



Cley Parish Council

Chairman – Cllr. Victoria Holliday

Vice-Chairman Cllr. Richard Allen

MINUTES OF THE MEETING OF CLEY PARISH COUNCIL
HELD ON THURSDAY 18TH JUNE, 2026 AT 6.00 PM
IN CLEY VILLAGE HALL

Present:-

Chairman – Cllr. V. Holliday, Cllr. R. Deane,
Cllr. J. Holman and Cllr. R. Williamson

Julie Chance – Clerk

Eight members of the public also attended the meeting.

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed all present.

Apologies for absence were received from Cllr. R. Allan and Cllr. C. Peters.

1.1 Resignation

The Chairman reported that Richard High has resigned from Cley Parish Council. It was **AGREED** to arrange a gift to thank Richard for his long service and dedication during his term of office.

The Clerk reported that the Notice of Vacancy has been posted on the website and will be displayed on the notice board. Members of public can request an election before 8th July. If an election is not requested, the vacancy will be open for co-option.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON THURSDAY 14TH MAY, 2026

The Minutes of the meeting held on Thursday 24th May 2026, having been circulated, were taken as read, **AGREED** and signed by the

Chairman
Clerk: Julie Chance

Pine Lodge, Gimingham Road, Trimingham, Norfolk, NR11 8HP.

[Tel:- 07305048062](tel:07305048062)

clerk@cleyparishcouncil.gov.uk

4. RIVER GLAVEN WATER TESTING

4.1 Cllr. Deane reported that Tim Fisher, Norfolk Rivers Trust will be attending the September meeting.

A member of the Harbour Committee reported that oysters are being used to test the water quality and the results will be known later in the year.

5. FOOTPATHS/DEFIBRILLATOR AND SIGNS

5.1 The Hangs:- The Clerk reported that she has requested a meeting with the landowners to discuss FP30. The dates put forward by the Parish Council were not convenient for the landowner. It was **AGREED** that the Clerk would request some convenient dates from the landowner in order to move forward.

5.2 Defibrillator Quay:- The Clerk reported that Community Heartbeat will supply the correct post and fittings for any defibrillator ordered for the Quay. Unfortunately, the model identified needs a heated cabinet at an extra cost of £800 plus VAT. There are models that do not need a heated cabinet and the Clerk is in the process of obtaining the details. This matter will be placed on the next agenda for an update.

5.3 FP4 – Blakeney Road:- The Chairman reported that the responsibility for the fencing is under the Environment Agency. A request has been placed for repairs. This matter will be on the next agenda for an update.

5.4 Signs:- The no fishing signs agreed at the last meeting have been handed over to Cllr. Deane for installation. The Church parking sign has been repaired. Discussion took place concerning a sign for the Old School House asking members of the public to respect the privacy of the residents. It was also considered that a note could be added to the Heritage Walk Leaflets. Cllr. Deane will send the details of the property owners to the Clerk in order that she can ascertain the wording required and whether the leaflet would be a preferred option.

The bus stop signs are due to be erected shortly.

The interpretation board is in place.

6. COUNTY AND DISTRICT COUNCILLORS' REPORTS

6.1 County Councillor's Report:- Attached.

6.2 District Councillor's Report:- Attached.

7. ORGANISATIONS REPORTS

- 7.1** Allotment Report:- Cllr. Holman and the Clerk reported that they had met with the Trustees and carried out an inspection of the allotments. This matter will be dealt with in Part II.
- 7.1a** UK Power Networks:- The Clerk reported that she is having difficulty obtaining a date from UK Power Networks for emergency work despite reporting that the foliage is now dangerous and causing arcing. A member of the public kindly offered to liaise with their contact at UK Power Network to try and get some movement.
- 7.1b** Allotment Sign:- The Clerk reported that the new sign has been agreed with the Trustees. It was **AGREED** to obtain a quote for the new signs and this matter will be placed on the next agenda for agreement.
- 7.2** Harbour Report:- A project to remove the mud bank has been agreed. An application for flood risk has been submitted and the Harbour Committee should hear by the end of June whether it has been successful. A cockle visit has been arranged for Sunday 2nd August. Harbour Day will take place on Saturday 29th August. It was **AGREED** that the Parish Council will meet with the Harbour Committee at 5.00 pm on Thursday 9th July to discuss the proposed enhancements and the funding by the Harbour Committee.
- 7.3** Village Hall Report:- The new play equipment will be installed from Monday 22nd June and will take 5 days to complete. The basket ball area will be installed at the same time. Hedges will be cut back ready for the Open Gardens. The opening of the new play area will be held on Saturday 4th July with refreshments. The new play area will be suitable for 18 months to 14 year olds. The Village Hall Committee will organize leaflets to inform residents of the opening. The Village Hall Committee will liaise with the Church to obtain information about the Youth Club in order to include them in the invitations.
- 7.4** Neighbourhood Plan Minutes:- Attached.

8. **PUBLIC PARTICIPATION**

A member of the public thanked Cllr. Holman and the Clerk for joining him to carry out the inspection of the allotments. The Trustees will be applying under Section 31(6) of the Highways Act 1980 stating that they have no intention to dedicate any further public rights of way on the allotment land. This matter will be placed on the next agenda or an update.

A member of the public reported that they have formed a working party for Hilltop and have maintained the area which is now neat and tidy. The Chairman reported that Norfolk County Council cut the footpath and she is liaising with them for future maintenance.

9. **PLANNING**

- 9.1** RV/26/1043 – Thornhill Farm, Bridgefoot Lane, Cley:- No objections. The Chairman will send the Clerk the agreed comments concerning this application,.
- 9.2** PF/26.1103 – The Old Stables, Old Hall Farm Barns, Anterton Hill, Cley:- No objections.
LA/26/1104 – The Old Stables, Old Hall Farm Barns, Anterton Hill, Cley:- No objections.
- 9.3** PF/26/0608 – South Knoll, Church Lane, Cley:- Approved.
LA/25/0351 & PF/25/0350 – The Custom House, High Street, Cley:- Withdrawn.
PF/25/0779 – Old Woman's Lane, Cley:- Still pending.

