

Minutes of the Cley Parish Meeting
Held at 6.30pm on Thursday 9th October 2025 in
Cley Village Hall, the Fairstead

Attending: Cllr Holliday (Chair), Cllr Allen (Vice Chair), Cllr High, Cllr Deane, Cllr Holman and Parish Clerk Gemma Harrison.

5 members of the public were present.

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

1.1 Cllr Williamson and Cllr Baker sent their apologies (due to illness). Both apologies were accepted.

1.2 County Cllr Eric Vardy also sent his apologies.

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

2.1 Cllr High declared an interest in Newgate Green.

3. The minutes of the Parish Council Meeting dated 11th September 2025 to be approved.

3.1 The minutes were circulated prior to the meeting; they were PROPOSED as accurate and correct by Cllr Deane and SECONDED by Cllr High and AGREED by all.

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

4.1 None.

5. Reports

5.1 Police Report - None

5.2 The County Cllr Report was circulated ahead of the meeting and can be seen at Appendix A.

5.3 The District Council Report can be seen at Appendix B.

5.4 Allotment Report – It's been a busy month for the allotments as it is the annual renewal, all but two tenants have paid their rent. It was noted how productive the allotments were looking.

5.5 Harbour Report – The Carols on the Quay will take place on 6th December.

5.6 Village Hall Report – Will Gee gave his report. A sub-committee has been set up to replace the play equipment. The Christmas Fair is On 6th December.

Public Participation

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

- *Traffic Cones – A member of the public raised concerns about traffic cones which have been placed near to her property. The resident was keen to have the corner of The Fairstead free to allow dropping off and picking up. It was AGREED the cones would remain in situ, but the resident was given permission to move them back to allow for easy access for drop offs when needed.*

6. Planning

6.1 The planning application PF/25/0779 Woodcock Yard was discussed. Cllrs considered the access onto Holt Road dangerous. There is no footpath from the site into the village this would therefore create a site which is divorced from the rest of the village. It was noted that the housing being offered is not affordable, the development offered no public benefit. It was AGREED by all Cllrs present to OBJECT to the proposals. Clerk to respond to NNDC. **GH**

6.2 It was noted that the planning application for Swan Barn has been approved.

6.3 Cooks Marsh has been signed off by building control, EA has signed off the sewage package plant. The fence around the garden is considered permitted development. The developer is producing a landscape plan. Residents are concerned by the sewage treatment plant and are keen to volunteer to undertake water testing. Cllr Deane will lead on this initiative. **RD**

7. Finance

7.1 The payments (£2595.88), receipts (£12,814), and bank reconciliation (Appendix C) for September were circulated at the meeting. The finance was PROPOSED by Cllr Holliday and SECONDED by Cllr Allen and AGREED by all.

7.2 The insurance renewal for CPC was discussed and the new rate of £802.45 was PROPOSED by Cllr Holman and SECONDED by Cllr High and AGREED by all.

8. Correspondence

8.1 Traffic Cones – the cones will be removed at the end of October. It was noted that there needs to be only two cones outside Zetland House and the house next to Bowling Green requires a cone. It was noted that the cones at The George have worked well.

8.2 Newgate Green – the dangerous parking reported on Newgate Green has improved.

8.3 Town Yard Resurfacing – Town Yard will be re-surfaced next year, and the large pothole previously reported has now been filled.

8.4 Toad Watch – The Clerk is arranging training which will take place in the New Year. Clerk to get quotes for toad signage and add to next month's agenda for discussion. GH

9. Asset of Community Value – Allotments

9.1 The Parish Council discussed registering the allotments as an asset of community value and the benefits it would bring. Cllrs and tenants and keen to protect the allotments going forward and would welcome the opportunity to purchase the site in the event that it is put on the market. Cllr Allen PROPOSED that an application is made to NNDC to register the allotments as an asset of community value, the motion was SECONDED by Cllr Deane and AGREED by all. Clerk to make an application to NNDC. GH

10. Electric Charging

10.1 CPC discussed whether they should reinvestigate progressing a project to install EV charging in the parish. It was noted that there was no funding at NCC, but Cllrs were keen to explore what opportunities there were. It was AGREED that if EV charging was installed it should be done with no cost to CPC.

10.2 Cllr Deane AGREED to set up a working group with interested stakeholders to explore what opportunities there were and then bring back any proposal to the Parish Council for discussion. RD

11. Community Support Fund (CSF)

11.1 It was noted that there was no response to the recent GVN article asking for donations. Clerk to investigate grant funding streams.

