

**Minutes of the Cley Parish Council Meeting**  
**Held at 6.30pm on Thursday 13<sup>th</sup> February 2025 at**

**Cley Village Hall, the Fairstead**

**Attending:** Cllr Holliday (Chairman), Cllr High, Cllr Williamson, Cllr Holman, Cllr Deane and Parish Clerk Gemma Harrison.

8 members of the public were present.

PC Graham Gower-Smith was also present.

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

1.1 Cllr Holliday welcomed everyone to the meeting.

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

2.1 Apologies were received from Cllr Baker and Cllr Allen. Apologies were accepted.

2.2 Cllr Deane and Cllr Baker stated they were members of the Harbour Committee and Cllr High stated he had an interest in Newgate Green.

**3. The minutes of the Parish Council Meeting dated 9<sup>th</sup> January 2025 and the Extraordinary Meeting dated Thursday 30<sup>th</sup> January 2025 to be approved.**

Both sets of minutes were circulated prior to the meeting, they were both PROPOSED as accurate and correct by Cllr Holman and SECONDED by Cllr Williamson and AGREED by all. The minutes were signed by Cllr Holliday.

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

- Newgate Green Works – Clerk to approach the Highway Engineer for the area to see if he is able to help secure a date for the works. **GH**
- Hardship Support – The support fund is now up and running, if you would like to donate to the fund, or require some support then please get in contact with the Parish Clerk.
- Toad Watch – This is now taking place along the Coast Road and Glandford Road. Please keep an eye out for volunteers in the evenings.
- Defib training – This is taking place in the Club Room at 7pm on 6<sup>th</sup> March 2025.

***Public Participation***

*An opportunity for members of the public to ask questions and request to speak on agenda items*

- A resident was concerned that the road outside the bookshop is dipping, this was the section recently closed by Anglian Water. Clerk to contact Anglian Water.
- A member of the public referred to an email sent to the Parish Clerk regarding the parish allotments. There is an allotment meeting taking place on Wednesday 19<sup>th</sup> February whereby the letter will be discussed. The member of the public was invited to attend the allotment meeting.

## **5. Planning**

5.1 The landowner of Woodcock Yard and their architect attended the meeting to share their plans for a development proposal for Woodcock Yard, Cley.

5.2 The proposal is for 4 one bedroom properties and five two bedroom properties located in a court style setting in Woodcock Yard.

5.3 The architect stated that a planning application is likely to be submitted to NNDC in March and therefore CPC will likely be officially consulted on the proposal in April or early May. Cllr Holliday thanked both the applicant and architect for attending the meeting and sharing their plans.

*4 members of public left the meeting.*

5.7 The planning report (circulated prior the meeting) for all planning applications received since the last meeting, namely;

- PF/24/2691 Taylors Barn
- PF/24/2699 Swan Lodge Barn

Was PROPOSED by Cllr Deane and SECONDED by Cllr Holliday and AGREED by all.

5.8 There have been no further applications received since the agenda has been published. It was noted that Forge House was withdrawn.

## **6. Reports**

### **6.1 Receive and Discuss Reports.**

- Police Report – PC Graham Gower- Smith gave his report. The Police have been working with Border Force in order promote *Project Kraken*, this is a multi-agency led operation to raise awareness to suspicious behaviour out at sea. Graham will give leaflets to the Clerk to hand out at the next meeting. Current Police priorities are retail theft and speeding. Graham has done some speed monitoring. The SAM2 data was shared and Graham offered to monitor speed at the Glaven Outfall Sluice and Old Woman’s Lane/Coast Road junction.

A member of the public stated that a number of 30 mph signs have faded or fallen over. Clerk to report to Highways. GH

- County Cllr report was read by the Clerk and can be seen in full at Appendix A.
- District Council Report – Cllr Holliday gave her report which can be seen at Appendix B.
- Allotments – Clerk to arrange a phone call with the representative of the Miss Knott Trust to discuss the outstanding works. Cllrs AGREED a further £250 for hedge cutting which will most likely take place in the autumn due to the upcoming bird nesting season due to start.
- Harbour Report – none.
- Village Hall Report – none.