10. **FINANCE**

- 10.1** The payments and receipts and Bank Reconciliation for the month to 31st May, 2026 were circulated. **AGREED.**

10.2 The following payments were AGREED.	£
Clerk's Salary – May 2026	508.93
HMRC – Tax & NI	127.20
Cley Toilet Cleaner	200.00
Supplies – Cley Toilet – Anglian Chemicals	147.31
Sani Bin – Anglian Chemicals	16.00
Cllr. Holman - Mop Pads – Cley Loo	24.67
Cllr. Holman – Coffee Capsules – Café	36.00
Calypso Coffee – Filter Coffee	49.95
Norfolk ALC – Website Hosting	404.42
Graphic Edge – Swimming Zone Signs	53.50

JRD Smith – JCB Digger – Ditch	300.00
Chris Lubbock – Repairs to Toilet	216.00

- 10.3** Household Support Fund:- The Clerk reported that at the current usage, the cost per month is £450, per six months £2,700 and per annum £5,400. The Clerk is trying to obtain further funding. This matter will be on the next agenda to discuss a way forward with the purchase of food vouchers. There is an ongoing problem with trying to purchase the food vouchers which are delivered via email. Cllr. Deane will collect the kind donation from The George and Dragon towards the fund.
- 10.4** Village Map:- The Clerk reported that a member of the public has kindly offered to produce a design for the village map. The Clerk will circulate the questions and design proposed to Members. This matter will be placed on the next agenda for further discussion.
- 10.5** Heritage Walk Leaflet:- It was **AGREED** to accept the quote for 2,000 copies in the sum of £230. This will also need to include the cost of amendments in order to add the appropriate wording to respect the privacy of the residents of The Old School House. The amendments will be an extra cost in the region of £25. The order for the printing will not be given until the wording of the note has been agreed.
- 10.6** Baby Changing Facility – Cley Toilet:- Cllr. Deane proposed a baby changing facility in the sum of £124.99. It was **AGREED** that the Clerk would liaise with the insurance provider to ascertain the extra cost of this facility. It was **AGREED** that Cllr. Deane will investigate how the disposal of the nappies will be dealt with.
- 10.7** Cley Heritage Trail Magazine:- Cllr. Allen is liaising with the Trail Magazine. It was **AGREED** that this will be removed from the agenda.
- 10.8** Traffic Cones:- The Clerk reported that the cost of 25 cones is £181.00 plus delivery of £52.04 plus VAT. The Clerk reported that Sanders Coaches have agreed to pay the £181.00. It was **AGREED** that the Clerk will order the cones and the Parish Council will pay the delivery charge in the sum of £52.04. The Clerk will ascertain a delivery date and the Village Hall Committee have agreed that they can be delivered to the Village Hall. Once a date is known the Members will place the cones in the Village Hall shed. It was **AGREED** that stickers will be placed on the cones to inform the public that they have been placed there by the Parish Council and

Saunders Coaches. Once delivered a working party will place the cones to include Millers House.

10.9 Full Council Training:- The Clerk reported that the cost of training is £30 per attendee which includes a memory stick each. It was **AGREED** that full council training will be booked once the new candidate to fill the vacancy is in place. This matter will be placed on the October meeting agenda to agree a date.

10.10 Community Café Minutes:- **AGREED** and signed by the Chairman. Attached. An update was given by a member of the public and a member of the volunteer group running the café. It was **AGREED** that the Clerk will liaise with the insurance provider once all the necessary paperwork is in place.

11. CORRESPONDENCE

11.1 Norfolk ALC:- Circulated. Noted.

11.2 Memorial Bench:- The Clerk read a request for a memorial bench. It was **AGREED** that the Clerk would contact the person requesting the bench and ask for a location. If the location is not on Parish Council land the Clerk will point him in the right direction. It was **AGREED** that the Clerk would prepare a draft bench policy for discussion.

11.3 Bike Rack – Village Hall:- This request has been passed to the Village Hall Committee for action.

11.4 NNDC – Legislative Changes – Register of Interests:- Circulated. Noted.

11.5 Local Access Forum:- Circulated. Noted.

11.6 Blakeney Historical Society Newsletter:- Circulated. Noted.

11.7 Norfolk and Waveney Mind Newsletter:- Circulated. Noted.

11.8 North Norfolk Local Plan Review & Call for Sites:- Circulated. Noted.

11.9 Sheringham Wildlife Discovery Day:-Circulated. Noted.

11.10 Email – Orchids:- It was reported that the area opposite Rectory Farm has been cut and this has cut the rare orchids. The Chairman confirmed that it was not Norfolk County Council. It was **AGREED** that the Clerk would write to the landowners to ask that this area be maintained with the orchids in mind.

12. HIGHWAYS

- 12.1** Blocked Highway Drains - Lime Kiln:- Cllr. Deane reported that Norfolk County Council have found some funding and agreed to get the gully lid/pot lowered and the drainage 6" clay pipe renewed with a new header wall to discharge. Cllr. Deane reported that some drains have been cleared. This matter will be placed on the September agenda for an update.
- 12.2** Temporary Road Closures:- Circulated. Noted.
- 12.3** Repairs – Church Lane:- Cllr. Holman reported that the repairs have been carried out but not to a high standard. Cllr. Holman has informed Norfolk County Council that as a resident she is not happy with the standard of repair. This matter will be removed from the agenda.

13. HILLTOP

- 13.1** It was **AGREED** that Members will visit Hilltop and this matter will be on the next agenda to discuss a working party. The signs have been dealt with.

14. CLEY COMMUNITY TOILET

- 14.1** Draft Contract Utilities – Terminal – Cley Toilet:- Will Gee reported that the Dona Terminal that had been ordered and paid for was not fit to be installed outside. This Terminal will be returned and a refund will be given. Postage for return of the Terminal will have to be paid. Will Gee will investigate other Terminals and give an update at the next meeting.

15. EV CHARGERS

- 15.1** Cllr. Deane prepared a paper with options. Circulated. Attached. Cllr. Deane ran through the options. The next step is to consult with the community. Cllr. Deane and the Village Hall Committee will liaise to prepare a consultation paper. This matter will be placed on the next agenda for an update.

16. NEWGATE GREEN

- 16.1** Bus Shelter – Working Party:- This matter will be placed on the next agenda for an update from Cllr. Deane.

17. **POLICY REVIEW**

17.1 Data Protection – Commitment:- Circulated. No amendments.

17.2 Privacy Promise:- Circulated. No amendments.

17.3 Letter Privacy Statement:- Circulated. No amendments.

17.4 Loke Management Plan:- Circulated. This Policy will be placed on the next agenda for discussion.

18. **ITEMS FOR NEXT AGENDA**

Allotment rent and deposit.

19. **DATE OF NEXT MEETING**

The date of the next meeting was noted as Thursday 9th July, 2026 at 6.00 pm in Cley Village Hall.

20. **TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC.**

AGREED.

21. **ALLOTMENTS**

21.1 To was **AGREED** that the Clerk would produce a business case.

21.2 Maintenance Plan:- It was **AGREED** that the Clerk would prepare a Maintenance Plan.

21.3 Asbestos Bin:- John Ebdon kindly provided stickers for the asbestos bin. It was **AGREED** that the asbestos bin would be emptied at a cost of £250.

