

# CLEY PARISH COUNCIL

## Minutes of the Meeting held on Tuesday 6<sup>th</sup> November at 7.30 p.m. in the Club Room of the Village Hall

**Attending:** Cllr M Randell (Chairman), Cllr Tim Baker, Cllr Bruno High, Cllr Victoria Holliday, Cllr Judith Holman, Cllr Simon Read and Parish Clerk Gemma Harrison.

### **1. Welcome, apologies and reasons for absence.**

Apologies received from PC Pegden,

### **2. To receive declarations of Interest and requests for dispensations.**

Cllr Read declared his interest in the allotments, and Traffic Management Plan.

### **To approve the Minutes of the Parish Council meeting held on Tuesday 2<sup>nd</sup> October 2018.**

On a **PROPOSAL** by Cllr High and **SECONDED** by Cllr Holman the minutes were agreed and signed.

### **3. Matters arising on the Minutes (for information only and not included on the Agenda)**

- The Swallows – 21 signatures needed on The Swallows for it to be registered as an Asset of Community Value.

### **4. Reports Received**

**4.1 Allotments** – The allotment report was discussed. There are still lots of vacant plots and the Parish Council are heavily subsidising the allotments, more tenants are needed. Cllr Randell suggested mentioning the allotments in his monthly update in the GVN. The Clerk is going to ask the Miss Knott Trust for a rent reduction. All parish Councillors have been asked to bring some ideas for improving the viability of the allotments to the next Parish Council meeting.

**4.2 Harbour** – 27<sup>th</sup> October saw the arrival The Salford. The Clerk will upload the Video of its arrival to the parish website for all to see. The 2018 Environment Award was presented to the Cley Harbour Committee by the Chairman of

North Norfolk District Council Nick Coppack. The event was a huge success and has created lots of PR opportunities in local and national publications.

**4.3 Newgate Green.** It has been confirmed that the Parish Council do not require planning permission for the geo-grid works on Newgate Green, planning is still required for the landscaping works and further documents still need to be submitted by the Clerk. The works will now likely take place next financial year, Clerk to contact the Norfolk County Council to ask for the money to be taken over into the next financial year.

**4.4 Community Toilet** – Cllr Holliday has submitted a bid to North Norfolk District Council for a £15,000 grant towards the building of a new community toilet. Cllr Holliday predicts final costs to be around £40,000. The Parish Council will find out on 5<sup>th</sup> December if we have been successful. The Parish Council will then need to submit the planning application for the works. The Village Hall Committee have given their permission for the toilet to be built, as long as all the maintenance costs will be met by the Parish Council. The Parish Council fully support Cllr Holliday's suggestion of a pledge/crowd funding approach in order to raise some additional funds for the project.

**4.5 Cllr Butikofer** – Mobile libraries have been saved. Local residents have been in touch requesting a speed reduction along Old Woman's Lane. Cllr Butikofer met with a Highway Engineer to discuss the problem and it has been agreed that Highways will put up temporary "Think" signs along the road. There will unfortunately be no gritting along the Cley Road to Holt this winter. Two new grit bins on the Cley Road have been purchased as a compromise, Cllr Butikofer to check they have been installed.

## **5. Guest Speaker Ewan Carr Norfolk Wildlife Trust**

**5.1** The Norfolk Wildlife Trust will be introducing car parking charges at Cley Visitor Centre. There has been an increase use of the visitor centre but a decrease in people paying to access the reserve. They will be applying for planning permission shortly. Cllr Butikofer commented on concern over possible displaced parking on the Coast Road. The recent NNDC Conservation Review is very anti street parking and Cley Parishioners have concern over the impact this will have on

street parking in Cley. The Parish Council were concerned that the new charging plans would undo the recent good work of the Traffic Management Plan. The Parish Council therefore do not support the new charging proposals.

## **6. Cley Quay**

**6.1** East Law have chased Cley Parish Council's Land Registry application for the land at Cley Quay but have no further update. Resources at the Land Registry are stretched and the Parish Council have been advised to expect delays.

## **7. Hilltop Draft Management Plan**

**7.1** The draft management plan was discussed. The Parish Council continue to manage and maintain the land at Hilltop. There was suggestions of gorse planting beyond the property North Landing, everyone was keen to establish an area which is open to everyone. The Parish Council is happy that there is a management plan that everyone is agreeable to. There does need to be some clarification on the management of the east end. The Hilltop management group requested help from volunteers, the parish council are happy to support all work at Hilltop. The Management Committee to liaise with Cllr Allen on wording in the report. Cllr Randell thanked Mr Batten for producing an updated Management Plan.

**7.2** There continues to be an outstanding issue with the boundary fence at Hillrise Cottage, the Clerk will make further contact with the landowner.

## **8. Cllr David Young**

**8.1** Cllr David Young's report can be seen at Appendix A.

## **9. Conservation Review**

**9.1** The Clerk thanked everyone for sending in their comments, and will collate them all into a letter which will be sent out to the Conservation Officer. The Clerk noted how the Parish Council broadly agreed and supported the Conservation review. The Clerk clarified whether the Village Hall car park should be included in the conservation area and everyone agreed it should be, along with the Coast Road.

