

**Minutes of the Cley Parish Council Meeting
held on Thursday 9th February 2023
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 Holman, Cllr Meadows, Cllr Baker and Parish Clerk Gemma Harrison.

27 Members of the public present.

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

1.1 Cllr Holliday welcomed everyone to the meeting.

1.2 Local Beat Officer PC Simon Blakeley sent his apologies.

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 is a member of the Harbour Committee.

2.2 Cllr Holliday stated that she would be abstaining from the discussion and decision on Holly House under item 7.1.

3. Minutes of the Parish Council meeting held on Thursday 12th January 2023, minutes from the Arcady Pre Hearing Meeting dated Friday 20th January 2023 and minutes from the West Cottage Zoom meeting held on 18th November 2022 to be approved. (All minutes circulated prior to the meeting).

3.1 Cley Parish Council mins a full stop is needed on page 2.

3.2 Minutes Arcady Meeting – no changes.

3.3 Minutes West Cottage – no changes proposed.

3.4 The above minutes were PROPOSED by Cllr Williamson and SECONDED by Cllr High and AGREED by all.

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

- Litter Pick – confirmed as Thursday 2nd March at 10am - Clerk to promote. GH
- Toad Group – Now up and running. Please contact the Clerk if you are interested in joining the group.
- Dark Skies event – Postponed to the Autumn.
- Heritage Walk - The project is ongoing- the waymark discs have been received.

- Telegraph Poles on Beach Road – it is likely the phone line will be discontinued in 2 years' time, in the meantime NNDC are looking at the usage and mobile phone coverage at the beach in case they can be taken down sooner.
- Coronation – Date for next meeting. 23rd Feb 6.30pm. The meeting will focus on discussing food options for the event. Clerk to advertise the date. GH
- Community Support Funding – Clerk updated everyone on how CPC are struggling to source electric blankets and prepayment cards. The Clerk was keen to get the grant funding spent and is looking into other options, Cllr High PROPOSED that the grant funding is delegated to the Clerk to spend on winter essentials, this was SECONDED by Cllr Baker and AGREED by all. GH

5. Receive and Discuss Reports

- Police Report – Clerk read aloud the Police Report which had been received. There have been no reports of Crime in January.
- County Cllr Reports – County Cllr Eric Vardy updated everyone on the County Deal. The 6-week consultation is now live. If anyone can think of any highway or environmental improvements which are required within the parish, please contact Cllr Vardy as he may have some funding available to help.
- District Cllr Report – Appendix A.
- Allotments – The winter social was a great success. CPC have been given 310 hedge whips as part of the Jubilee Green Canopy project, these plants will go in over the next couple of weekends. The access track has been damaged, tenants have been reminded not to use the track in wet weather, all tenants have been reminded that all birds are still to be housed due to the ongoing bird flu.
- Harbour Report – Simon was present and gave his report. There is a canoe working party on 18th and 19th February, all welcome. Next committee meeting is 10th March.
- Village Hall Report – the fencing has been replaced in the Village Hall Car Park and the fencing around the play area is scheduled for replacement later this year.

Public Participation

- *A member of the public stated that they would have liked CPC to have held its own public consultation on the ongoing Arcady Enforcement Appeal.*
- *A member of the public raised concerns with how Counsel was instructed by CPC for the Arcady Public Hearing. Concerns were raised regarding the mandate under which the zoom meeting took place.*

- *A member of the public asked a question about the cost of appointing counsel at the Arcady Public Hearing.*
- *A member of the public stated they did not agree with the change of stance from neutral to objection on one Arcady application prior to the Public Hearing.*

The above points were addressed in a statement read out by the Clerk under item 7.3 and contained within Appendix B, the point regarding the cost of Counsel to be addressed in writing after the meeting. GH

6. The Hangs

6.1 No update, item deferred to the March meeting. GH

7. Planning

7.1 To discuss any planning applications received.

- West Cottage PF/22/1843 – Clerk distributed plans in the meeting and a Cllr met with the applicant prior to the meeting to better understand the plans. Cllrs were pleased to learn that Highways are now satisfied with the proposal. A vote took place with 6 Cllrs voting in support and one voting with an objection. The motion of support was therefore passed, Clerk to respond to NNDC accordingly. GH
- Holly House PF/23/0168 – Cllrs met with the applicant prior to the meeting to better understand the plans. A vote took place, whereby 5 Cllrs voted to support the application, Cllr Holliday and Cllr Allen abstained from the vote. Clerk to respond to NNDC stating the Council's support. GH
- Bird Cottage PF/22/3006 – Deferred application as not all Cllrs had seen the plans.

7.2 Barn on the Marsh – the enforcement team have met with the planners and a planning application, including an Ecological Report, is needed. They are awaiting feedback from other statutory organisations.

7.3 The Clerk read a statement regarding the recent Arcady Public Hearing. The statement can be seen in full at Appendix B.