There being no further business the Chairman closed the meeting at 8.05 pm.

.....
Chairman

.....
Date

June County Councillors Report

From Norfolk County Council

'Illegal Cigarettes Seized

Following inspections carried out because of intelligence received by Norfolk Trading Standards, illicit cigarettes, illegal vapes and hand-rolling tobacco has been seized from businesses in Great Yarmouth and Norwich.

The inspections were carried out with Norfolk Constabulary as part of Norfolk Trading Standards' ongoing work to tackle the sale of illegal tobacco products and protect the public.

This is a useful reminder of the role of Trading Standards, which helps ensure businesses trade fairly and legally, investigates scams and rogue traders, and works to keep consumers safe.

Further information about Trading Standards, including advice and support for businesses and consumers, is available on the county council webpages [here](#).

Residents are urged to report concerns about the illegal sale of vapes, cigarettes or tobacco to Citizens Advice on 0808 223 1133.

Norfolk Fire and Rescue Service – staying safe with lithium batteries

Recent incidents in Norfolk have highlighted the risks associated with lithium batteries. This reflects a wider national increase in lithium battery fires, linked to the growing use of items such as e-bikes and e-scooters.

Norfolk Fire and Rescue Service is working with Norfolk Trading Standards to help prevent these incidents by promoting safety advice on buying batteries and devices safely, charging them correctly, using e-bikes and e-scooters safely, and disposing of lithium-ion batteries appropriately.

Further information is available on the county council webpages [here](#).

Skills England: Annual Skills Report

Skills England, the Government's national agency for skills, has published its first Annual Skills Report. It sets out current and future skills needs across ten priority sectors linked to economic growth.

The report points to growing demand in sectors including clean energy, construction and digital, and highlights the importance of colleges, universities, apprenticeships and flexible training routes in helping people gain the skills employers need.

It also calls for a stronger skills system that supports the Industrial Strategy, responds more effectively to employers' needs, including SMEs, and helps more people into good jobs.

The main challenges identified are:

- tackling skills shortages and supporting workforce upskilling and reskilling
- encouraging greater employer investment in training and apprenticeships
- responding to the rapid adoption of AI
- improving employability pathways for young people
- building more responsive, place-based skills systems that reflect local economic need

The report stresses that addressing these issues will require strong partnership working between employers, education providers, local leaders and government.

Support for care leavers

The Government is expanding a programme to help children in care establish meaningful relationships for when they reach adulthood. It aims to improve outcomes for the 80,000 children in care across England, as many face significant challenges upon leaving the system. Following a pilot of 25 local areas given funding to employ coordinators, £8.4 million of funding from the Department for Education is being made available over the next three years, to ensure all children in care and leaving care are offered this support.

Norfolk County Council already has a local offer of support that sets out the support available in Norfolk to care leavers.'

Help with living costs

The Crisis Resilience Service offers financial support in the short term and ways to improve your financial resilience. Please reach out and if you have any difficulty with an application, get in touch. The Social Workers' drop ins at Heritage House, Wells, on the 2nd and 4th Tuesdays in the month, or at the Glaven Centre, Blakeney, on the first Friday and 3rd Monday, can help fill in forms. No appointment needed.

Find out more at

<https://www.norfolk.gov.uk/article/41957/What-the-Crisis-and-Resilience-Service-is>

Food support can be accessed

<https://www.norfolk.gov.uk/accessingfood>

Help with utility bills can be found at

<https://www.norfolk.gov.uk/article/41958/Help-and-advice-with-utility-bills>

If you're on benefits you can get reduced broadband packages. I have a detailed information sheet on this so please do get in touch if you'd like to find out more.

If anyone in your household has a medical condition which means you use more water than usual, Anglian Water have a scheme (WaterSure) which caps your water bill. You do need a water meter and be on certain income related benefits.

<https://www.anglianwater.co.uk/services/extra-support/tariff-options/watersure/apply-for-watersure>

Dentistry

Applications are now open for the first 25 student places at the new dental school at the University of East Anglia. This first cohort are expected to start training Sept 2027. The undergraduate training program will be at a new £3million extension to the Edith Cavell Building. This is the first step in relieving the dental desert in Norfolk.

Every NHS dental practice offers urgent dental appointments - in North Norfolk this equates to approximately 170 appointments a month. These are accessed by calling

111. Please let me know if you have difficulty getting an appointment and I will raise this with the Integrated Care Board.

Children's Services

Children's services at NCC have been rated by Ofsted as outstanding across the board: overall effectiveness, the impact of leaders on social work practice with children and families, the experiences and progress of children who need help and protection, the experience and progress of children in care, and the experience and progress of care leavers. There was one area which was identified as needing additional improvement: the recognition and consideration of young carers who receive statutory services.

Education

25 new places for children with autism are being provided at Alderman Peel High School in Wells to help the children integrate into mainstream education with the right specialist help in place. These should be completed by October 2026.

Summer reading challenge

The theme for this year's Summer Reading Challenge is Read to the Beat. Children age 4-11 can sign up at their local library, choose their own books, set their own goals and collect reward stickers for every goal reached. Children who complete their goals by the end of the challenge receive a certificate and a medal!

The books can be read online or can be collected from the library. Find out more here [Summer Reading Challenge 2026 - Norfolk County Council](#)

Tech skills

If you need to borrow a laptop, smartphone or tablet and learn how to use them; find out how to get free mobile data or a more affordable broadband tariff; if you're not sure you're getting the best out of your mobile phone; or are worried about online scams, do contact the Tech Skills for Life team at Norfolk County Council on 01485536420 or 01493448246. Find out more at [Tech Skills for Life - Norfolk County Council](#)

Road safety and maintenance

The most effective way to report a Highways defects is by submitting it via Norfolk County Council's official '[Report a highways problem](#)' form on the website. Alternatively, contact the Customer Service Centre by emailing highways@norfolk.gov.uk or calling 0344 800 8020. This allows the issue to be logged and acted on quickly.

If a defect is a pothole which wasn't fixed before a road was redressed, still report it via the defects portal, but highlight 'to the attention of a highways engineer' so it gets audited.

Similarly, if the problem is edge deterioration, please report it via the portal but highlight 'to the attention of highways rangers'.

There is still some money available in the Bus Stop Improvement Programme. This covers new bus stops, bus shelters and possibly trods. Contact me for more details.

County Council update

From Victoria Holliday <victoria.holliday.cllr@norfolk.gov.uk>
To Victoria Holliday <avictoriaholliday@icloud.com>
Date 2026-06-14 12:22

 Norfolk Warm Homes.pdf (~183 KB)

Dear all

A few updates from the County Council, below.

