



# Cley Parish Council

Chairman – Cllr. Victoria Holliday

Vice-Chairman Cllr. Richard Allen

**MINUTES OF THE MEETING OF CLEY PARISH COUNCIL**  
**HELD ON THURSDAY 9<sup>TH</sup> JULY, 2026 AT 6.00 PM**  
**IN CLEY VILLAGE HALL**

**Present:-**

Chairman – Cllr. V. Holliday, Vice-Chairman – Cllr. R. Allen,  
Cllr. R. Deane, Cllr. J. Holman, Cllr. C. Peters and Cllr. R. Williamson.

Julie Chance – Clerk.

Seven members of the public also attended the meeting.

**1. WELCOME AND APOLOGIES FOR ABSENCE**

- 1.1** The Chairman welcomed all present to the meeting.
- 1.2** The Members welcomed Cllr. Peters to the meeting. Cllr. Peters signed the Declaration of Acceptance of Office Form witnessed by the Clerk.
- 1.3** There were no apologies for absence.
- 1.4** Casual Vacancy:- The Clerk reported that no election had been called. The casual vacancy will be filled by co-option. The Clerk will advertise the vacancy as per the Co-option Policy.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS.**

None received.

**3. MINUTES OF THE MEETING HELD ON THURSDAY 18<sup>TH</sup> JUNE, 2026**

The Minutes of the meeting held on Thursday 18<sup>th</sup> June 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

[clerk@cleyparishcouncil.gov.uk](mailto:clerk@cleyparishcouncil.gov.uk)

#### 4. FOOTPATHS/DEFIBRILLATOR AND SIGNS

- 4.1 The Hangs:- Cllrs. Holliday, Allen and Williamson will be meeting with the landowner on Tuesday 14<sup>th</sup> July at 3 pm to discuss FP30.
- 4.2 Defibrillator Quay:- The Clerk reported that the quote received from Community Heartbeat in the sum of £2,591.00 plus VAT is in excess of the budget allowed. The Harbour Committee may be able to help with some of the cost and the Clerk will send the breakdown of the cost. This matter will be placed on the next agenda for an update.
- 4.3 FP4:- The Chairman reported that the repair to the barrier on FP4 will be repaired by the Environment Agency. This matter will be removed from the agenda but monitored.

#### 5. COUNTY AND DISTRICT COUNCILLORS' REPORTS

- 5.1 County Councillor's Report:- Attached.
- 5.2 District Councillor's Report:- Attached.

#### 6. ORGANISATIONS REPORTS

- 6.1 Allotments Report:- Cllr Holman reported that the asbestos bin has been emptied. Two more enquiries for allotments have been received. There is an issue with the use of water. It was **AGREED** that a note will be issued with the invoices asking the tenants to be careful with the water usage and remind them of the rules and regulations.
  - 6.1a UK Power Networks:- The Clerk reported that the foliage growing up the pole has now been dealt with. The Parish Council would like to thank Mel Kemp for dealing with UK Power Networks. Cllr. Allen will now clear the foliage surrounding the power pole.
  - 6.1b Allotment Signs:- It was **AGREED** that the quote for the two new allotment signs in the sum of £137.00 plus VAT will be accepted. The Clerk will action accordingly.
  - 6.1c Rent Increase and Deposit:- It was **AGREED** that the rents and water costs will be increased by 5%. The Clerk will give the statutory notice of one year to the tenants. The increase will come into force from September 2027. It was **AGREED** that a deposit of £50 will be required from any new tenants with immediate effect.

- 6.1d** Section 31(6):- The Clerk reported that the Trustees will be applying for Section 31(6) of the Highways Act 1980. It was **AGREED** that the Parish Council will support this application.
- 6.2** Harbour Report:- An application for flood risk has been submitted and the Harbour Committee should hear shortly whether it has been successful. A cockle visit has been arranged for Sunday 2<sup>nd</sup> August. Harbour Day will take place on Saturday 29<sup>th</sup> August. Informal meeting with Parish Council – Attached. The Harbour Committee will send some examples of the Gabions. The Harbour Committee will send the Clerk the specification required for the ramp and car park. The Chairman will enquire whether planning permission is required for the hard surface along the Quay heading. Cllr. Deane will investigate the types of bike racks suitable. It was **AGREED** that no litter of dog waste bins will be installed.
- 6.3** Village Hall Report:- The new play area has been completed. The front of the tractor is the wrong colour and will be rectified. The basket ball court has been completed. The open day was a great success with 40/50 attendees. The Village Hall website now has a donations page. A grant application has been submitted for disabled access to the club room and a wheelchair lift.
- 6.4** Neighbourhood Plan:- It was reported that the public consultation will be carried out in October.

