

Minutes of the Cley Parish Council Meeting
Held at 6.30pm on Thursday 11th April 2024 in
Cley Village Hall, the Fairstead

Attending: Cllr Allen (Vice-Chairman - chairing the meeting in Cllr Holliday's absence), Cllr High, Cllr Baker, Cllr Williamson and Parish Clerk Gemma Harrison.

4 members of the public present.

County Cllr Eric Vardy was also present.

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

1.1 Cllr Allen welcomed everyone to the meeting.

1.2 Apologies have been received from Cllr Victoria Holliday (work commitment), Cllr Judith Holman (family commitment) and Cllr Richard Deane (family commitment). All apologies have been accepted.

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

2.1 Cllr High stated an interest in Newgate Green and Cllr Baker stated he is a member of the Harbour Committee.

3. Minutes of the Parish Council meeting held on 14th March 2024 to be approved.

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

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

- Toad Watch – The Clerk updated the figures for the recent toad watch which has now been completed for the 2024 season. 1060 toads were recorded as alive, it was noted the number of frogs recorded have reduced from 105 last year to 19 this year. Unfortunately, the number of toad deaths increased by 200 this year compared to last year. It was thought this may have been down to better recording techniques this year.

5. Reports

5.1 Receive and Discuss Reports.

- Police Report - The Clerk encouraged residents to phone 101 to report any suspicious behaviour in the Beach Car Park. Residents are encouraged to note registration numbers and makes and model of cars involved in any suspicious incidents.
- County Cllr Report – County Cllr Eric Vardy gave his report which can be seen at Appendix A.
- The District Report was circulated prior to the meeting and can be seen in full at Appendix B.
- Allotments – The allotment inspection has taken place. The Clerk has been in contact direct with tenants regarding overgrown plots. It was AGREED to turn the water on for the season. The Clerk extended thanks to Chris Lubbock for fixing the tap. The Clerk will send a copy of the inspection to The Miss Knott Trust. GH
- Harbour Report – Mike Mirrams gave the Harbour Report. The Committee are in discussions to further extend the canoe rack. It has also been suggested to have a guided walk to show people the channels at low tide, this is likely to take place in May. Sunday 18th August will be Cley Harbour Day. It was AGREED for a bench to be purchased by Cley PC and added to Cley Parish Council's Asset Register and Insurance Policy, along with the existing canoe rack. The Clerk requested further details on the proposals for the extended canoe rack and raised a question on the proposed web cam. The Committee will provide more details to CPC if they decide to proceed. The Clerk stated that ICO rules need to be considered and permission from CPC sought for both the web cam and extension to the canoe rack. Cllr Allen suggested an extension to the slipway, Mike AGREED to take this back to the Committee for further discussion.
- Village Hall Report -The King Charles Portrait has been delivered. Clerk to liaise with the Village Hall Committee regarding handover. GH

Public Participation

An opportunity for members of the public to ask questions and request to speak on agenda items. None.

6. Planning

6.1 No applications received for consideration.

6.2 It was noted that decision notes have been received for

- PF/24/0101 Arcady – APPROVED.
- PF/24/0262 Barn north of Saltmarsh Cottage – APPROVED.
- PF/24/0161 Hillrise Cottage – APPROVED.

7. Finance

7.1 The payments, receipts, and bank reconciliation for the month of March were circulated and read aloud by the Clerk. The payments for March of £2959.51, outstanding payments for April of £317.74 and receipts of £1036.56 were PROPOSED by Cllr Williamson and SECONDED by Cllr High and AGREED by all. Clerk to arrange for the payments to be made. GH

8. Coast Track

8.1 The repairs to the coast track were discussed. Cllrs stated that CPC should not contribute to the upkeep of the track and instead encouraged effected residents to discuss repairs with NCC direct. It was noted that NCC would fund the basic works required and anything over and above could be paid by the residents if desired. Clerk to update residents. GH

8.2 It has been reported that there has been flytipping from a neighbouring property on Public Footpath No.14 and the drain is still protruding on Footpath No.15. Clerk to chase NCC. GH