Can I also highlight the Norfolk Warm Homes Scheme providing home energy efficiency improvements (eg insulation, air source heat pumps and solar panels) available to anyone on a low income or means tested benefits (see attached).

Apprenticeship Norfolk – event at the Forum in Norwich 16 June

Norfolk's apprenticeships and opportunities fair is back. It's Norfolk's largest apprenticeships-focused fair and this year there are 40 local employers and apprenticeship training providers exhibiting, along with support from experienced apprenticeship ambassadors.

Organised by Apprenticeships Norfolk, the event at The Forum on Tuesday 16 June is for anyone who is looking for an apprenticeship or would like to know more about them.

Apprenticeships Norfolk provide free advice and guidance for apprenticeship seekers and step-by-step support for employers looking to offer apprenticeships.

Further details about the fair are available on the website page [here](#).

If anyone is looking for an apprenticeship or wanting to know more about apprenticeship opportunities in Norfolk, to the county council's Apprenticeships webpages [here](#).

Redundancy Support Service launches new online portal

Norfolk County Council's Redundancy Support Service (RSS) has recently launched a new online portal to help residents and businesses access support where there is a risk of redundancy.

The RRSS is running as a pilot until September 2027 and is evaluated on an ongoing basis. The pilot was originally initiated to support an estimated 15,000 redundancies across the county stemming from major cutbacks at Lotus Cars and the local NHS.

[The new portal](#) enables people to explore their options and contact the team for support at what can be a particularly stressful time. It also provides case studies.

The RSS team is also keen to hear from partner organisations that may be able to help support Norfolk residents and businesses.

If anyone is worried about redundancy, please do get in touch.

Drowning Prevention Week: Norfolk Water Safety Forum

Following recent water-related deaths across the country and in Norfolk, the Norfolk Water Safety Forum is encouraging communities to support Drowning Prevention Week.

Running from 13-20 June, the [Royal Life Saving Society campaign](#) helps children and young people learn how to stay safe around water.

Norfolk Water Safety Forum partners, including Norfolk Fire & Rescue Service, Norfolk County Council, Norfolk Police, the Broads Authority, the RNLI and HM Coastguard, will be sharing social media messages and promoting a free lesson pack for schools and youth groups.

Do check out the [link to the resources on the Norfolk County Council website](#).

National Updates

Potholes and road maintenance: new government reporting requirements

Highways Maintenance Transparency Reports were introduced by the Department for Transport (DfT) in 2025.

DfT has [announced new rules](#) requiring councils to show how they are fixing potholes, future-proofing roads and investing in longer-term preventative maintenance.

The new requirements shift reporting from describing activity to proving outcomes and value for money, with compliance now linked to funding. Reports must set out planned and delivered works, how highways funding is being used, and action to reduce repeat repairs.

The new reports will be published in September 2026 and will inform eligibility for Government highways incentive funding and the next red, amber and green road maintenance ratings.

Norfolk was rated amber in 2025/26, alongside most local highway authorities. [Norfolk's highways maintenance transparency report 2025/26](#) highlights the scale of the county's network, including nearly 10,000km of roads, and its focus on preventative maintenance, early intervention and whole-life costing.

Do report potholes and road defects through the Norfolk County Council website, so they are logged, assessed and prioritised through the proper highways process. The reporting form can be found [here](#).

Flu programme 2026/27: eligible groups confirmed

The Government has published its [annual flu letter](#), setting out the 2026/27 flu immunisation programme and the groups eligible for vaccination. This is relevant to local health protection, winter preparedness and support for vulnerable residents.

This year's programme will include rough sleepers and people using homeless hostels. Community pharmacies will also continue to deliver a vaccination service for children aged two and three, helping improve access for families.

The NHS advises that flu vaccination helps protect people at higher risk of serious illness and can also reduce pressure on health and care services over the winter period.

A snapshot of entry level hiring in the UK

The Department for Science, Innovation and Technology has produced a brief published by LinkedIn and the AI & the Future of Work Unit, which analyses UK entry-level hiring trends using LinkedIn data.

The key findings are that entry-level hiring is weak but falling broadly in line with the wider labour market, although the overall picture masks significant variation. Of 38 tracked entry-level occupations, 30 are declining. Information-processing roles are falling fastest: Accountant (-29%), Graphic Designer (-28%) and Software Engineer (-27%), while sales and customer-facing roles are growing.

The occupations declining most sharply are also those where AI has become most visibly capable, but they say further research is needed before conclusions can be drawn.

The brief also finds that a skills mismatch is making entry harder in declining occupations, with employers favouring experienced candidates who already have the operational skills most entry-level candidates lack.

Entry-level hiring shapes the long-run composition of the workforce and affects the supply of skilled workers for years to come.

This is relevant to Norfolk because weaker entry-level hiring could make it harder for young people, graduates and career changers to move into skilled work, affecting residents' employment prospects and the future workforce available to local employers. The findings underline the importance of local routes into employment, including apprenticeships, work experience and employer-led training, which support both individual opportunity and Norfolk's wider economic growth. They also reinforce the county council's role in working with schools, colleges, universities, employers, partners and training providers to strengthen the local skills system and help meet local labour market needs.

Cllr. Victoria Holliday

Norfolk County Council: Wells

Teams number :+ 441603223037

I, Victoria Holliday, am a data controller and am committed to protecting the privacy and security of the personal information you give to me or that I hold about you. "Personal information" means any information about you or from which you can be identified.

This privacy notice describes how I collect and use personal information about you in my role as a county councillor in accordance with data protection legislation. If you have any questions about this privacy notice or how I handle your personal information, please contact me at Victoria.holliday.cllr@norfolk.gov.uk

To see our email disclaimer click here <http://www.norfolk.gov.uk/emaildisclaimer>

June DC report, many thanks

From Cllr. Victoria Holliday <Victoria.Holliday@north-norfolk.gov.uk>
To Lorraine Nairn <editorgvn@gmail.com>, Cleyp Parish Council <clerk@cleyparishcouncil.gov.uk>
Date 2026-06-15 18:48

From NNDC

'Benefits

NNDC is still helping residents take up pension credit so do get in touch so as not to miss out!

If you think you're due more benefits than you are receiving the Financial Inclusion team is a good place to start (financial.inclusion@north-norfolk.gov.uk or 01263513811).

Housing

Homelessness is still an issue, the main reasons being friends or family can no longer help or end of a private tenancy. There is a mismatch in terms of size between households in need and available housing.

With the help of Government funding NNDC will have 41 homes for homeless households by end 26/27.