## 10. Finances

**10.1** The financial statement dated 2<sup>nd</sup> October – 6<sup>th</sup> November was distributed and the following payments were AGREED.

- £100.80 Brambles Farm (toilet hire)
- £48.00 Indigo Waste (Glass recycling)
- £115.95 Gemma Harrison (Salary)
- £90.00 Cley Village Hall
- £30.00 North Norfolk Signs
- £45.60 The Community Heartbeat Trust (replacement pads)
- £804.42 NNDC – Bin emptying
- £423.22 Came and Company Annual Insurance

Cllr Read PROPOSED the Payments are made and Cllr Randell SECONDED the motion. The full bank reconciliation can be seen at Appendix B.

**10.2** The Asset Register was circulated with amendments to remove the shelter and dog bin from the beach road, and it was PROPOSED to be adopted by Cllr Holliday and SECONDED by Cllr Read. The Clerk to put the Asset Register on the website for all to see.

**10.3** The Insurance is due to be renewed and the Parish Council decided after looking at the quotes, to renew with Inspire for a period of 1 year. The council has made a saving of £97 by removing the play equipment from the insurance register. The motion was PROPOSED by Cllr Holliday and SECONDED by Cllr Holman.

**10.4** The precept form was presented to the Chairman and signed, it was AGREED by the Parish Council at the last meeting that the Precept should be £11000 for the next financial year in order to cover all bills as outlined in the 2019/20 budget.

**11.** The Parish Council would like to formally thank Cllr David Young for nominating the Cley Harbour project for the NNDC 2018 Environment Award.

**12. Items for the next agenda**

**12.1** Clerk asked to investigate what planning permission was given for parking at Flanders along The High Street.

**13.** The date and time of the next meeting is **Tuesday 4<sup>th</sup> December 2018 at 7.30pm** in the Club Room.

## **Appendix A – Cllr David Young's Report**

Full Council did not meet in October, but a second Cabinet was held at the end of the month. Half-way through the current financial year, Officers are anticipating a full year underspend against budget of £160,000. Repairs to the roof of the Cromer building were mentioned a year or so ago and following the tender outcome, the sum of £607,000 has been allocated from the Capital Projects Reserve. The updated Medium Term Financial Strategy identifies a current deficit in 2019/20 of £319,000, increasing to £2.1m in 2022/23.

The present contract with Citizens Advice Mid Norfolk is to be extended by 15 months to 31 March 2020. This is in line with the decision of the County Council, who jointly fund the contract, to realign all their similar funding arrangements to a common date. The contract is seen to be working well.

A variation to the Norfolk-wide arrangements for waste recycling has been agreed. It will cost NNDC around an extra £80,000 p a and is due to higher than anticipated levels of non-recyclables put in the green bins.

The Council has recently announced that its car parks will be free on 11<sup>th</sup> November to facilitate attendance at Remembrance Services. Also that planning permission has now been granted for the erection of a replacement for the Splash leisure centre. Work on relocating the skate-board park will commence shortly.

The Planning Policy manager recently held two meetings for town and parish councillors regarding the progress of the Local Plan to cover 2016-2036. The current requirement is to build 10,800 homes in North Norfolk over the 20 year period. This equates to an average of 540 pa which is considerably higher than achieved in the past. Some 2,000 of these homes would need to be "affordable". The great majority of new development will take place in the major towns, with over 2,000 expected to be in North Walsham. It is yet to be decided to what extent development may be allowed in some of the larger villages and whether a "St Ives" style restriction on new-builds being for permanent residents only would work in practice.

I recently met with the new Head of Planning, the Senior Planning Officer and Enforcement Team Leader to discuss action to be taken regarding Arcady. The matter is being progressed but the potential implications are very serious and progress will be slow.

You may have seen that Wyndham Northam, the Member for Mundesley and holder of the Finance portfolio in Cabinet, passed away recently. He was 89. He was a gentleman and will be missed for his unfailing affability and politeness.

## Appendix B – Bank Reconciliation

### CLEY PARISH COUNCIL

**28<sup>th</sup> October 2018**

#### **Cash Book**

Opening Bal at 2<sup>nd</sup> October 2018 £5,604.84

ADD Receipts £314.75

LESS Payments £2,214.76

ADD Transfers In £0.00

Bal at 28<sup>th</sup> October 2018 £3,704.83

#### **Community Account**

Bank at 28<sup>th</sup> October 2018 is £3,704.83

Less o/s Cheque no None

**£3,704.83**

#### **Business Reserve**

Op Bal at 8<sup>th</sup> June 2018 £5,102.28

Add Interest 3<sup>rd</sup> September 2018 £2.54 £5,104.82

Less Transfer out £0.00 **£5,104.82**

**TOTAL in BANK**

**£8,809.65**