## **7. PUBLIC PARTICIPATION**

A member of the public expressed her distress over the public walking down her private driveway to her property due to the Old School House being on the Heritage Walk Leaflet. It was **AGREED** that The Old School House will be removed from the leaflet. Unfortunately, it is not so simple to remove this property from the map of the village. This matter will be placed on a future agenda for further discussions.

## **8. PLANNING**

- 8.1** PF/26/1343 – The Haven and The Nest, Coast Road, Cley, NR25 7RZ. It was **AGREED** that the Clerk would refer North Norfolk District Council to the Parish Council's previous comments.
- RV/26/1043 – Thornhill Farm, Bridgefoot Lane, Cley, NR25 7BB:- APPROVED.

## 9. **FINANCE**

**9.1** Payments, Receipts and Bank Reconciliation:- **AGREED** and signed by the Chairman.

|            |                                                   |          |
|------------|---------------------------------------------------|----------|
| <b>9.2</b> | The following payments were <b>AGREED</b> :-      | <b>£</b> |
|            | Clerk's Salary                                    | 508.93   |
|            | HMRC – Tax & NI                                   | 127.20   |
|            | Cley Toilet Cleaner                               | 200.00   |
|            | Judith Holman – Café Expenses                     | 50.07    |
|            | Judith Holman – Mat for Loo Cupboard              | 12.99    |
|            | Christine Williamson - Café Expenses              | 59.38    |
|            | Sue Peters- Items required for Café               | 76.88    |
|            | Sani Bin – Anglian Chemicals                      | 8.00     |
|            | ID Asbestos – Emptying of Asbestos Bin Allotments | 342.00   |
|            | Countrystyle – Glass Collection                   | 83.99    |
|            | Cley Village Hall – Café Room Hire                | 140.00   |
|            | Kevin Richardson – Grass Maintenance              | 180.00   |
|            | Cley Village Hall – Reimbursement – Terminal      | 272.50   |
|            | Chevertons – Stickers Traffic Cones               | 29.00    |

### **August Payments:-**

|                     |        |
|---------------------|--------|
| Clerk's Salary      | 508.93 |
| HMRC – Tax & NI     | 127.20 |
| Clet Toilet Cleaner | 200.00 |

**9.3** Heritage Walk Leaflet:- It was **AGREED** to remove The Old School House from the leaflet. A print run of 2,000 at a cost of £230 plus an extra cost of £25/£35 for the removal of The Old School House was **AGREED**. The Clerk will action.

**9.4** Traffic Cones/Stickers:- It was reported that these have been delivered and Cllr. Williamson will kindly place the stickers on the cones and place the cones through the village. This item will be removed from the agenda.

**9.5** Ramp Repair – Quay:- The Clerk reported that a quotation in the sum of £550 has been received. The Harbour Committee will be sending the Clerk the specifications for the work required. The Clerk will liaise with the contractor to obtain a further quote. This matter will be placed on the next agenda for an update.

**9.6** Grass Maintenance – Hump Opposite Three Swallows:- It was **AGREED** to accept the quote in the sum of £5 per month for the maintenance of this area.