600 affordable homes should be delivered this year but the net gain will be less than this, as some housing associations are disposing of homes, citing poor condition and unsustainable locations. I am speaking with NNDC about this as it's a great loss to our villages.

Ukrainian guests will have a further 2 years permission to stay but thank you payments for hosts will cease. The NNDC People from Abroad Support Officer can visit and advise.

Don't forget if eligible you can apply for a Disabled Facilities Grant to make your home more accessible.

Planning

A new National Scheme of Delegation is being introduced this autumn whereby more applications will be determined by Planning Officers and not the Development Committee.

The Enforcement Team has a big case load at the moment and 9 enforcement Notices will have been served by the end of June.

The Norfolk Coast National Landscape Management Plan has been adopted which is a five year strategy to conserve and enhance the local designated area (which used to be called the Area of Outstanding Natural Beauty). I'm told the necessary action plans to underpin the management plan are in preparation.

Environment and waste

There has been an increase in abandoned cars and flytipping recently, as has noise nuisance and housing complaints. The last may be connected to the new Renters Rights Act.

Missed bin collections and, most unfortunately, missed assisted bin collections have increased recently. If you have been affected by this please do get in touch.

Officers have been visiting businesses to ensure that trade waste is being disposed of properly. This apparently helps reduce fly tipping (though doesn't seem to be working at the moment).

Assets

The Cromer Visitor Centre conversion to a dental practice is underway which is good news for those needing a dentist!

The new toilets and classroom at Holt Country Park are completed.

Business support

The next Buy Local Norfolk Networking event is at Jarrolds Letheringsett on 8th August 6-8pm. Tickets are £15 and you will need to register at eventbrite.

Warm homes grant

Contact energy@north-norfolk.gov.uk to see if you're eligible for a Warm Homes grant which will help you find heating which isn't reliant on expensive oil and gas and insulate your house.

EV chargers

New EV chargers will be installed in East Runton, Mundesley and Overstrand.

Leisure

Lifeguard at our main season beaches - Sheringham West, Cromer East, Mundesley and Sea Palling - started May 23rd. Peak season beaches - Cromer West, East Runton, Sheringham East and West Runton will see lifeguards return from July 11th.

Customer service

More residents are contacting NNDC online (up 18% last year). Even though the number of people contacting NNDC has increased, this means telephone wait times are down from 12 mins to 8 mins over the last year.

Victoria Holliday

District Councillor

Coastal

07557054629



Data Protection Statement: I will only use any personal information provided to me to assist with your enquiry or complaint. I will only share your personal information with the council and other relevant councillors on a need to know basis. As a councillor, I am subject to the data protection policy of my council and political party. I also control data where I deal with my constituents. Your details will be deleted 1 year after your case is closed unless there is a basis in law or you consent to keeping it. You can withdraw your consent at any time. If you require me to delete your personal information, please let me know, along with a reason for requesting this.

NNDC update – Anglian Water 10th June.

We thought it would be helpful to provide an update on the 2025 storm overflow data for the district, which was published since our last appearance, together with the latest position on bathing waters and planned investment.

Since we appeared in December, the validated Event Duration Monitor returns for storm discharges have been published for 2025. These show that **storm overflows in North Norfolk discharged a total of 227 times – an average of 7.6 spills per storm overflow for an average of 29.3 hours.** This is significantly lower than the figures for previous years, with the duration of spills nearly 90% lower than in 2024.

	2020	2021	2022	2023	2024	2025
Total Spills	652	625	382	457	714	227
Total Duration	10192.73	6874.75	3302.88	3288.12	8547.57	878.259
Average Spills	32.60	27.17	13.17	15.23	23.80	7.57
Average duration	509.64	298.90	113.89	109.60	284.92	29.28

The dry weather has helped our performance, but it is not the main reason. While lower rainfall over the summer meant storm overflows were needed less often, performance was still better than previous years when we've had similar levels of rainfall. Our teams are working incredibly hard to improve performance and we're pleased this improved data shows we're on the right track.

We've also seen the start of the new bathing water season with all seven bathing waters in the district rated as Excellent. Environment Agency figures show that 96.3% of designated bathing waters in the Anglian Water region are rated 'Good' or 'Excellent', reinforcing the East of England's position as home to the cleanest bathing waters in the country.

We're very grateful to the Council for our ongoing partnership working on this and other key issues and for joining us to promote the quality of the bathing waters in North Norfolk in recent communications about the start of the season.

We're also grateful to the Council and the local community for bearing with us whilst we put things right after the burst sewer pipe next to the pumping station in Mundesley at the start of the year. We worked closely with officers and ward councillors (as well as the RNLI on site) to keep them updated as work progressed, installing a temporary overland pipe to manage flows whilst the complex repair was planned, with all work being completed in time for the start of the bathing water season.

In addition, work is gathering pace on the delivery of our biggest ever programme of capital investment. We're **Building for Better** over the next five years to upgrade critical infrastructure across the region, including in North Norfolk.

Pleased to report that since our last appearance, work has been completed on the new storm tank at Aldborough which will store water during periods of rainfall, helping to reduce storm overflow discharges in the area. This represents an investment of over £600,000.

Other upcoming projects to tackle storm overflow discharges (subject to review) include:

- spill reduction schemes at Briston, Fakenham and Horning Knacker's Wood WRCs
- a spill reduction scheme at Mundesley for all assets affecting bathing waters (including Gimmingham)
- new storm overflow screening at Briston, Ludham and Runton West Lane
- surface water management schemes to improve resilience for Potter Heigham, Horning, Hoveton and Hickling

Investigations are also planned at several sites into reducing storm overflow spills. The outcome of these investigations may identify and inform the scope of any future improvement schemes.

Other planned investment (again subject to review) includes schemes to reduce the amount of Phosphorous in treated wastewater at 12 WRCs, as well as schemes at 3 WRCs to reduce Nitrogen levels – helping to combat nutrient pollution and improve river water quality.

We're also investing in water supply to ensure we continue to provide top quality drinking water for customers and that our network is resilient to climate change and growth across the region. As part of this, we're investing at Houghton St Giles to upgrade the Water Treatment Works as well as replacing more than 10km of water pipes in North Norfolk by 2030. Our mains replacement work in North Norfolk represents an investment of £2.4million and includes schemes at Black Lane in Croxton, Marriott Way in Brixton and Church Rod in Lower Bodham.

We're also continuing delivery of our Strategic Pipeline which will increase water supply resilience in Norfolk as well as looking to bring forward plans for a desalination plant in Norfolk which would eventually provide 25-85 million litres of drinking water per day. This will be on the Norfolk coast, and a preferred site is expected by the end of 2026. If approved, we anticipate that the plant would produce water for supply in 2036-38.