## 7. Finance

7.1 The combined payments of £1745.27 and receipts of £363.96 were circulated to Cllrs along with the bank reconciliation (see Appendix C) for January. The finance was PROPOSED by Cllr Williamson and SECONDED by Cllr Holman and AGREED by all.

## 8. Correspondence

8.1 Green Lane – Overgrown section in the woodland to be reported to NCC.

8.2 Norfolk Priority Area – Devolution discussions are ongoing.

8.3 Planning Training – further training available if desired. The clerk has circulated the topic areas to Cllrs.

8.4 Pillbox on Anderton Hill – Residents are interested in clearing the pillbox as a community event. A bat survey will be needed and has been arranged. Cllrs

supported the event and stated they will help advertise the working party and supply Hi-Viz jackets if needed. The clerk will update the local resident. GH

## **9. The Quay**

9.1 Cllrs discussed the repair/replacement of gabions on the Quay. The Harbour Committee have offered to help with any improvements. Cllr Deane to approach the Committee to see if they can think of a solution to stop cars parking on the Quay from hitting the gabions. RD

## **10. Toilet on the Beach**

10.1 Unfortunately NWT do not want to put a toilet on the beach. A reminder was made for photos of human excrement to demonstrate need.

## **11. SAM2**

11.1 Cllrs discussed the quote received for a solar attachment for the SAM2. It was AGREED Cllr Deane will carry on as normal for now and the situation will be reviewed again in the future.

## **12. Generous Donation**

12.1 A generous donation has been received of £500. It was AGREED to put the funds towards a second defibrillator for the village. Clerk to organise. GH

## **13. VE/VJ Day**

13.1 The 80<sup>th</sup> anniversary of VE/VJ Day was discussed. It was AGREED to hold a street party on Saturday 10<sup>th</sup> May. The Clerk to ask the Village Hall Committee if they would support a Street Party on the Fairstead. If the Village Hall were supportive then the Clerk will arrange the road closure. It was AGREED the Clerk will order a VE Day Flag. GH

## **14. World War Heritage Walk Leaflet**

14.1 Cllrs AGREED that a World War focused Heritage Walk for Cley would be a wonderful idea. Clerk to approach residents to see if they would be interested in leading on the project. GH

## **15. Glandford Road Wall**

15.1 Cllrs discussed the recent wall damage at the junction of Bridgefoot Lane and Glandford Road caused by sugar beet lorries. Cllrs AGREED that the verge opposite which be removed in line with Highway recommendations. Clerk to inform NCC Highways so they can carry out the work. It was noted that a National Lottery Heritage Grant could be applied for to repair the wall which is part of the historical harbour wall. GH

## **16. Items to be included on the Next Agenda**

16.1 Bus Shelter, project list, Marsh Footpath, VE Day. Hilltop Footpath.

## **17. Time and Date of Next Meeting; Thursday 13<sup>th</sup> March 6.30pm in Cley Village Hall.**

**Meeting ended 20.05**

### Appendix A – NCC Report

#### **Get hands-on with technology at your local library**

DigiFest, an annual celebration of digital creativity in Norfolk libraries, returns in February. With free events for children and young people aged up to 16, DigiFest forms part of Norfolk County Council's digital inclusion strategy and aims to inspire the next generation of coders and creators.

Get hands-on with robots, learn coding skills, create animated short films and fabulous 3D designs - there is something to inspire everyone!

Activities run throughout February, with many falling in half-term week. Suitable for complete beginners and tech enthusiasts alike, all activities are free but most require pre-booking.

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#### IF YOU'RE HAVING A CLEAR OUT?

If you're having a clear out at home, don't forget the Reuse Shops at Norfolk's recycling centres are great places to donate your unwanted household items (or unwanted Christmas gifts).

You could pick up an amazing bargain too. Whether you want golf clubs, a mirror, furniture or toys, the Reuse Shops are packed full of unwanted treasures waiting for a new home, plus a proportion of the money from sales goes to charity – what's not to love!