12. Policies

12.1 The revised complaints policy was circulated prior to the meeting and was AGREED to adopt by all present. Clerk to add to the Parish website. GH

12.2 The new IT policy was circulated prior to the meeting and was AGREED by all. Clerk to add to the Parish website. GH

13. Bus Shelters

13.1 It was AGREED to apply to NCC for a seat in the Newgate Green bus shelter. GH

13.2 The recent correspondence regarding a new Bus Shelter on the Coast Road was discussed. Cllrs stated that a new shelter would be visually intrusive. It was suggested that a bench could work. Clerk to liaise with the Highways Engineer to gain consent and liaise with NWT. GH

Cllr High left the meeting at 19.32

14. To consider a resolution (Under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public to discuss confidential matters; namely -

- **A personnel matter – staffing**

14.1 Cllrs all AGREED the above resolution.

14.2 An interview took place for the replacement of the Parish Clerk. It was AGREED to defer the decision on the appointment for Clerk to November's meeting. The decision is dependent on the 2026/27 CPC budget which is being discussed at November's meeting.

15. Time and Date of Next Meeting; Parish Council Meeting Thursday 13th November 6.30pm in Cley Village Hall.

The Meeting Ended at 20.16

Appendix A – NCC Report

Over £34 Million secured to transform transport across Norfolk

Norfolk County Council has secured more than £34 million in new government funding to enhance local transport infrastructure and planning over the next four years.

The Department for Transport (DfT) has confirmed that Norfolk will receive £32.5 million in capital funding and an additional £2.1 million in resource funding through the Government's Local Transport Grant (LTG) programme.

This funding is a significant boost for Norfolk. It enables us to press ahead with vital improvements while also strengthening our in-house capacity to plan and deliver the projects that matter most to local communities that support our Local Transport Plan. From greener travel options to safer streets, this investment gives us the tools to build a transport network that's fit for the future.

The dual funding stream will support both the delivery of physical infrastructure and the capacity to plan, develop and manage projects, helping Norfolk address key priorities such as reducing congestion, improving accessibility, enhancing public transport, and promoting sustainable travel.

The capital funding provides the opportunity to deliver on-the-ground improvements such as:

- **New and upgraded active travel infrastructure**
- **Enhancements to public transport services**
- **Improved accessibility for all users**

Meanwhile, the resource funding will ensure the council has the expertise and capacity to deliver these projects efficiently and effectively, ensuring best value for residents.

Norwich Castle Keep reopens following £27m redevelopment

Norwich Castle Keep reopened to visitors following a comprehensive five-year redevelopment project that introduced new accessibility features alongside new galleries and interpretive displays.

Funded by £12 million from Norfolk County Council and over £13 million from the National Lottery Heritage Fund, all five floors of the newly named People's Palace were opened to the public for the first time ever.

The Grade I listed castle, originally commissioned by William the Conqueror 900 years ago and completed by his son Henry I in 1121, retained its historic significance while embracing modern improvements.

A new light-filled atrium adjacent to the Keep was unveiled in the first phase of the redevelopment in July 2024. Visitors also benefited from a new café, gift shop, and additional toilet facilities to enhance the visitor experience.

Importantly, a lift was installed to provide full wheelchair accessibility throughout the Keep, allowing access from the basement all the way up to the battlements, where visitors could enjoy panoramic views

- **Repton Property delivers £1 million dividend**
- Repton Property Developments, Norfolk County Council's wholly-owned property development company, has announced a £1 million dividend to the county council after a successful 2024/25 financial year.
- This follows a £735,000 dividend paid out last year, bringing the total returned to the authority to over £1.7 million in just two years.
- Established in July 2017, Repton was created with the aim of unlocking the value of underutilised council-owned land and buildings, while generating financial returns to ease the pressure on the public purse.
- Since its inception, Repton has focused on building high-quality and environmentally conscious housing developments across Norfolk.
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- **Norfolk plan submitted to Government**
- The Government is being urged to back plans for better services, local decision making and bigger savings, by replacing Norfolk's eight councils with one.
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- Norfolk County Council's cabinet has agreed to submit a business case which details how a single council for Norfolk would save £39.8 million per year and deliver the biggest benefits. The decision came after the case was discussed by full council, earlier today (25 September).
- The Government wants to have fewer councils, known as unitary authorities, which run all services in their area. It has asked existing councils to submit detailed proposals by 26 September.
- County council leader, Councillor Kay Mason Billig said: "You've told us you want value for money and the best council services for all our communities.
- "Having one council for all of Norfolk - instead of splitting things up, two or three ways - is the best way of achieving that.
- "One council would make your money go further, which means more to support services. Only by having one council would enough savings be delivered to give future councillors choices on where to set the level of Council Tax. Having more than one council would cost significantly more and make this virtually impossible.
- "Under one council, it doesn't matter whether you live in Norwich or in a rural area or in a town, there is no postcode lottery - everyone is treated equally. I believe one council would be strong where it counts and local where it matters."
- Norfolk currently has a county council and seven district councils. This means that, wherever you live, you will have some services provided by the county council (such as social care and highways) and some by a district council (such as waste collection and planning).
- Norfolk County Council has proposed one new council, South Norfolk District Council proposed two and the remaining six district councils proposed three.
- The county council's business case highlights a range of key benefits of having one council, including:

- Saving £39.8 million per year, compared to the current eight councils - money that can be invested in improving services
- Removing duplication and joining up services that are currently divided between councils, such as adult social services and housing
- A focus on meeting local needs, by setting priorities at neighbourhood area committees, closer working with town and parish councils and voluntary groups and delivering services through integrated neighbourhood teams
- Avoiding the risk of splitting up crucial, county-wide services such as adult social care, children's services and highways
- Being in a strong position to boost Norfolk's economy, by having a plan for the whole county
- The report says: "The outcome of our comprehensive options appraisal is clear that the best option for Norfolk is a single unitary council. A single unitary council for the whole of Norfolk is the only option that fully meets the Government's criteria, ensures a robust, forward-looking model for Norfolk's future, generates the most savings, has the lowest transition costs and will deliver better outcomes for communities."
- The Government is due to consult the public on different council options this autumn, before making a final decision, expected in spring next year.

Appendix B – NNDC Report

From NNDC

‘Members voted for the three Unitary Council model for Local Government Reform, each proposed council will be c 300k residents. We would be in the East Norfolk Council. Norfolk County Council is proposing one Unitary of c 900k. The Government will decide on the outcome.

Planning

It is anticipated the Inspector will move to finalise the few changes in the new Local Plan. This needs to be signed off by the Planning Inspectorate. Hopefully NNDC will be in a position to adopt by the end of the year.

This means NNDC can now demonstrate a 7.3-year supply of housing land. This gives the council greater control over where and how new homes are built.

Coastal

Work has begun to remove the Japanese knotweed from the clifftops at Overstrand. Discussions are taking place with Weybourne residents as to how to proceed should coastal erosion and flooding impact houses and the car park.

Benefits

In 25/26 NNDC has been allocated £103k for discretionary housing payments of which 37% has been allocated to 42 households. This supports tenancies, those facing homelessness and to stay in the community.

There were 2140 households in the housing list at the end of July. The greatest demand is for one bedroom properties but there are 232 households waiting for 4 beds+. 24 households were assessed as homeless. The most common triggers remain loss of private tenancy, domestic abuse and households no longer being able to stay with friends and family. As of end July there were 54 households in temporary accommodation of which NNDC has 28 units.

Financial Inclusion and Social Prescribing have been combined to form an Early Help and Prevention Service. Social prescribing does cover financial support but is moving towards housing, mental health and relief of isolation. The Financial Inclusion team helps with accessing benefits - the most common attendance allowance, PIP and housing benefit.

The allocation from Government for Disabled Housing adaptation is almost £1.8mill for 25/26. Bathroom adaptations, ramps and stairlifts are the most common adaptations but doors can be widened, kitchens modified etc.

Do come forward if you would like more information about any of this help which is available.

NNDC continues to receive referrals from the NNUH for patients who have been admitted with falls or frailty. The support offered empowers residents to

Appendix C – Bank Reconciliation

Cley Parish Council

5 October 2025 (2025-2026)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/09/2025

Cash in Hand 01/04/2025 18,169.76

ADD

Receipts 01/04/2025 - 30/09/2025 32,737.43

50,907.19

SUBTRACT

Payments 01/04/2025 - 30/09/2025 15,014.70

A Cash in Hand 30/09/2025 35,892.49

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 30/09/2025 0.00

Community Account 1 30/09/2025 18,097.62

Business Premium Account 30/09/2025 6,311.83

Community Account 2 30/09/2025 13,713.51

38,122.96

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 35,892.49

212.50

35,679.99

2,442.97

A = B Checks out OK