As we head into summer with one Amber Heat Health Alert already behind us, we'd be grateful for any help the Council can provide to encourage residents to be water-wise and

use water carefully. We're currently encouraging customers to make small changes which can make a big difference to the amount of water they are using, and an upcoming national Water Efficiency Campaign will also emphasise the importance of reducing water consumption.

Finally, I wanted to mention our £5.8 million Thriving Communities Fund which we launched last year to support locally led projects delivering lasting environmental and social benefits. This shareholder-funded initiative is designed to empower community groups and partnerships to improve their local environment and create positive social impact, with 11 projects supported across the Anglian Water region through the first round.

Applications for the next round of funding for between £5,000-£50,000 opened on 1st June and the deadline is 1st August. We welcome your support in sharing this opportunity and encouraging groups in North Norfolk to apply. Happy to share details about this after the meeting. [[Anglian Water's Thriving Communities Fund](#)]



Cley Parish Council

Chairman – Cllr. Victoria Holliday

Vice-Chairman Cllr. Richard Allen

MINUTES OF THE MEETING OF CLEY CAFÉ
HELD ON MONDAY 1ST JUNE, 2026 AT 5.00 PM
VIA ZOOM

Present:-

Chairman – Cllr. V. Holliday, Sandra Frampton, Cllr. J. Holman,
Susan Gallo-Traill, Mel Kemp, Carolyn Parish,
Sue Peters and Janet Pigott.

Julie Chance – Clerk.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Christine Williamson.

2. REGISTRATION WITH NORTH NORFOLK DISTRICT COUNCIL

Sue Peters reported that the Community Café cannot avoid the process of registering as an entity. Once the registration process has commenced, it will trigger an inspection of the area used by the Café in the Village Hall. The Café has to pass the inspection in order to obtain a Certificate to continue to operate. Part of the process is introducing management policies. The bakers can only bake 4 times per year otherwise they will need to have their private kitchens inspected as part of the registration. The inspection of the village hall area will be carried out within 28 days of the start of the process. North Norfolk District Council will not give a definite date or time for the inspection. It was **AGREED** that Judith Holman and Sue Peters will prepare the policies required for the registration. The policies will include an allergy policy which Mel Kemp will produce. Sue Peters reported that a file will be kept in the café with all the necessary paperwork ready for inspection. A rota will be prepared for the baking of cakes. Mel Kemp will produce the rota.

Clerk: Julie Chance

Pine Lodge, Gimingham Road, Trimingham, Norfolk, NR11 8HP.

Tel:- 07305048062

clerk@cleyparishcouncil.gov.uk

3. **FOOD HYGIENE**

Sandra Frampton is liaising with the Village Hall committee who will have an input into the Hygiene Certificate. The plan is to place a hot water cylinder underneath the sink in the kitchen in order for the hot water to reach 60 degrees quicker. The Village Hall needs to be cleared out. At present the chemicals are being stored with the disposable cups. It is hoped that a locked cupboard under the sink in the ladies toilet will be installed to house the chemicals. Paper towels will be used for handwashing. There will be a storage area for hats and coats. The surfaces and fridge need to be sterilised before each use. A stock take needs to be carried out before any further stock is purchased. Anything not used will be disposed of. Once the area has been cleared the back kitchen needs a thorough clean. It is hoped that the clearing and cleaning of the area in the Village Hall will commence at the end of June.

All cakes will be accompanied by a list of ingredients and must have a 3 day shelf life only including the day the cake has been baked. If the cake is not used it must be returned to the owner or placed in the freezer with a time limit date.

All electrical items need to be PAT tested annually.

The prizes for the bingo need to have a stock take. All chocolate, biscuits and drink must be stored properly.

5. **FINANCE**

The Clerk circulated the annual accounts for the year ended 31st March, 2026. It was reported that the milk frother is not used at present. It was **AGREED** that the use of the milk frother will be monitored for the next four months. Agreement must be reached on any purchases going forward. It was **AGREED** that a budget of £100 will be placed on the Parish Council agenda monthly for consumables for the café.

Discussion took place concerning minimum donations for the bingo. It was **AGREED** that the bingo is serving the community and needs to be kept affordable.

The purchase of aprons is required and Sue Peters will inform the Clerk of the cost in order for this to be added to the Parish Council agenda for agreement.

6. PUBLIC LIABILITY INSURANCE

The Clerk reported that until the policies are in place the café is not covered by the public liability insurance. This is a matter of urgency.

There being no other business the Chairman closed the meeting at 6.25 pm.

.....
Chairman

.....
Date

EV CHARGING AT CLEY VILLAGE HALL

June 2026 | DRAFT FOR MEETING

1. Purpose of this Document

This paper has been produced by Cley Parish Council in collaboration with the Village Hall Committee to set out the current position on the proposed installation of electric vehicle (EV) charging points at the car park on The Fairstead. It summarises the project history, what Norfolk County Council is offering, costs, governance questions, and two alternative approaches — proceeding through NCC's Plug In Norfolk scheme, or operating chargers independently.

A community survey is proposed as the next step before any firm commitments are made, to ensure the project has broad local support and to inform decisions on timing and approach.

2. Why This Matters — A Resident's Perspective

In May 2026, the PC received the following letter from a Cley resident, which illustrates clearly the need this project would meet:

"We own a fully electric vehicle (our only car). Like some others in the village, we cannot park our car directly outside our home, so we cannot charge our vehicle from our house. We rely entirely on commercial charging points. This can make life in Cley difficult for us. It would be wonderful if there were a pay-to-charge point by the village hall (where our car already has to be parked). As more and more people move to electric vehicles, I am sure that others will share our feelings."

— Name and address supplied, May 2026

This letter is a useful reminder that EV charging at the village hall is not just a visitor amenity — it directly addresses a practical gap for residents who have no off-street parking and cannot charge at home.

3. Background and History

Date	Event
2023	Initial contact between Cllr Victoria Holliday and NCC EV Infrastructure team (Kurt Booth). NCC confirm the existing building electricity supply can be used at no cost to the host, but that any new supply connection would need to be funded separately.
Oct 2025	NCC divisional member Cllr Victoria Holliday shares grant information. Cllr Holliday and Cllr Deane begin active pursuit of the project.