9. Government Email Address

9.1 The Clerk informed Cllrs that NALC had secured some funding to help councils obtain .gov email addresses. It has been noted that the current gmail account is causing problems for some Cllrs and as such Cllrs were keen to adopt a new email address for the Parish Council. Cllr High PROPOSED the new email address along

with the associated costs, this was SECONDED by Cllr Williamson and AGREED by all. Clerk to contact NALC. GH

10. Signage

10.1 The quote of £226 for new signs for the community café was shared with Cllrs, it was noted that the purchase of signs would be from the donations received and not from the parish precept. Cllr High PROPOSED the signs are purchased at £226 for two signs, this was SECONDED by Cllr Baker and AGREED by all. Clerk to inform Cllr Judith Holman so they can be ordered. GH

10.2 Cllrs discussed installing a toilet sign at Picnic Fayre. Cllrs AGREED in principle to amend the existing car park sign to include the WC symbol. Clerk to discuss the option with the Highways and agree to pay any additional costs incurred. GH

10.3 It was noted that the toilet door has now been fixed. It was also noted that the window latch needs repairing, and the window needs to remain open so not to create a vacuum, which prevents the door from shutting. Clerk to arrange the repair of the latch. GH

11. Correspondence

11.1 Recycling collected along the Coast Road – It was noted that the missed recycling collections were made on a Bank Holiday weekend. CPC extends its thanks to NNDC for their prompt action.

11.2 Blakeney Surgery. – The Secretary of State is preparing a response to the proposed closure.

11.3 Activity at Beach Car Park – residents are encouraged to make a note of any registration numbers if suspicious activity is taking place.

11.4 Biodiversity Awards – The awards were discussed, and it was AGREED that CPC will nominate the Harbour Committee for their recent de-silting works. Clerk to liaise with Mike for further information on the works. Clerk to submit the nomination. GH

11.5 It was noted that the Middle House Contractors are still causing a nuisance with their parking. Cllrs are encouraged to speak to contractors if they witness poor parking. ALL

11.6 Village Gates – a big thank you to Cllr Williamson for cleaning the gates on Glandford Road. Clerk to send a reminder for the other village gates to be cleaned.

GH

12. Community Fund Orsted

12.1 Cllrs discussed projects for the Community Fund now available through Orsted. One suggestion put forward was for a water harvester for the allotments. Clerk to investigate further. It was AGREED that the aim would be to submit the application ahead of the November deadline. GH

13. Anglian Water

13.1 Cllrs discussed the ongoing trucking by Anglian Water. Over the Easter period trucks queued up during the day and night. Bad odour has also been reported in the mornings. Cllr High requested a meeting with Anglian Water to better understand the reasons for the trucking. Clerk to liaise with Anglian Water and arrange a meeting. GH

14. Cley Community Support Fund

14.1 It was AGREED to wait for available grants later in the year.

15. Footpaths

15.1 Cllrs extended their thanks to Cllr Roy Williamson for clearing Church Loke.

15.2 It was noted that the Post Office Loke is still very overgrown. Cllr Richard Allen and Cllr Roy Williamson to take a look and send an email to Clerk to agree any works needed. RA/RW

16. Items to be included on the Next Agenda

16.1 Newgate Green, Neighbourhood Plan, Anglian Water, Post Office Loke clearance.

17. Time and Date of Next Meeting; Annual Parish Meeting is on Thursday 9th May 6.30pm in Cley Village Hall followed by the Annual Parish Council Meeting.

Meeting Closed 19.37

APPENDIX A – NCC Report

New fire standard guidance launched recently and thanks to innovative work by Norfolk Fire and Rescue Service is set to improve the safety of people living at home with care needs.

The new guidance for the technology enabled care sector (TEC) focuses on improving the standards of community alarm provision for people who rely on it to live safely and independently at home.

It aims to ensure not only that people have a community alarm linked to a smoke detector fitted in their homes to protect them against fire risk, but that crucially the alarm is also monitored by an alarm receiving centre whose staff are trained to deal with calls and work with fire and rescue service first responders correctly.

Norfolk Fire and Rescue Service's Prevention team has been at the forefront of a national special interest group which developed the new guidance.