7.4 To note the circulation of Planning Decision Notices to Clerks.

8. Finance

8.1 The payments, receipts, and bank reconciliation for the month of January (Appendix C) were circulated prior to the meeting. At the meeting the additional payments of £159.99 and

£36 for hand drier parts were presented and approved. The total payments of £2190.07 were PROPOSED by Cllr Holliday and SECONDED by Cllr Holman and AGREED by all.

8.2 Cley Parish Council have received several grants in recent weeks.

Neighbourhood Plan Grant from Locality - £9990

Heritage Walk Grant from NNDC - £3000

Warm Space Grant from NCC – £2000

Community Support Grant from NCC – £2500

Allotment Grant from Coastal Resilience Fund - £1840

Toad Watch Grant from Coastal Resilience Grant Fund - £360

8.3 A discussion took place on whether CPC should purchase Coronation Mugs for the children in the village. Cllr Allen PROPOSED ordering 30 mugs at a maximum cost of £350 this was SECONDED by Cllr Baker and AGREED by all. Clerk to order the mugs. GH

9. Correspondence

9.1 Hornsea – February 2023 Consultation Events – there are 4 themes for funding projects: there is a drop in session at The Venue 21st February 12pm – 3pm.

9.2 Coastal Adaptation Supplementary Planning Document - Delegated response to Clerk and Chairman. GH/ VH

9.3 Section 31 Deposit Rectory Farm –No objections received.

9.4 Lighting at The George - Clerk has sent an email but not received a response. Clerk to chase. GH

9.5 Parking on the Coast Road Track – NCC Correspondence. This section of the Coast Road is a service road to allow the public to pass and re-pass. Residents are responsible for the track. GH to add item to next month's agenda. GH

9.6 Holt Hill gritting –a resident has written in and asked whether NCC are able to grit the road. This has been raised previously but it may be worth raising with Highway again to see if their stance has changed. Clerk to mention School Bus uses it every morning. GH

9.7 Bins Mariners Hard – Land is private. Clerk to make further contract, stating that CPC understands it's their land but outline how dangerous it is if the bins blows over in the wind. GH

9.8 Pump House – sycamores do not belong to Anglian Water.

10. CPC Defibrillator

10.1 A discussion took place on making the Defib code more widely available. It was AGREED with a vote of 6 Cllrs to open the cabinet and swap the lock with a catch. Clerk to arrange for the work to be carried out. GH

11. Extension to the Glaven Conservation Area Consultation

11.1 The consultation was discussed, and Cllrs raised concerns about the marshes and villages being taken out of the conservation area. Clerk to respond after the public consultation has been held in order to incorporate any other feedback received. The consultation takes place on Thursday 9th March at The Venue in Holt 4.30pm – 6pm and then in Blakeney Village Hall 7pm – 8pm. GH

12. Elections

12.1 The Clerk updated everyone on the forthcoming elections and handed out nomination forms and election timetables out to those Cllrs and to some members of the public present.

12.2 The Clerk updated everyone that those wishing to vote on the day must bring photo ID, if they haven't got photo ID then they must register for a postal vote.

13. Cley Neighbourhood Plan

13.1 The Clerk informed everyone that Purcell has been appointed as the Heritage Consultants working on behalf of CPC. A Heritage and Conservation consultation will be taking place on 8th March 4pm -7pm in Cley Village Hall.

14. Power Cuts

14.1 CPC discussed what can be done to support residents during power cuts. Cllr Allen suggested camping gas stoves and torches should be purchased. It was suggested the Sustainable Communities Grant at NNDC may be suitable. Clerk to apply for the grant. Cllr Allen to research the costs of camping stoves for the Clerk. GH/RA

15. Footpath and Loke Management

15.1 The maintenance of the footpaths and lokes were discussed. Some discussion of the cutting regime took place. Clerk to look at maintenance schedule. GH

16. Norfolk Rural Electric Vehicle Charge Point Pilot

16.1 The above pilot was discussed, and it was AGREED to explore the scheme further. Clerk to add item to next month's agenda. GH

17. Items to be included on the Next Agenda – EVCP, Neighbourhood Plan, Glaven Valley Conservation Area, Coronation, Toilet on the beach, Green Lane, Standing Orders, Planning Policy.

18. **Time and Date of Next Meeting; 6.30pm Thursday 9th March in Cley Village Hall.**

Meeting ended 20.02

Appendix A – District Report

From NNDC

'Planning

The consultation period for the Glaven Valley Conservation Area Appraisal consultation has been extended to 31st March and there will be two additional public meetings (in Holt and Blakeney, dates TBD).

Planning Decision Notices will be emailed to parish clerks and the local member at point of issue. This should be complete by end of February.

The Coastal Adaptation Supplementary Planning Document is open for consultation till March 8th. This is a somewhat unwieldy consultation, seemingly not designed with the user in mind. However, if you search for Appendix 4, you will find some examples of coastal planning on which you can comment which might seem more relevant.