Remember – there is no need to book to visit the reuse shops – but if you want to get rid of some waste at the recycling centre at the same time then you do need to book. It's free of charge and there are plenty of slots every day across all our sites. [Book online](#) on the Norfolk County Council [website](#)

#### **Norfolk County Council begins path to new powers and funding through devolution from Government.**

Norfolk Conservative County councillors have backed a bid to secure new powers and funding to benefit Norfolk.

The full county council discussed and then the cabinet agreed to apply to be part of the Government's priority programme for devolution.

The Government wants to extend devolution of powers and funding, plus local government reform, across England. It invited councils to express an interest in being part of the first phase, by January 10th.

Ministers want to see a devolution deal covering Norfolk and Suffolk, with an elected mayor. They also want "two tier" areas like Norfolk - where responsibility for key services is split between county and district councils - to replace existing councils with unitary authorities.

If Norfolk joins the priority programme, proposals would be developed for a mayoral combined authority, covering Norfolk and Suffolk. This would include powers and funding for strategic planning, housing, transport and skills. Elections for a Norfolk and Suffolk mayor could then take place in May 2026.

#### **Norfolk set to receive highest highways maintenance allocation in the region**

Norfolk is set to receive more than £56 million for highways maintenance this year.

Funding for every local authority across England today can be used throughout 2025/6 on the roads are in most need of repair, and to deliver immediate fixes for communities across Norfolk.

This comes just a few weeks after Norfolk took the top spot for the second year in a row in the National Highways and Transport (NHT) survey on roads and transport. People from across the county gave Norfolk the highest (above average) score in satisfaction with the condition of the highways.

More than 5,300 potholes have been fixed across Norfolk since April this year and of those 99% were repaired by our contractors within the agreed response times. If you see a pothole - don't assume someone else has reported it. Let us know by completing our online form: [www.norfolk.gov.uk/potholes](http://www.norfolk.gov.uk/potholes)

#### **Investment and enhancements lead to increased passenger satisfaction on Norfolk's buses**

A recent independent survey through Transport Focus found that overall bus passenger satisfaction in Norfolk has increased by 6% with 87% of passengers satisfied with their journey. That puts Norfolk

above the England average of 83%. Norfolk improved in all areas of satisfaction with the biggest improvements being in punctuality and value for money.

Transport Focus is an independent consumer organisation representing the interests of bus passengers across England outside of London. The surveys measure actual passenger experience and provide robust metrics for measuring bus service targets.

Meanwhile the number of people choosing to use the bus continues to grow with almost 7m passenger journeys for the second quarter of the year (May, June, July). That's a 12% increase compared to the same quarter last year.

The improvements are now set to continue with Norfolk County Council being awarded another £15.9m from Government last month to spend in 2025/26. The funding is a mix of capital and revenue and the council is now working with the Enhanced Partnership and stakeholders to decide where the money should be spent.

### **Rollout of new fleet of fire and rescue vehicles to continue into 2025**

Four additional tactical response vehicles have rolled into Norfolk as the latest additions as part of a multi-million pound investment by Norfolk County Council to modernise the fire and rescue fleet. The four Toyota Hilux 4x4s enable firefighters to quickly attend isolated locations and deal with emergencies in spate weather conditions.

At a cost of £175,000, the new fully equipped TRV vehicles, complete with misting units, will be located at Reepham, Acle, Downham Market and North Walsham early in the New Year. They will join the fleet of TRVs already in service at Cromer, Sandringham, Wymondham, Diss and Gorleston, plus a Land Rover at Thetford.

The investment in TRVs is the latest move to provide specialist equipment for Norfolk and comes in addition to the recent £7 million investment of 22 new fire appliances for Norfolk, which replace an ageing fleet that had come of the end of its working life.

Hitting the road over the last 18 months, the new type B Angloco vehicles are now on fire stations at Carrow, Earlham, Sprowston, Dereham, Kings Lynn, Thetford, Great Yarmouth, Hethersett, Attleborough, Wymondham, Diss, Stalham, Aylsham, North Walsham, Holt, Cromer, Fakenham, Downham Market, Watton and Long Stratton. Two others are also in service assisting with training and duty cover. This month, the completion of the project means the final ones have now gone to their home stations.

New wildfire personal protective equipment was recently introduced to enable firefighters the right protection but in a more lightweight form when dealing with intense fires in the hot summer.