Nov 2025	On-site meeting at the Village Hall attended by Cllr Holliday, Cllr Deane, Will Gee (VHC Chair), and Tommy Lambert (NCC EV Infrastructure Engineer). NCC confirms it will fund and install two dual-socket 7kW AC chargers (4 charging leads) using the existing single-phase supply.
Dec 2025	NCC sends formal Terms and Conditions (V3, June 2024) and Premises Questionnaire to the PC.
Feb 2026	PC agrees to explore upgrading the supply to 3-phase to future-proof the installation before committing to the NCC T&Cs.
Mar 2026	Tommy Lambert confirms a 100A 3-phase supply with Dynamic Load Management is sufficient for dual 22kW AC chargers and requires no further grid reinforcement. UKPN budget estimate of £3,701 ex-VAT obtained for 3-phase supply upgrade (ref. 8110227518, 27 Mar 2026). Estimated ~£4,500 for 60m cable trench and reinstatement, plus ~£400 for meter installation, bringing the indicative 3-phase infrastructure total to ~£8,600 ex-VAT before contingency.
Recent	VHC confirm they would be prepared to grant 4 parking spaces to the PC for the purposes of the EV charging installation. The question of legal responsibility for hosting the installation remains to be resolved (see Section 6).
May 2026	Letter received from a Cley resident (name and address supplied) on behalf of themselves and their partner, highlighting the difficulty of relying entirely on commercial charging with no off-street parking at home (see Section 2).

For context, the Plug In Norfolk scheme has already installed chargepoints at community sites across Norfolk including Sheringham, Poringland, Martham, Worstead, and — closer to home — Corpusty, a village of comparable size to Cley.

4. What Norfolk County Council is Offering (Plug In Norfolk)

NCC's confirmed offer to Cley, as set out at the November 2025 meeting with Tommy Lambert, is:

- NCC will fund, procure, and arrange installation of two dual-socket 7kW AC chargers (4 charging leads) at no capital cost to the PC or VHC.
- NCC will manage the charging network, payment systems, and routine maintenance until at least 31 July 2030 (subject to available funding — this can be terminated early).
- The chargers will be publicly accessible 24/7, available to all without any requirement to use the hall.
- NCC will register the chargepoints on the National Chargepoint Registry and ZapMap and handle countywide promotion.
- NCC will reimburse the host for electricity consumed by the chargers at 34p/kWh (reviewed annually). The host must maintain a competitive energy tariff to avoid being at a deficit.
- All charging revenue is retained by NCC to reinvest in the Plug In Norfolk network. The host receives no share of income (T&Cs clause 5).

5. Key Points from the NCC Terms and Conditions

The NCC Plug In Norfolk T&Cs (V3, June 2024) must be signed by a single host organisation. The following points are material:

Cl.	Subject	Summary
1	Installation	NCC procures and installs on behalf of the host using its Dynamic Purchasing System. All charger, installation, signage, barriers, and bump stop costs are covered by NCC.
2	Maintenance	NCC funds routine maintenance. Indirect costs — car park wear and tear, standby electricity charges, and insurance costs relating to the chargepoints — are not covered by NCC.
4	Ownership and host responsibility	On completion the host becomes de-facto owner and is responsible for the equipment day-to-day. The host must take reasonable steps to mitigate damage, including adding the units to existing insurance policies where possible. Vandalism and damage not covered by the maintenance contract are the host's responsibility.
5	Revenue and running costs	All usage revenue is retained by NCC until at least 31 July 2030. NCC covers running and maintenance costs over that period. This arrangement may be subject to early termination.
7	Electricity reimbursement	NCC reimburses electricity consumed by the chargers at 34p/kWh. The host is responsible for achieving a competitive supply tariff.
9	Public access	24/7 public access is required. The car park must remain ungated and accessible at all times.
12	Withdrawal	Three months' written notice required. Removal costs before end of project are borne by the host/landowner. Chargers must remain operational for a minimum of 7 years.
14	Beyond economic repair	NCC may decommission a charger without replacement if beyond economic repair.

6. Costs Under the NCC Route

The charger equipment and installation are fully funded by NCC. The costs that would fall to the host are:

Item	Est. Cost	Notes
Cabling from hall supply cabinet to charger posts (~10m trench + ~20m surface run along building)	£0 — included in NCC offer	Tommy Lambert has confirmed NCC's funded installation includes all trenching and cabling. Confirm scope in writing before signing T&Cs.
Addition of chargepoints to insurance policy	TBC	Required under clause 4. Likely a modest annual

		premium increase. Confirm with respective insurers.
Car park surface wear and tear	Minimal	Not covered by NCC (clause 2). Expected to be low given existing use.
3-phase supply upgrade (future option only — see Section 10)	~£8,600 ex-VAT	UKPN connection £3,701 + meter ~£400 + 60m cable trench ~£4,500. Budget figures only — full survey required.

Under the NCC route, all cabling and trenching is included in NCC's funded installation. The route runs approximately 10m of open trench across the car park and 20m of surface trunking along the building exterior. The host should confirm the full scope with Tommy Lambert in writing before signing the T&Cs to ensure this understanding is on the record.

7. Alternative: Operating Chargers Independently

It is worth the meeting considering whether operating chargers independently — outside the Plug In Norfolk scheme — might better serve Cley's interests, particularly given that NCC retains all charging revenue under clause 5. The table below sets out how the two approaches compare on costs and income.

7.1 Capital Costs (Independent Route)

Item	NCC Route	Independent Route
Charger units, installation, cabling and trenching	£0 — fully funded by NCC	~£9,000–£11,000 (see note)
OZEV Workplace Charging Scheme grant (4 sockets × £500)	Not applicable	~£2,000 offset
NET CAPITAL COST (host)	£0	~£7,000–£9,000

Note on independent route capital cost: A quote obtained in 2021 for a full independent installation of two 22kW chargers at this site (including all equipment, cabling, groundworks, and labour) came to approximately £18,800 ex-VAT. Allowing for cost inflation and adjusting to 7kW units, a realistic 2026 estimate for going fully independent is £9,000–£11,000 before the WCS grant — making the NCC zero-capital offer significantly more attractive.

7.2 Annual Running Costs (Independent Route)

Running chargers independently means the host controls tariffs and retains all income — but also takes on costs that NCC currently covers:

Running Cost Item	NCC Route	Independent Route
Network management software / back-office	£0 (NCC)	£150–£400/year (OCPP-based platform)

		e.g. Tap Electric, Fuuse, ElectrAssure)
Payment processing fees	£0 (NCC)	~5–8% of transaction value
Routine maintenance contract	£0 (NCC to Jul 2030)	£200–£500/year per charger unit
Electricity (pass-through to users via tariff)	Reimbursed at 34p/kWh by NCC	Host sets own tariff — electricity cost is covered if tariff exceeds supply rate
Insurance uplift	Modest (host adds to policy)	Modest (host adds to policy)
ESTIMATED ANNUAL RUNNING COST	~£200–£400 (insurance + electricity monitoring)	~£600–£1,200 (software + maintenance + insurance)

7.3 Revenue Potential (Independent Route)

Under the independent route, the host sets its own tariff and retains all income. The current Zapmap average PAYG rate for public 7kW AC chargers in the UK is 54p/kWh (May 2026). After electricity cost of ~26p/kWh (competitive business tariff), the net margin is approximately 28p per kWh. Session energy figures are based on University of Strathclyde research into UK public 7kW AC charger usage: median ~7kWh at surface car parks, rising with longer dwell times. Annual figures assume 52 weeks.