## 10. CORRESPONDENCE

- 10.1 Orchids:- The landowner has confirmed that they did not cut the area in question. This matter will be removed from the agenda.
- 10.2 Bin Storage – Beau Rivage:- The Clerk circulated an email received from a resident. Noted. This matter will be removed from the agenda.
- 10.3 Email – Overgrown Nettles – Taylors Loke:- It was **AGREED** that the Clerk would contact the resident and inform them that the nettles will be cut back by the Parish Council who are responsible for the area.
- 10.4 Cley Heritage Trail:- Circulated. Cllr. Allen will liaise with Kings Lynn Magazine. This item will be removed from the agenda.
- 10.5 Wet Wipes – Holiday Cottages:- It was reported that the drains are being blocked by the use of wet wipes in the holiday cottages. It was **AGREED** that the Clerk would write to the holiday cottages agencies and ask for this practice to stop. The Clerk will liaise with Anglian Water to enquire whether they have leaflets that can be placed in the holiday cottages.
- 10.6 BT Telephone Poles:- It was reported that the emergency line connected to the BT telephone poles to the beach are not in use any longer. It was **AGREED** that the Clerk would liaise with BT to ascertain the procedure for removing these poles. This matter will be placed on the next agenda for an update.
- 10.7 Blakeney Area Historical Society Newsletter:- Circulated. Noted.
- 10.8 Norfolk Coast Forum – Field Trip:- Circulated. Cllr. Allen is booked to attend.

## 11. CLEY COMMUNITY TOILET

- 11.1 The Village Hall Committee reported that the original terminal had been returned and the Village Hall have signed a contract with a new terminal supplier. The Village Hall Committee produced a suggestion for the operation of the finances of the toilet going forward. It was **AGREED** that the Parish Council would propose that the building remain in the ownership of the Parish Council but the day to day running and collection of money would be carried out by the Village Hall Committee. The Village Hall Committee will collect the cash as well as the donations via the new terminal and would pay for the cleaner, utilities, consumables and minor repairs (to be agreed). The Village Hall Committee would pay the Parish Council £500 per annum in order to build up a reserve for any

major repairs to the fabric of the building. Will Gee will take this proposal to the Village Hall Committee and an update will be given at the next meeting. The Village Hall Committee circulated the proposed signage. It was **AGREED** Members would liaise with the Village Hall Committee to agree the wording on the sign.

**12. EX CHARGERS**

**12.1** Cllr. Deane produced a questionnaire for consultation. This was **AGREED** in principle with some additions for where the questionnaire will be sent when completed. Cllr. Deane will write an article to be placed on the Glaven News. This matter will be placed on the next agenda for an update.

**13. POLICY REVIEW**

**13.1** Loke Management Plan:- This matter will be placed on the September agenda for review.

**13.2** Memorial Bench Policy:- Cllr. Deane will produce a policy for consideration at the September meeting.

**13.3** Co-Option Policy:- It was **AGREED** that item 8 will be removed from the policy.

**13.4** Financial Regulations:- It was **AGREED** that the Clerk will obtain the Norfolk ALC Model Policy and circulate for discussion at the September meeting.

**14. ITEMS FOR THE NEXT AGENDA**

None.

**15. DATE OF NEXT MEETING**

The date of the next meeting was noted as Thursday 10<sup>th</sup> September, 2026 at 6.00 pm in Cley Village Hall. (Please note this may be changed due to availability of the Chairman).

**There being no other business the Chairman closed the meeting at 7.30 pm.**

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**Chairman**

.....  
**Date**

## **Electrical Waste Update**

We are currently unable to accept fridges and freezers and small electrical appliances for recycling in Norfolk. We are working hard to resolve this issue and are expecting services to be resumed in the coming weeks.

Electrical waste is dealt with through Producer Compliance Schemes, who arrange for safe recycling and disposal of the electricals via treatment plants, at the cost of the electrical retailers. The treatment plant that accepted the majority of Norfolk's electrical waste suffered a catastrophic fire in April and subsequently the business stopped operating. This has given a huge loss in the regional treatment capacity for these types of materials, and this was on the back of some significant national issues with fridges and freezers, following plant fires and site closures.

As we no longer have a treatment facility to accept our electrical waste, we have been referred to the Producer Balancing Scheme, which acts as a national regulator to ensure local authorities have their electrical waste collected. We have been accepted by a new Producer Compliance Scheme, who is currently working with treatment plants nationally to find capacity for our waste.

We are asking householders to hold on to electrical items that we cannot accept, to avoid the fire risk they pose within the waste stream and thanking them for their patience while we reestablish the service. I am sorry that this may be generating additional enquiries for you.

