

Minutes of the Cley Parish Meeting
Held at 6.30pm on Thursday 10th July 2025 in
Cley Village Hall, the Fairstead

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

4 members of the public were present.

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

1.1 Apologies were received by Cllr Allen and Cllr Baker. Both apologies were accepted.

1.2 County Cllr Eric Vardy 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 Deane stated he was a member of the Harbour Committee and Cllr High stated he had an interest in Newgate Green.

3. The minutes of the Parish Council Meeting dated 12th June 2025 to be approved.

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

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

- Emergency Planning Pilot – this has now been completed.
- It was noted that the handrail on the coastal footpath behind Zetland House has now been installed.

5. Reports

5.1 Receive and Discuss Reports.

- Police Report - None.
- County Cllr Report- Circulated prior to the meeting.
- District Report – Cllr Holliday gave her report which can be seen at Appendix A.
- Harbour Report – Simon Read gave his report. Cley Harbour Day is on 10th August 5pm – late.
- Allotment Report – Invoices will be going out next month.
- Village Hall Report – The Committee are still waiting for the confirmed date for the audio upgrade. The drain work has been completed. The AGM will be taking place in September.

Public Participation

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

- A member of the public asked about whether the traffic cones were going to be placed in the village again this summer. The clerk will ask Sanders Coaches for a donation. GH
- A member of the public gave an update on the Church Regenerate Project; the PCC are hoping to start the first stage of the project in January.
- The reduced visibility on Newgate Green was discussed, it was AGREED for the Clerk to put the item on the agenda for the next meeting, for further discussion. GH

6. Planning

6.1 To agree the planning applications received since the last meeting namely;

- RV/25/1017 White Cottage - It was AGREED to put in a holding objection; Cllrs would like to add a planning condition asking that the Cley Code of Construction Practice is added to the construction management statement.
- PF/24/1949 – No comments.
- The Clerk will ensure the latest Code of Construction Practice is on the parish website. GH
- It was noted that a site visit will be held to look at the Lamberts Cottage planning application, comments will be submitted under delegated powers and reported to the September meeting. ALL

6.2 The Government Consultation on the changes proposed for District Councils was circulated prior to the meeting. Cllrs stated they had concerns about the proposals, there would be less scrutiny, and the process would be less democratic. It was AGREED for the Clerk to submit a response, on the Cllrs behalf, reflecting their views. GH

6.4 It was noted that that a French Drain has been installed around the building on Cooks Marsh. A septic tank will be installed in the marsh which caused concerns for Cllrs. The clerk will write to NNDC building control and the EA to raise concerns. GH

7. Finance

7.1 The payments (£2490.52), receipts (£2077.20), and bank reconciliation (Appendix B) for June were circulated prior to the meeting. It was noted that the VAT Return (£975.46) for 24/25 was received.

7.2 The finance was PROPOSED by Cllr Deane and SECONDED by Cllr Holman and AGREED by all.

7.3 The Clerk confirmed that currently the Council was within their agreed budget, the full budget figures will be circulated ahead of September's meeting.

7.4 It was noted that the BT phone box must continue as a phone box due to poor mobile phone coverage in the area, therefore an alternative location needs to be found for the new defibrillator. Cllr Deane will ask the owners of the George whether they already have a defib and if not whether we could attach our defib to their building or have it in their garden. **RD**

7.5 It was AGREED to spend £280 on the Cley website refresh, it was noted that funds would come from the engagement section in the budget. It was AGREED to train Cllr holliday on how to use the website. **GH/VH**

7.6 The revised quote from NCC for Newgate Green works is £12,315.98 and the Parish Council are expected to find £6157.99 for the project. Clerk to promote the Gofundme page which has already been created for the project. It was suggested to put a sign on the green with a QR code on it asking for donations. The Clerk will also look at grant funding opportunities such as FIPL and the wind farm. The clerk will go back to NCC and ask for more details regarding the specification and see if there is an opportunity to reduce the price. **GH**

8. Correspondence

8.1 It was noted that Natural England are looking for volunteers to record Toadlets, anyone interested must contact Natural England directly.

8.2 The water leak on the footpath from the Coast Road has been fixed.

8.3 It was noted that a new NCC Parish Partnership Scheme has been launched with the deadline of 1st December 2025. It was AGREED to get the current Newgate Green works completed first before applying for a new scheme.

8.4 It was noted that new NCC bus shelter funding has been launched, Cllrs requested a seat in the bus shelter at Newgate Green and a new bus stop on Lime Kiln. The clerk will apply for the funding for the bench and speak with Sander's Coaches and NCC on whether a new bus stop could be created at Lime Kiln. **GH**

9. Cley Allotments

9.1 UKPN have been in touch and confirmed that the clearance around the electricity pole is their responsibility, they will arrange for the work to be done later this month.

9.2 The summer allotment social is due to take place on 2nd August 2025. The Clerk will do an allotment poster to advertise the event. **GH**

10. VJ Day 80

10.1 Thanks were extended to the Church for the use of the Church field. It was noted that Cllr Allen will arrange for a barrel of beer to be delivered to the event, Cllr Holliday will organise the wine. Volunteers are needed to put out tables and bunting. A VJ Day exhibition will be available in the Church. **RA/VH/ALL**

11. Local Government Reorganisation (LGR)

11.1 Cllrs discussed the LGR consultation which has been launched by the District Councils called *Future Norfolk*. Cllrs stated at this time they had no comments to make.

