

**Minutes of the Cley Parish Council Meeting**  
**held on Thursday 13<sup>th</sup> October 2022**  
**at 6.30p.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.

24 Members of public present.

County Cllr Eric Vardy was also present.

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

1.1 Apologies received from Cllr Holman (illness) and Cllr Meadows (family commitment).

1.2 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 High and Cllr Williamson stated they had an interest in Newgate Green.

2.2 Cllr Baker stated he had an interest in the Harbour Committee.

**3. Minutes of the Parish Council meeting held on Thursday 29<sup>th</sup> September 2022 to be approved.**

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

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

- None

**5. County Councillor Report**

5.1 Cllr Eric Vardy gave his County Cllr Report, (which was circulated to Cllrs prior to the meeting). Cllr Vardy stated that NCC have a tree planting initiative, enabling parishes and towns to buy trees for half price.

5.2 NCC are budget setting, efficiency savings are going to be made as the budget is very tight due to the current economic situation.

5.3 A member of the public asked a question about budgets and asked whether budgets would be cut to Parish Councils. Cllr Vardy stated he is unable to speak for the parishes, stating their budgets are small and so it is anticipated to be a struggle.

*Cllr Vardy left the meeting at 18.41*

**6. Guest Speaker: Dulcie Walsh (NNDC Energy Officer) on Warm Home Grants and energy efficiency**

6.1 Dulcie updated the council on the Norfolk Warm Home Grant Scheme. Cost of energy is at the forefront of everyone's minds, residents are encouraged to contact NNDC so they can be pointed in the right direction for the help and support which is available.

6.2 Dulcie can also point residents in the right direction for information on the Norfolk Assistance Scheme.

6.3 Dulcie stated that there are no grants currently available for double glazing, however, further grants will be available next year which may cover a wider spectrum, more details will be shared in due course.

## **7. Receive and Discuss Reports**

- Police Report - None received.
- District Reports – The District Report was circulated prior to the meeting. There will be a Planning Officer on call in NNDC to enable people to drop in for help and advice. There is a revised Glaven Area Conservation Appraisal coming out for consultation. There have been teething problems with the new waste collection, anyone experiencing problems are encouraged to report them to Cllr Holliday. A planning service review is underway with public consultation starting at the beginning of November. Cllr Holliday informed everyone to be wary of scams that are in circulation and encouraged everyone to report any scams to the Police.
- Allotments – report read by the Clerk. It was noted that there are a number of chemicals which were stored in the shed which need to be disposed of. Another skip is needed for the remainder of the shed once the roof has been removed. The cost of £252 was PROPOSED by Cllr Williamson and SECONDED by Cllr Allen and AGREED by all.
- Harbour Report – The Harbour Report and event dates were read out by the Clerk. It was noted that the Harbour Committee have appointed a new secretary, Judith Woods, as Gerald Peplow has stood down.
- Village Hall Report – Will Gee gave the report. Will stated that the AGM took place last month. Working party to be held on 22<sup>nd</sup> October 9am -1pm where they are clearing out the shed and cellar. 11am – 1pm there will be a sale outside the Village Hall. New noticeboard has arrived and will be put up shortly. Heating installed last month, much quieter. Small relaunch of the Village Hall in the New Year. Next big task before Christmas is to replace the fencing.

### ***Public Participation***

*An opportunity for members of the public to ask questions.*

- A resident raised concerns about bin collections. residential bins are not being collected on their designated day. Cllr Holliday asked for the problems to be emailed direct to her so she can help resolve them.
- A Question was asked about whether there was a problem with Campervans on Beach Road. Cllr Holliday responded by stating there are campervans along Beach Road but is a bigger problem in Salthouse but there was concern that the problem may be displaced.
- A question was asked about the revised map of the proposed yellow lines by NCC. This question will be answered under the next item of the agenda.
- A Question was asked about the toilet on beach and whether it would be washed away during flooding. Cllr Holliday updated the local resident that it would not be a permanent structure.

## **8. Traffic Management Cley**

8.1 The Clerk confirmed that the white line at the hump is being re-painted. After the May 2021 consultation with all residents on traffic management CPC submitted a plan to NCC showing where the traffic cones are located. NCC have revised the plan and recommend

that there should be yellow lines on both sides of the road. The revised plan has been placed on the Parish Council website and comments invited from residents. Cllrs don't have the highways expertise to be able to advise on whether the plan is suitable or not and instead are relying on the Highway Officers for their expertise and knowledge.

8.2 High Street and Coast Road residents have asked for a meeting which was agreed. This will be followed by a meeting with Highways. **GH**

8.3 Clerk to ask Highways to send a copy of the missing section of the plan of the High Street so this could be displayed on the website. **GH**

8.4 A resident stated that they believed the context has now changed. Believing a seasonal solution / temporary solution would be more ideal rather than a permanent solution.

