

CLEY PARISH COUNCIL

Minutes of the Meeting held on Tuesday 5th February at 7.30 p.m. in the Club Room of the Village Hall

Attending: Cllr Richard Allan (Vice-Chairman), Cllr Richard High, Cllr Victoria Holliday, Cllr Simon Read, Cllr Judith Holman, Cllr Timothy Baker and Parish Clerk Gemma Harrison.

1. Welcome, apologies and reasons for absence.

Apologies received and ACCEPTED from Chairman Mark Randell, and Cllr Sarah Butikofer

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

Cllr Read declared his interest in the allotments, and Traffic Management Plan and Harbour Committee, Cllr High declared his interest in Newgate Green as he lives nearby.

3. To approve the Minutes of the Parish Council meeting held on 8th January 2019.

On a **PROPOSAL** by Cllr Holliday and **SECONDED** by Cllr Baker the minutes were agreed and signed.

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

- Highway Pothole has now been filled in at the junction of Glandford Road and Bridgefoot Lane.
- Clerk to report the silt at the junction and ask that it is not deposited on the triangle.
- Cllr David Young confirmed he had chased again for the work to be done on the potholes off Glandford Road (Victory Housing land) and the sewer issues previously mentioned at Newgate Green was also being looked into.

5. Reports Received

5.1 District Report. Cllr David Young read his report which can be found at Appendix A. No report was received from the County Council this month.

5.2 Village Hall and Play area – There has been no meeting since the last Parish Council meeting.

5.3 Allotments. An allotment meeting was held prior to the Cley Parish Council meeting with some positive ideas with regard to raising money for the allotments. A pop-up café, selling produce from the allotment and advertising vacant plots were some of the ideas suggested. The allotment holders agreed to £1 per rod rent increase from April 2020.

5.4 Harbour – Cllr Read is currently doing a method statement for the dredging. The Harbour Committee are considering improving the moorings, as they are running out of the space. The committee are still looking into charity status, it saves on tax but they are keen it doesn't impinge on what they are able to do at the moment. Dates for the diary; 22nd June Cockle Fleet coming up, 21st July Ocean Comotion Wildlife Trust Event, 4th August, Point Sunday, 29th August Harbour Day, 13th December Carols on the Quay.

5.5 Community Toilet – Cley Loo has now got a funding page set up which has currently raised £1845, another £500 donation has been received in the post from a local resident. The Picnic Fayre are selling raffle tickets, everyone is being really supportive of the project. Cllr Holliday is leading on the project and has purchased some leaflets to be distributed around the village. The leaflets cost £66, it was PROPOSED by Cllr Read and SECONDED by Cllr Holman to pay the cost of the leaflets.

5.6 Police report.

PC Pegden reported that there were only two calls to the police and no recorded crime. In nearby villages there have been a couple of burglaries and allotment and shed break ins, lawn mowers have been taken. There has also been several farm thefts for red diesel. Any suspicious vehicles should be called in. The Police have a new Police Boat are looking for volunteers to patrol the harbour's at night,

ideally volunteers should be trained to Powerboat Level 2. The main crime in the area is marine crime and the boat will look to tackle this. The police are also looking to attend some events during the summer, Cllr Read to be in touch with PC Pegden with regard Cley Harbours events.

6. Moles on Newgate Green

6.1 Cllr Randell met with a mole contractor to look at the moles on Newgate Green. The contractor quoted £65 set up fee and then £10 per mole caught after that. It was AGREED that the contractor should be employed. Cllr Baker PROPOSED the motion and it was SECONDED by Cllr High.

7. Planning

7.1 PFLA/18/1040 – The Old Manor House, High Street, Cley-next-the-Sea, NR25 7RN. **Now been withdrawn.**

7.2 PF/19/0021 – Goose Cottage. The Parish Council have no objection. Construction traffic may be an issue, Clerk to ask for the Code of Construction Practice to be made available to the developer. Mention the CPRE light pollution statement.

7.3 PF/19/0017 – Gladden. No comments.

7.4 PF/19/0089 – Land west of Holt Road, Cley. Existing building been there 40 years. The Parish Council support the application which is bringing a young family back into the parish.

7.5 Arcady – The planning team are taking Arcady to the enforcement panel for a decision on whether to take any action on the number of outstanding planning issues. The Parish Council will be updated after the meeting has taken place at the end of next week.