Our webpage is regularly updated at

[Electrical waste recycling](#)

Any questions can be sent to [waste.management@norfolk.gov.uk](mailto:waste.management@norfolk.gov.uk)

## **New SEND plan**

Norfolk has published a three-year plan to improve support for children and young people with special educational needs and disabilities (SEND).

The Norfolk Local SEND Reform Plan has been developed following extensive engagement with children and young people, families, schools, early years settings, colleges, the NHS and the voluntary sector.

It sets out a shared approach across education, health and social care, with a focus on earlier support and a more inclusive system where the vast majority of children can flourish in mainstream education.

The plan responds to a Government request for all areas to submit a Local SEND Reform Plan by 19 June. It focuses on support that can be introduced now, ahead of national legislation which will bring further change.

Over the next three years, Norfolk will:

- Expand support for mainstream schools through the £5.9m 'Experts at Hand' funding available if the Government accepts the
- Create additional wraparound support to early years settings and further education providers aiming for 95% of 16 and 17-year-olds to be in education, employment or training.
- Further strengthen 'Team around the School' support to mainstream schools to help identify and meet needs earlier
- Through existing Zone Inclusion Partnerships across Norfolk's 15 school and community zones, increase peer-to-peer support between schools and trusts to share strong SEND practice
- Roll out a new three-tier approach developed with secondary schools to create improved support for children at risk of exclusion through 16 new social, emotional and mental health (SEMH) bases and centres, Local Partnership Planning meetings and targeted outreach
- Complete rollout of mental health support teams to all schools by 2028
- Aim to reduce waiting times for neurodevelopmental assessments to 18 weeks by 2028
- Continue the capital programme to expand specialist provision, and by 2028 double the number of Specialist Resource Bases (SRBs) in mainstream schools resulting in around 40% of primary schools and over half of secondary schools hosting this provision. To date around 85% of children have remained in mainstream education as a result of this support.
- Roll out a framework focused on positive relationships and a nurture approach, that supports consistent and inclusive practice across all settings.

The plan builds on work already underway through the council's multi million pound Local First Inclusion programme to transform SEND education.

If approved by Government, the plan could see 90%, around £195m, of the council's historic Dedicated Schools Grant (SEND) deficit repaid.

### **Judicial Review submitted**

A judicial review has been submitted by Norfolk County Council in response to the proposed Local Government Reorganisation (LGR) programme in Norfolk.

The Government's proposals would replace the current two-tier system of local government in Norfolk, comprising the county council alongside district, city and borough councils, with a new structure of three unitary authorities.

The submission of a judicial review represents an early stage in the legal process. The court will consider whether the case should be granted permission to proceed. If so, the case would

move to a substantive hearing where the lawfulness of the Government's decision-making process will be examined.

Dear all

As of Monday 13<sup>th</sup>, recycling centres will accept electrical waste items, please see below:

Norfolk County Council is pleased to confirm that all Norfolk recycling centres will once again be accepting electrical waste items and batteries from Monday 13 July.

The temporary suspension followed a significant fire in April at a commercial premises in Thetford used by the council's previous electrical waste contractor. This resulted in a loss of treatment capacity and meant some electrical items and batteries could no longer be accepted at recycling centres across the county.

Norfolk County Council has been appointed to a new Producer Compliance Scheme, Recycling Lives, through national systems. They have arranged for Shred Station, based in Rackheath, to take on the collection and treatment of these waste electrical and electronic equipment (WEEE). Arrangements are now in place to safely collect and process electrical items, allowing the service to fully resume.

Norfolk County Council would like to thank residents for their patience and understanding while alternative arrangements were put in place.

You can book your visit at any of Norfolk recycling centres on the Norfolk County Council website: [Norfolk Recycling Centre bookings - Norfolk County Council](#)

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

## **The Norfolk Crisis and Resilience Grant Fund**

This grant programme run by Norfolk County Council supports people facing financial hardship and builds long-term resilience. It provides funding to voluntary, community and social enterprise (VCSE) organisations to deliver larger-scale, preventative projects across Norfolk. These should

- Help people avoid reaching crisis
- Build financial resilience over time
- Strengthen community-based support
- Work alongside (not duplicate) existing services in Norfolk

This programme does not fund one-off crisis payments, but focuses on earlier intervention and long-term impact

**Grants of between £50,000 and £200,000 are available.**

### **Organisations can apply if they:**

- Are a VCSE organisation (e.g. charity, community group or social enterprise)
- Deliver services that benefit Norfolk residents
- Have appropriate governance and financial controls
- Have experience delivering community-based work
- Have the capacity to manage a grant of this size

Partnership bids are welcome, as long as a VCSE organisation leads the application.