## 9. Planning

9.1 To discuss any planning applications received.

- PF/22/1843 West Cottage, New Road, Cley. – deferred November.
- PF/22/1779 Marsh Cottage, Newgate Green – deferred November.
- PF/22/2045 The Gables, Church Lane – A site visit has taken place so Cllrs can better understand the plans. The balcony has been removed. Cllrs voted with 4 Cllrs voting no objections and 1 Cllr voting in support. The motion of no objection was carried forward. **GH**
- PF/22/2068 Larchmount – No objections. **GH**

## 10. Finance

10.1 The payments, receipts, and bank reconciliation for the month of September were circulated prior the meeting. The payments of £4177 and the additional utility payment to the Village Hall of £94.70 were PROPOSED by Cllr Allen and SECONDED by Cllr Holliday and AGREED by all. The bank reconciliation can be seen at Appendix A. **GH**

9.3 A discussion took place on whether to book a Hog Roast for the King's Coronation. It was PROPOSED by Cllr Allen and SECONDED BY Cllr High to book the hog roast and pay the £100 deposit required. A member of the public requested a street party, this was noted. Clerk to arrange an open meeting in November for the Coronation celebrations. **GH**

9.4 The quote for new signs on the allotments and outside the Church were PROPOSED by Cllr Williamson and SECONDED by Cllr Allen. The costs of £144 (allotments) and £35 (church) were also AGREED by all present. **GH**

## 10. Correspondence

10.1 Recycling Credit received from NCC was noted £774

10.2 NARS (Norfolk Accident Rescue Service) – letter received requesting a donation. Cllrs AGREED £50 to NARS and £50 to CAB. **GH**

10.3 Emergency Road Closure. Clerk to write to Grant Tuffs at AWA to request for more notice for closures and to encourage AWA to avoid emergency closures wherever possible. **GH**

10.3 NNDC Engagement Consultation – Any comments to Cllr Holliday who will respond on behalf of CPC. **VH**

10.4 Planning consultation Parish Councils – Clerk to respond on behalf of CPC. No decision notices coming to PC and notices not going up on time are some of the comments the Clerk will incorporate. **GH**

## **11. Location of Bins in the Village**

11.1 Approximately 100 bins have been left outside of residential properties in the village. NNDC do have enforcement powers to have bins in the right place. Cllr Holliday also asked Highways for their advice, and they will write to residents who allow their bins to obstruct the highway in the event that NNDC are unsuccessful.

11.2 It was AGREED to ask NNDC to write to residents to ensure their bins are securely stored. Clerk to ask NNDC whether a blanket letter would be more appropriate or whether a list of the known addresses will be needed. GH

## **12. Hilltop**

12.1 A meeting of the Steering Group was held and a site visit to look at the Hilltop. Clerk to get a topography map of the area and to circulate management plan with comments. Clerk to arrange next meeting. GH

## **13. Local Government Elections – District and Parish Elections**

13.1 The Clerk updated everyone about Parish Council and District elections which are due to take place in May 2023.

## **14. Toilet on the Beach**

14.1 Discussed earlier under public question time.

## **15. Loke and Wall Management**

15.1 The elder on Long Stone Loke needs cutting back, Cllr Williamson AGREED to undertake the work needed. The top of Taylor's loke also needs cutting. A management schedule of the Lokes will be drawn up by the Clerk and Cllrs and brought back to council for further discussion. It was noted that a Waymark sign is needed on the school loke. GH / ALL

15.2 It was noted that the Loke wall on Long Stone needed some repair, it was AGREED that adjacent landowners should be contacted. Clerk to circulate a map of house names for comments of ownership by Cllrs. GH

## **16. Resilience Group**

16.1 Cllrs discussed whether there should be a resilience group created in the parish. It was suggested that wardens could be allocated areas of the parish to be responsible for. The initiative was not supported. Instead, there was the suggestion that distributing emergency contact numbers would be more beneficial. Clerk to get quotes. GH

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

17.1 Toad Patrol, Review Code of Conduct, Meeting Punch Taverns, Knotting Hill Farmhouse – licensing new wedding venue, The Quay, Neighbourhood Plan.

17.2 It was noted that the dark skies event which took place at the church was very good. The ANOB are looking for a pilot parish to turn all their lights off for 10 minutes in January in order to demonstrate the effect lighting has on the skies. It was AGREED by all present that Cley should take part. VH

**18. Time and Date of Next Meeting; 6.30pm Thursday 10<sup>th</sup> November 2022 in Cley Village Hall.**

**Meeting ended 20.03**

**APPENDIX A****Cley Parish Council**

7 October 2022 (2022-2023)

Prepared by:

Approved by: Date:

Date:

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

<b>Bank Reconciliation at 07/10/2022</b>		
Cash in Hand 01/04/2022		
<b>ADD</b>		
Receipts 01/04/2022 - 07/10/2022	13,496.78	<b>A</b>
<b>SUBTRACT</b>	20,308.65	
Payments 01/04/2022 - 07/10/2022		
<b>Cash in Hand 07/10/2022</b> (per Cash Book)		
33,805.43		
15,656.32		
<b>18,149.11</b>		
Cash in hand per Bank Statements	0.00	<b>B</b>
Less unrepresented payments	5,515.27	
Plus unrepresented receipts	5,124.13	
<b>Adjusted Bank Balance</b>	7,509.71	
<b>18,149.11</b>		
<b>18,149.11</b>		
18,149.11		
<b>A = B Checks out OK</b>		

Petty Cash 07/10/2022 Community Account 2 07/10/2022 Business Premium Account 07/10/2022 Community Account 1 07/10/2022