8. Discuss correspondence received (Appendix B)

8.1 The open space and recreation strategy was circulated for discussion at next months meeting.

9. Election Update

9.1 The clerk distributed the nomination papers and advised Cllrs on the election protocol. The Elections will also be added to next months meeting as a decision needs to be made on whether to hold the Parish Council meeting a week later to allow time for the Agenda to be served on any new Cllrs.

10. Financial Matters

10.1 The Financial Statement (8th Jan- 5th Feb 2019) was presented to the Parish Council and can be seen in Appendix C. Cllr Holliday PROPOSED the motion to agree the statement and make all payments as listed in the cash book and Cllr High SECONDED the motion.

10.2 The quotes between two contractors were looked at and discussed and it was decided to go with the local contractor as the quote was cheaper and the Parish Council has been dissatisfied with the previous contractor’s work.

10.3 Norfolk flag quotes were discussed, printed flags were £5 compared to handmade ones which were £100.80. It was decided to defer the matter to the next Parish Council meeting and it was hoped that the £100 could be raised separately for a handmade flag.

Public Participation

- Clerk to get in touch holiday cottages about dumping rubbish in the village hall car park.
- Give Way white markings on the road where the beach road meets A149 has faded.
- Grit Bins still haven’t been delivered.

11. Items for next meeting – Norfolk Flag, Recycling can bank or paper bank for Village Hall car park, open space and recreation policy and Elections.

12. Date and Time of Next Meeting – Tuesday 5th March 2019 in the Club Room

Signed

Date

Appendix A – Cllr David Young’s Report

The Budget review by the Overview and Scrutiny Committee identified an estimated surplus for the year 2019/20 of £224,000 but this turns into a possible deficit in 20/21 of £1.65m, increasing to £1.8m the following year. These figures assume that the District Council's Council Tax charge will increase by £4.95 pa for a Band D property. This is the maximum allowed without a local referendum and is assumed by Central Government to be applied by all District Councils in arriving at the amount of government support. The increases by the Police and Crime Commissioner and by the County Council will be significantly larger. The figures will be ratified at the Full Council meeting later this month and confirmed in my next report. At that meeting a number of other funding initiatives proposed by the current administration will be voted upon.

The independent review of the investment proposals for the Egmore Enterprise Zone have been made available to Councillors and will be discussed Cabinet. A Task and Finish Group has been appointed to look into ways of resolving parking problems outside Sheringham Primary School and it is hoped that input from Highways and the Police will find measures to address the problem in Sheringham and, by extension, other schools with similar problems.

NNDC is arranging a free workshop on successful bid writing on the morning of 7th March. Places can be booked by ringing 516009 or emailing grants@north-norfolk.gov.uk.

The first draft of the new Local Plan, to cover the period up to 2036, are expected to be ready for consultation in the next month or so. Details should be available to be sent out with the new Council Tax demands issued during March.

By now residents should have heard that I will not be standing for re-election in May. Karen Ward is the current Councillor for the Glaven Valley Ward and will be standing for election to the new Coastal Ward covering parishes from Stiffkey to Weybourne. I expect to be at your meetings in March and April and hope she will be able to meet you at one of those meetings.