This fund is not open to:

- Public sector organisations (including councils, town and parish councils, schools and NHS bodies)
- Individual applicants
- Private businesses applying for commercial gain
- Organisations with political associations or interests
- Organisations that mainly distribute grants to other organisations

NCC is particularly interested in projects that:

- Support people on low incomes or at risk of hardship
- Help people stabilise or increase their income
- Reduce financial pressures or unexpected costs
- Provide support that leads to longer-term change

- Strengthen local organisations and community networks
- Improve access to help and advice

Projects should contribute to at least one of these areas and demonstrate lasting impact.

### **Key details**

Grants of £50,000 to £200,000 are available for projects running over 18 - 24 months

Applications will open in late June 2026 and close at midnight on 13 September 2026, with decisions expected in October

Organisations interested in applying should email [communities@norfolk.gov.uk](mailto:communities@norfolk.gov.uk) to register their interest or contact me on [victoria.holliday.cllr@norfolk.gov.uk](mailto:victoria.holliday.cllr@norfolk.gov.uk)

### Youth Jobs Grant for Businesses

From 30 June 2026, businesses can access the new Youth Jobs Grant, which will pay £3,000 for every eligible young person they hire and help more young people to take their first step on the career ladder.

To apply, employers need to complete an online application and accept a short set of terms and conditions. Jobs must be at least 25 hours per week and expected to last at least four months to be eligible for the grant.

Following a successful application, an eligible young person will be identified by the Jobcentre. If hired, the employer will receive funding in two instalments once employment and earnings have been verified by the Department for Work and Pensions.

Further information and a link to the online application form are available [here](#). Or let me know if you have questions.

### Making websites easier to read

NCC is committed to making our websites, digital systems and information easier to use. We know that background colour can affect how easy text is to look at and read.

Complete this short survey to tell us how background colours affect you. Your feedback will help us make decisions about colours on our websites, digital systems and information.

The survey is anonymous and only has 8 questions. It's open until 1 August 2026

## **CLEY HARBOUR COMMITTEE / CLEY PARISH COUNCIL**

### **Informal meeting to discuss the potential enhancement of Cley Quay**

**Thursday 9 July 2026**

#### **Aim:**

To discuss how funds generated by Cley Harbour Committee with the generous support of village residents might best be used to enhance and improve the quay area for the benefit of villagers and visitors.

#### **Discussion Ideas:**

##### Defibrillator

The installation of a defibrillator provided by CPC using Cley Harbour power point and electricity.

##### Gabions

The replacement of the existing gabions using more robust and resilient materials.

##### Bench

The installation of a bench with a back for the use and comfort of older visitors.

##### Ramp and car park

The repair and improvement of the transition between the concrete ramp and the gravel car park and the renewal and repair of the gravel surface.

##### Additional Power Point

The installation of a subsidiary power point against the rear wall of the car park to facilitate the safe power supply to events.

##### Hard surface along the quay heading

Laying a 1m wide hard surface of granite or composite bricks along the quay heading to reduce the slip risk, especially after high tides.

##### Slipway extension

To extend the concrete slipway to meet the shingle car park in order to reduce wheel spin and facilitate safe boat launching.

##### Bike Rack

The installation of an appropriate bike rack to encourage cycling and provide safe and secure temporary storage.

##### Bins

Cley Harbour Committee are interested in the views of CPC relating to the installation of litter and dog waste bins.

##### NB. Electric Charging Points

Cley Harbour are planning the installation of 2 power points to facilitate the charging of electric boats to encourage the transition away from fossil fuels to the benefit of villagers, visitors and the environment. This is likely to be the first electric boat charging facility in the wider Blakeney Harbour area.