12. Asset Register

12.1 The Asset Register for CPC was circulated prior to the meeting. The bench at Lime Kiln was removed and a tap at the allotments was added. The Asset Register was AGREED by all.

13. Policies

13.1 The Financial Regulations and revised Financial Risk Management Policy were both deferred to September's meeting.

14. Items to be included on the Next Agenda.

14.1 Policies, Newgate Green, Defib, allotments, Budget.

15. Time and Date of Next Meeting; Parish Council Meeting Thursday 11th September 6.30pm in Cley Village Hall.

The Meeting ended 19.58

Appendix A

Dc Report July

From NNDC

'Democratic Services

The Town & Parish Council Forum will restart in the autumn, This is an opportunity for T&PCllrs and clerks to engage with NNDC officers.

Coast

NNDC will be working with local communities, including Weybourne, to look at ways to better plan for and adapt to coastal erosion. Topics include how/if to transition housing, local facilities, housing inland.

Leisure

Holt Country Park, Pretty Corner and Sadlers Woods have again been awarded Green Flag status which means they meet requirements such as conservation of biodiversity, environmental management and be easily accessed. Cromer, East Runton, Mundesley, Sea Palling, Sheringham and West Runton beaches have all been awarded Blue Flag status which reflects good environmental management and safety standards. There are only 70 Blue Flag sea beaches in England.

Planning

The government wants to combine district and county councils to increase efficiency and save money. Proposals from the current 7 District Norfolk Councils and the County Council are due to government by the end of September and a decision expected early 26. There is a consultation running till 1st August on the NNDC website <https://www.futurenorfolk.com/have-your-say>

The new Local Plan will be going out again for public consultation for six weeks in August-September. The additional site allocation to the west of Langham Road in Blakeney is still being put forward, as is Weybourne as a small growth village. This consultation will be the final opportunity to have a say on Planning Policy in North Norfolk for the foreseeable future, so I encourage you to participate.

There will no longer be funding for the development of Neighbourhood Plans which is unfortunate.

Benefits

Don't forget we have just over £100k to help residents with tenancies and homelessness. Do get in touch if this money would be helpful.

There are 2123 households on the housing list: 22% have the most urgent need. Homelessness is still a problem with 46 accepted as homeless April to June. The majority move into social housing.

There were 59 households in temporary accommodation as of June 30th. NNDC has 27 units of temporary accommodation and is purchasing 6 more as they are far more acceptable than nightly bed and breakfast.

£255k has been spent on housing adaptations to improve accessibility of homes. Typical works are adaptations to showers, widening of doorways for a wheelchair or the installation of a stairlift.

There will be further funding for insulation, low carbon heating and solar panels for qualifying households.

If you have any questions regarding benefits or housing, please do get in touch.

Environment and waste

Food waste collection will start autumn 2026, depending on the delivery of the new food waste vehicles.

There appears to have been an uptick in missed bin collections- please contact me if you are having any issues.

Finance

The final outturn for 24-25 is a £622k surplus. This change from the previously predicted loss is due to improved income, and reduced employee and supplies and services budgets.

A small grants scheme has been established this summer for street and town centre support, 'North Norfolk High streets Matter'. Fakenham is one of the recipients.

There is a consultation on street trading.'

Anglian Water

Sewage overflows in our area in 2025 to date are only 1.5 hrs and only in Melton. Additional phosphorous removal schemes to improve water quality will be installed at treatment centres on chalk streams, including Langham. Additional nitrogen removal is being added in certain treatment works- I think the closest is Briston. Water pressure is a problem in some places. This needs to be reported to AW on a case-by-case basis so they can investigate and amend. The contact number is 0800771881.

Digital switchover

By January 2027 your current landline phone calls will be made digitally over the broadband network instead of the old copper lines. Unlike landlines, digital phone calls won't work in a power cut (whilst mobiles do). If you want to keep your landline just as it is that is possible but you have to let BT know on 08001234150 as soon as possible to get the help you need. Also, if you don't have a mobile for power cuts, need support with a Telecare device or would like some advice on how to deal with this switchover, please do contact BT or get in touch with me.

GP out of hours provision at Fakenham

I am hoping to meet with the OOH provider to ascertain why there seems no weekend out of hours cover in Fakenham. At the moment the closest OOH base is in North Walsham which is a long drive if you're poorly.

Appendix B

Cley Parish Council

2 July 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 02/07/2025

Cash in Hand 01/04/2025 18,169.76

ADD

Receipts 01/04/2025 - 02/07/2025 14,627.69
32,797.45

SUBTRACT

Payments 01/04/2025 - 02/07/2025 5,198.49

A Cash in Hand 02/07/2025 27,598.96

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 02/07/2025 0.00

Community Account 1 02/07/2025 9,867.59

Business Premium Account 02/07/2025 6,290.95

Community Account 2 02/07/2025 11,606.42

27,764.96

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 27,598.96

27,598.96

166.00

A = B Checks out OK