Appendix B – Correspondence Received

Cley Parish Council				
Correspondence for February Meeting 2019				
Date	Type	From	Subject	Action
08/01/2019	e-mail	Cley Village Hall	Annual Grant Insurance and maintenance of Playing Fields £245	Agenda
08/01/2019	e-mail	Cley Village Hall	Club Room Hire £75 (5 meetings @ £15 per meeting)	Agenda
09/01/2019	e-mail	Cllr David Young	Report for Minutes	Note
09/01/2019	e-mail	Di Dann	Cover for 2nd April Cley Meeting (GH on leave)	Note
10/01/2019	Letter	NNDC	£117 Refund Planning Application £117	Agenda
	Letter	Brown & Co	£570 half yearly rent in arrears	Agenda
11/01/2019	e-mail	NCC Highways	Confirmation of action required on pot holes and damaged road sign.	Agenda
13/01/2019	e-mail	Malcolm Ward	Invited Mole Contractor to quote for works on Newgate Green	Agenda
15/01/2019	e-mail	Samantha Paul NNDC Planning	The Old Joinery, The Fairstead. PF/18/2076 withdrawn.	Agenda
15/01/2019	e-mail	Runton Parish Council	Passing on my details for grass cutting quote	Agenda
15/01/2019	e-mail	NNDC Planning	Goose Cottage, High Street, erection of single storey rear extension.	Agenda
16/01/2019	e-mail	Cllr David Young	Dark Skies in the Local Plan - to be included in pollution policy in Local Plan.	Note
17/01/2019	e-mail	NNDC Planning	Gladden - The Fairstead, PF/19/0017 front and rear single storey extension	Agenda
17/01/2019	e-mail	Doug Wilks	Site Visit at Goose Cottage	Agenda
17/01/2019	e-mail	Malcolm Ward	Mole Quote Newgate Green - Set up fee £65. First mole free then £10 per mole. 20-30 Telpax traps	Agenda
18/01/2019	Letter	Barclays	Statement	Agenda
18/01/2019	e-mail	NNDC Planning	Demolition of existing gate piers and adjacent flint walls to reposition and re-build.	Agenda
21/01/2019	e-mail	NNDC Election Team	Election Timetable	Agenda
21/01/2019	e-mail	NNDC Election Team	Nomination Papers	Agenda
22/01/2019	e-mail	Runton Parish Council	Passing on grass Contract Contact Information	Agenda
23/01/2019	e-mail	Lynn Shephard	Payroll - Payslip GH	Agenda
24/01/2019	e-mail	Kevin Richardson	Grass Cutting Contractor makes contact with his details	Agenda
24/01/2019	e-mail	NNDC - Planning Policy	North Norfolk Open Space, Sport and Recreation Study	Note / Next Meeting?
24/01/2019	e-mail	Emily Campbell	North Norfolk Open Space, Sport and Recreation Study deadline 8th March	Next Meeting?
24/01/2019	e-mail	Joseph Kenny	Chase on an update with the bins at Beau Rivage	Note
24/01/2019	e-mail	BAHS	Next Talk in Cley Village Hall	Note
24/01/2019	e-mail	Brown & Co	Passing allotment agreement on to correct person	Note
24/01/2019	e-mail	Simon Pegg	Gladden Site Visit	Note
24/01/2019	e-mail	Hayley Whyte Higgins NCC	Recycling Credits - Confirmation of receipt of claim	Note
25/01/2019	e-mail	Ewan Carr	Confirming he will find out correct person to contact regarding the beach toilet	Note
25/01/2019	e-mail	NNDC - Election Team	New link for nomination Papers	Note
25/01/2019	e-mail	NNDC Planning	PF/19/0089 lans west of Holt Road - Demolition of existing Agricultural building	Agenda
Items received after 28th January to be reported to the meeting.				

Appendix C – Financial Statement

CPC Cash Book

8th January	62	101147		£100.80			Brambles Farm	01.11.18 - 30.11.18 Toilet Hire
8th January	63	101149		£115.95			Gemma Harrison	Clerk Salary
8th January	64	101149		£14.99			Gemma Harrison	Clerk Expenses
8th January	65	101148		£21.45			Wave	Water Bill Allotments
8th January	66	101147		£100.80			Brambles Farm	01.12.18 - 31.12.18
8th January	67	101146		£66.00			National Allotment Society	Membership 2019
8th January	68	101150		£44.64	£1,262.01		Indigo Waste	Oct-Dec
15th January	R24			£117	£1,379.01	£1,379.01	Planning application refund	Newgate Green - planning not needed
1st February	R25			£15			Donation	selling tools from Allotments
5th February	69			£245			Village Hall	Playing Field and Play Equipment Donation
5th February	70			£75			Village Hall	Club Room Rental July - Dec
5th February	71			£570			Brown & Co	Allotment 6 months in arrears
5th February	72			£65			Malcolm Ward	Mole Catcher
5th February	73			£166.95			Gemma Harrison	Clerk Salary
						£272.06		
Community Account								
Balance 28th Jan 2019				£1,379.01				
Business Reserve								
Bal at 2nd Jan 2019				£5,107.37				
Interest				£0.00				
Bal at 2nd Jan				£5,107.37				
TOTAL IN BANK				£6,486.38				

Bank Reconciliation - 28th January 2019

Cash Book

Opening Bal at 2nd January £1726.64

ADD Receipts £117

LESS Payments £464.63

ADD Transfers In £0.00

Bal at 28th January 2019 **£1379.01**

Community Account

Bank at 28th January 2019 is £1379.01

Less o/s Cheque no None

£1379.01

Business Reserve

Op Bal at 2nd January 2018 £5,107.37

Less Transfer out £0.00 £5,107.37

Interest £0.00 £5,107.37

TOTAL in BANK £6,486.38