A Member for Communities and Partnerships and Chair of Norfolk Fire Authority said: "Inspectors recently gave particular praise to our fire and rescue service for its great work in leading multi-agency fatal fire reviews.

"This guidance clearly shows how the learning from these reviews is being proactively used to help make some of the most vulnerable people in our communities safer and better protected - not just in Norfolk but across the country."

Assistive technology is vital in helping people with care needs to live better lives at home. The new fire standard aims to establish a consistent, high-quality and standardised approach to community alarms to make sure who rely on them can have confidence they will get the very best help in an emergency.

Norfolk Fire and Rescue Service's Prevention team, which is led by Group Manager Terry Pinto, has played a key role in leading this work with the TEC Services Association (TSA), which is the industry body for TEC, and the National Fire Chiefs Council (NFCC). The county council's Assistive Technology team, which is part of Adult Social Care, have also been part of the work. The guidance was launched at the ITEC conference organised by the TSA in Birmingham.

APPENDIX B - NNDC Report

District Cllrs Report April 2024

From NNDC

Planning

The current phase of the new Local Plan examination is complete. There may be modifications to the plan coming out of these hearings which will go out to public consultation and possibly another round of Hearings. The new Local Plan hopefully will be finalised by the autumn.

Benefits

The Household Support Fund has been extended to September 2024. This helps the most vulnerable households with the cost of essentials. NNDC operates an emergency support fund for help with grocery costs.

From 6th April it will be easier to obtain a Debt Relief Order which means more residents can access debt relief.

There will be 53 Mondays in the financial year 24/25 which means those on Universal Credit miss out on a week's Housing Costs.

Almost £100k has been allocated in Discretionary Housing Payments to support tenancy issues, homelessness prevention and to support people to stay within the community.

Housing

NNDC Cabinet has just approved a new Housing Strategy to provide a framework for the delivery of housing to meet the District's need.

A new Housing Allocations Policy will be going out for consultation shortly. This will make the allocation of social housing fairer and hopefully simpler, but you will be able to give us your views.

The Task and Finish Group on finding solutions to reduce homelessness in North Norfolk will be reporting its findings May/June. We've had stimulating discussions with various organisations from the Eastern Landlords Association to Emmaus.

Eligibility criteria for warm homes grants have been simplified. These are for homes with energy ratings of D-G. This is well worth applying for: get in touch with me if you're interested.

Finance

A new Economic Growth Strategy has been adopted.

Environmental Services

The new waste rounds which started April 8th seem to have gone quite well so far. You can contact Serco on 03301099220 or norfolkwaste@serco.com, or get in touch with me with problems.'

Other news

Blakeney Surgery

The decision whether or not to close Blakeney Surgery will be made on May 7th at a virtual meeting of the Integrated Care Board's Primary Care Commissioning Committee. We have written to the Secretary of State for Health to ask for her intervention against the proposed closure.

Digital switchover

This is an industry led switch to digital landlines with the old analogue lines switched off by the end of 2025.

To be sure, vulnerable customers, ie those who are dependent on landlines, need to contact their provider about they should be preparing for this change. I would encourage you to reach out to those who you think are in this category.

I am arranging a meeting with BT to talk about mobile coverage in hard to get villages.

Broadband connectivity

I have been in touch with Openreach to ascertain what their plans are for full fibre roll out to the villages which are not connected. It's very difficult to actually get hold of the build teams in the local area so I'm having to work through the Executive Complaints and Escalations Team!

APPENDIX C – Bank Reconciliation

Cley Parish Council

10 April 2024 (2023-2024)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/03/2024

Cash in Hand 01/04/2023 12,959.34

ADD

Receipts 01/04/2023 - 31/03/2024 31,036.06

43,995.40

SUBTRACT

Payments 01/04/2023 - 31/03/2024 29,137.12

A Cash in Hand 31/03/2024 14,858.28

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/03/2024 0.00

Community Account 1 31/03/2024 1,974.45

Business Premium Account 31/03/2024 5,195.15

Community Account 2 31/03/2024 7,688.68

14,858.28

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 14,858.28

14,858.28

A = B Checks out OK