure that it would be impartial, and everybody's views would be considered. Cllrs reassured the resident that this would be the case.

A local resident confirmed that they had cut back their hedge along Town Yard.

Eric Vardy introduced himself as the County Council candidate for the Conservative Party.

16. Items for inclusion on the next agenda

16.1 E.A., Electric Charging Points, Toilet on the beach and Traffic Management.

17. To agree to exclude members of the public under the Public Bodies (Admission to Meetings) Act 2011 to discuss;

17.1 A contractual issue was discussed, and quotes shared with Cllrs. On a PROPOSAL by Cllr Meadows and SECONDED by Cllr High it was AGREED to appoint a contractor to undertake work on behalf of the Parish Council.

18. To note the date of the Next Parish Council meeting on Tuesday 6th April to be held via Zoom.

Meeting ended at 20:15

Appendix A

6th February	89	online		£25.00		Gemma Harrison	Covid 19 Grant - Tesco Voucher
15th February	R37	online	£34.80			Ian F	Allotment Rent
18th January	R38	online	£34.80			Kate E.	Allotment Rent
23rd February	R39	online	£91.00			NNDC	Refund Bins
24th February	90	online		£25.00		Gemma Harrison expenses	Covid 19 Grant - Tesco Voucher
26th February	91	online		£249.78	£4,243.19	Gemma Harrison	Clerk Salary
2nd March	92	online		£64.00		Anglian Chemicals - 120371	Sani Bin Collection Service
2nd March	93	online		£309.80		HMRC	PAYE
2nd March	94	online		£170.00		Chevertons QUOTE TO APPROVE	Printing Traffic Management Plan
2nd March	95	online		£25.98		Gemma Harrison expenses	Clerk Expenses - Condolence Book (£21.99 and Arm Bands (£3.99)
2nd March	96	online		£12.46		Gemma Harrison expenses	Wix Domain 21-22
TOTAL			£22,486.73	£20,960.00			
1st April C/F	£2,109.22						
Receipts	£22,486.73						
Payments	£20,949.33						
Balance of cashbook	£3,646.62						
Plus Payments to be authorised (red)	£596.57						
Bank Balance	£4,243.19						