Further investment in fleet and equipment, to ensure crews have the best possible resources for all the types of emergencies they face, will be coming into service within the next two years. This includes plans for updated vans for the service's nine hydrant and area technicians, to enable them to have reliable vehicles which contain all they need when out on site.

Appendix B – NNDC Report

## **Dc report Feb 2025**

From NNDC

### 'Planning

A Building Safety Levy comes in force in September. This levy applies to residential projects of more than 10 units or HMOs, requiring building

control approval. Developers are paying into a mitigation fund for addressing safety defects.

### Benefits

A revised Council Tax Support scheme has come into force. The changes include a flat rate non-dependent deduction of £10 for each adult, the removal of the weekly disregard, and a reduction to one month for the time support can be backdated.

Times for housing benefit and council tax support claims are amongst the fastest in Norfolk.

Discretionary Housing Payments are still available to help with rent arrears, rent deposits or moving house and rent shortfall. Over £90k has been awarded so far for 24/25.

The Financial Inclusion team continues to help with support, generating £1,5 mill of missed benefits so far in 24/25. Attendance Allowance and Personal Independence Allowance are the major awards.

We have £100k to disburse to low-income families in household support. Social Prescribing continues to help with financial advice, budgeting, social isolation, and the risk of homelessness.

The Benefits Calculator is available on NNDC's website [www.north-norfolk.gov.uk/benefits/calculator](http://www.north-norfolk.gov.uk/benefits/calculator). This will show you if you are eligible for any benefits, and links directly to Anglian Water where you can claim the social tariff on your water bill.

Do get in touch if you have any questions regarding any benefits issues.

### Housing

There were 2256 households on the housing list end of January. The greatest need is for one-bedroom properties but the greatest shortage of properties is in the larger properties.

As of 31st January 2025, there were 207 open homelessness cases. The most common triggers of homelessness are still end of private tenancy, families or friends no longer able to accommodate, and domestic abuse. There were 65 households in Temporary Accommodation, of which NNDC owns 25 units.

More than 550 new affordable homes should be delivered over the next few years.

YTD we have spent over £1 mill on housing adaptations including installation of stair lifts and level access showers.

Do get in touch if you have any questions regarding any housing issues.

### Finance

Savings of £1.8 mill have been identified for the 25/26 budget.

### Estates

The new public toilets at Albert Street car park will open the end of February.



### Sustainable Growth

An additional £400k of UK Shared Prosperity funding will be available for 25/26. This will support businesses and communities in North Norfolk. Holt is one of three possible options for a new M&S store in Norfolk.'

### Devolution and local government reform

Norfolk has been accepted as one of the fast-track counties for devolution and local government reform. Devolution involves the creation of a new mayoral authority, with some powers handed down by central government, and local government reform the creation of combined county and district councils called unitary authorities. There will be some efficiencies of scale but we have to make absolutely sure the local voice is not lost.

### New Holt Library drop in

Holt library have started a new drop in, on the second Tuesday of each month, 10.30-12. This is an opportunity to speak with the Alzheimer's Society, HealthWatch Norfolk, Norfolk Community Law Service and Age Concern North Norfolk

## Appendix C – Bank Reconciliation

### **Cley Parish Council**

3 February 2025 (2024-2025)

Prepared by:

Approved by: Date:

Date:

*Name and Role (Clerk/RFO etc)*

*Name and Role (RFO/Chair of Finance etc)*

### **Bank Reconciliation at 31/01/2025**

Cash in Hand 01/04/2024 13,972.63

#### **ADD**

Receipts 01/04/2024 - 31/01/2025 28,260.55  
42,233.18

#### **SUBTRACT**

Payments 01/04/2024 - 31/01/2025 21,278.83

**A Cash in Hand 31/01/2025 20,954.35**

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/01/2025 0.00

Community Account 1 31/01/2025 5,781.62

Business Premium Account 31/01/2025 5,253.65

Community Account 2 31/01/2025 9,919.08

**20,954.35**

#### **B**

Less unrepresented payments

Plus unrepresented receipts

**Adjusted Bank Balance 20,954.35**

20,954.35

**A = B Checks out OK**