Coast

The organisation of the Coastal Transition Accelerator Programme has been approved which will allow NNDC to finalise funding with the Environment Agency to develop coastal change approaches in response to erosion, eg by acquiring land and assets. It is not a compensation scheme, but rather helps communities, which cannot be sustainably defended long term against coastal erosion, prepare and plan for the long term.

Well-being

This year's mammoth marathon will be on Sunday May 14th.

Sustainable growth

NNDC was disappointed not to receive two Levelling Up bids to the value of £19 million, one for a new leisure and sports hub in Fakenham, and the other for improvements to Cromer's green cliff top spaces.

Benefits

The early intervention team at NNDC can help you if you're at risk of homelessness. As soon as you think you're at risk, Call 01263513811 or email early.intervention@north-norfolk.gov.uk.

Environment

There will be a tree giveaway day on 11th February, from 10-2pm at Holt Country Park. A new weekly kerbside collection of used household batteries (eg torches, fire alarms, button batteries, but NOT car or laptop, phone batteries etc) has been launched. Put the batteries in a clear bag (tied up) on top of whichever bin is due to be emptied that week. The batteries will then be recycled. At the moment, this service is only available to those using wheelie bins.'

There is a Hornsea Three Community Fund consultation events in Holt on 21st February. This is an opportunity for those interested in obtaining funding to discuss projects. The fund doesn't go live till June 24 but that gives plenty of time to work up funding requirements. The four themes for funding are sport/recreation, environment/conservation wildlife/public open spaces, community buildings and community services. It's not aimed at arts/heritage. More details on Hornsea Three Community Fund website.

Shoreline Management Plan 5 (SMP5, Hunstanton to Kelling Hard), administered by Environment Agency), is being refreshed; the current plans available on East Anglia Coastal Group website, under Shoreline Management Plans. I am meeting with the Environment Agency to discuss what changes are being made.

Appendix B – Arcady Update – Public Hearing

The Parish Council, as a statutory party, attended the recent public Appeal Hearing held at NNDC Offices before an independent Planning Inspector. It was held as an inspector-led hearing to investigate the merits of the 2 outstanding planning applications and enforcement appeal for Arcady.

In December 2023 the Parish Council instructed legal representation from specialist senior planning counsel who was instructed solely to represent the Parish Council at the Public Hearing. The Planning Inspectorate, NNDC and the Appellants' legal team were notified immediately after counsel was appointed, just before Christmas.

Arising out of the late submission of the Statement of Common Ground between the Appellants and NNDC, and, the Inspector's Advice Note 8 (none of which we had seen previously), the Chair and the Vice- Chair decided that advice was needed from Counsel; and this was achieved via a Zoom Meeting under delegated powers, in order to ensure the greatest number of Cllrs could attend.

Straight after the meeting the Clerk wrote and shared the minutes of the meeting with The Planning Inspectorate, NNDC and the Appellants' legal team.

At the Public Hearing the Parish Council was obliged to take a more active part than has been anticipated -

1. To correct errors and misunderstandings.
2. To put forward the community's views on the case; and
3. To help ensure relationships are restored.
4. To make a number of constructive suggestions to the Inspector.
5. To reduce impact of work on Arcady on nearby residents.

A local resident raised at the Public Hearing (as well as in email) the mandate under which the Zoom Call was held, lack of consultation with the parish and the manner in which the Parish Council support of NNDC was communicated. The following points were explained by the Clerk both to that resident and at the Hearing that :

1. The Parish Council had objected to the two most recent planning applications.
2. An extraordinary meeting had been held in February 2022, due to the complexities of the proposed alternatives being put forward, and, in the

absence of professional advice at the time, Cllrs had voted to take a neutral stance on the plans contained in the relevant application (PF/21/0822);

3. The Parish Council is a consultee on planning matters, the consultation is led by NNDC. Over and above this, CPC email residents through the mailing list, has a dedicated planning page on its website and has, always had planning applications listed on the agenda. All communications on Arcady received through the Clerk have been objections.

4. The Inspector needed to know the position of the Parish Council, as an active attendee, and, so that the Parish Council's barrister could put forward a case.

Under current Standing Orders the meeting was permissible. However, the Standing Orders and the Planning Policy will be reviewed, at the next meeting, to ensure that the concerns raised have been sufficiently addressed.

Appendix C – Bank Reconciliation

Cley Parish Council

4 February 2023 (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 31/01/2023		
Cash in Hand 01/04/2022		
ADD		
Receipts 01/04/2022 - 31/01/2023	13,496.78	A
SUBTRACT	33,204.12	
Payments 01/04/2022 - 31/01/2023		
Cash in Hand 31/01/2023 (per Cash Book)		
46,700.90		
28,240.27		
18,460.63		
Cash in hand per Bank Statements	0.00	B
Less unrepresented payments	7,187.48	
Plus unrepresented receipts	5,126.99	
Adjusted Bank Balance	6,164.16	
18,478.63		
18.00		
18,460.63		
18,460.63		
A = B Checks out OK		

Petty Cash 31/01/2023 Community Account 2 31/01/2023 Business Premium Account 31/01/2023 Community Account 1 31/01/2023