Scenario	Sessions/wk	kWh/session	Annual kWh	Gross revenue	Electricity cost	Running costs	Net income/yr
Low (short stops)	4	7	1,456	~£790	~£380	~£600	Near breakeven
Mid (typical visit)	10	10	5,200	~£2,800	~£1,350	~£800	~£650/yr
High (summer peak)	20	14	14,560	~£7,900	~£3,800	~£1,100	~£3,000/yr

At low usage the independent route barely covers its running costs — the NCC route would be preferable in this scenario. At mid-to-high usage it becomes financially worthwhile, with meaningful net income from around year two once capital is recovered.

7.4 Summary Comparison

NCC / Plug In Norfolk

Independent Operation

Capital cost to host	£0 (NCC covers all equipment, installation, cabling and trenching)	~£7,000–£9,000 (after WCS grant of £2,000)
Charging revenue	Retained by NCC (none to host)	All retained by host
Annual running costs	~£200–£400	~£600–£1,200
Maintenance responsibility	NCC to July 2030, then host	Host from day one
Commitment	7-year minimum	No fixed term
Admin burden	Low — NCC manages back-office	Higher — host manages tariffs, payments, faults
Network profile / ZapMap	Managed by NCC	Host registers independently
Best suited to	Low-maintenance, zero capital cost — good community service from day one	Full income and control — but higher cost, more admin, more risk

The NCC route gets chargers installed at zero cost with minimal admin. The independent route offers long-term income but at significantly higher upfront cost and ongoing management burden. Both are viable — the right choice depends on what the PC and VHC are prepared to take on.

7.5 Electricity Reimbursement — What the Host Actually Earns Under the NCC Route

Under NCC T&Cs clause 7, NCC reimburses the host for all electricity consumed by the chargers at a rate of 34p/kWh, reviewed annually. The host earns nothing from charging revenue — but does earn the margin between the reimbursement rate and whatever the VHC actually pays for its electricity.

Current business electricity rates (2026): The average UK small business pays 26–28p/kWh on a fixed contract. A competitive deal for a low-usage site such as a village hall could reach 24–25p/kWh. However, organisations on rolling or out-of-contract 'deemed' rates can pay 30p/kWh or more.

Critical action before signing: The VHC should review its current electricity contract before committing to the NCC T&Cs. If the hall is paying more than 34p/kWh — possible on a poor or expired contract — the chargers would cost the VHC money on every kWh consumed. NCC T&Cs clause 7 explicitly places the obligation to maintain a competitive tariff on the host.

The table below shows the annual uplift to the host across three tariff scenarios and three usage levels, using the same session energy figures as Section 7.3.

Usage scenario	Sessions/wk	Annual kWh through chargers	Margin at 24p/kWh tariff (+10p)	Margin at 27p/kWh tariff (+7p)	Margin at 30p/kWh tariff (+4p)
Low (7kWh/session)	4	1,456 kWh	£146/yr	£102/yr	£58/yr

Mid (10kWh/session)	10	5,200 kWh	£520/yr	£364/yr	£208/yr
High (14kWh/session)	20	14,560 kWh	£1,456/yr	£1,019/yr	£582/yr

At mid-case usage on a competitive tariff, the electricity reimbursement generates around £360–£520 per year — enough to cover the insurance uplift with a modest surplus. At high summer usage with longer dwell times, it could reach £580–£1,460/year. These figures apply during the NCC-managed period and represent the only direct financial return to the host under that route.

The electricity reimbursement is not a substitute for charging revenue, but it is a real and meaningful return — provided the VHC actively manages its energy contract.

8. Governance — Who Signs and Who is Responsible?

This is the most significant unresolved question. The NCC T&Cs are signed by a single host organisation, which becomes de-facto owner of the equipment and carries the associated obligations — including the 7-year commitment, insurance, day-to-day oversight, and decommissioning liability.

The VHC has indicated it would be prepared to grant 4 parking spaces to the PC for the purposes of the installation. This raises questions that need to be worked through:

- If the PC is granted the 4 spaces and signs the NCC T&Cs as host, the PC takes on legal ownership of the chargers and all associated obligations.
- If the VHC signs as host, it retains responsibility for equipment on land it owns, with the same obligations.
- Either way, both organisations will need to cooperate closely — the VHC controls the electricity supply and the car park fabric, while the PC has led the project.
- Both organisations should seek advice from their respective insurers and, if appropriate, from NALC or ACRE before signing.

A written agreement between the PC and VHC setting out respective responsibilities — regardless of who formally signs the NCC T&Cs — would be advisable before proceeding.

9. Proposed Next Step — Community Survey

Before either organisation makes a formal commitment, a short community survey is proposed to gauge local support and gather demand information. This is consistent with the community-led approach of both the PC and VHC, and will strengthen any future application or case to NCC.

The survey might usefully ask:

- Do you currently own or plan to own an electric vehicle within the next 3 years?
- Would you use public EV charging at the Village Hall car park?

- 5 NCC has confirmed their funded installation includes all trenching and cabling to the charger posts. The host should confirm this scope in writing with Tommy Lambert before signing the T&Cs.
- 6 Should both organisations instruct their respective insurers to confirm the likely premium impact of adding chargepoints to existing policies?
- 7 Who will lead on drafting and distributing the community survey, and when should results be reported back?
- 8 Is there appetite to explore the 3-phase upgrade as a future phase, and if so, who leads on funding research?

12. Summary

NCC has a funded offer on the table: two dual-socket 7kW AC chargers (4 charging leads), installed and maintained at no capital cost to the PC or VHC. NCC will cover all equipment, installation, cabling and trenching — the host faces no capital cost under the NCC route. All charging revenue is retained by NCC until at least July 2030. The host does however earn the margin between NCC's 34p/kWh electricity reimbursement and the VHC's actual supply tariff — worth approximately £60–£1,460 per year depending on usage and the VHC's electricity tariff.

An independent route would give the host full control over pricing and retain all income, but requires greater upfront investment, ongoing management, and takes on operational risk from day one.

As the resident's letter makes clear, some Cley residents are already dependent on public charging with no home alternative — reinforcing the value of getting something in place as soon as the community is ready to proceed.