

Minutes of the Cley Parish Council Meeting
Held at 6.30pm on Thursday 13th March 2025 at
Cley Village Hall, the Fairstead

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

7 members of the public were present.

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

1.1 Cllr Holliday welcomed everyone to the meeting.

1.2 Apologies have been received from Cllr Richard Deane and Cllr Richard Allen. Both apologies were accepted.

1.3 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 registered an interest in Newgate Green.

3. The minutes of the Parish Council Meeting dated 13th February to be approved.

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

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

- Newgate Green Works – The Clerk shared the email received from NCC Highways with the Parish Council. It was noted that the contractors were hoping to bring some additional soil to site. Cllrs requested a site visit with the contractors to agree the details regarding raising the level of the ground and the gradient of the slope. The Clerk will arrange a site visit with NCC contractors and will write to nearby neighbours to remind them of the planned works. GH

Public Participation

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

- A member of the public attended the meeting to answer any questions Cllrs may have on the CL/25/0288 planning application.

- A member of the public stated that a tree located on the bottom of east loke (on Hilltop), required some work, and requested permission from CPC. The tree sits within a Public Footpath and therefore consent would be needed from Norfolk County Council. The Clerk will share details of the NCC Officer with those hoping to carry out the work. GH

5. Planning

5.1 To agree the planning report (circulated prior the meeting) for all planning applications received since the last meeting, namely;

- CL/25/0288 - Cley-next-the-Sea - The Hanger & Barn Drift, Old Woman's Lane
- PF/25/0054 - Cley-next-the-Sea - Wrights Yard Cottage, Wrights Yard, Cley-next-the-sea.

5.2 It was AGREED to amend the planning report for PF/25/0054 to remove the holding objection and respond with no objection providing there is a planning condition placed on any consent granted to plant alongside the new fence. It was noted that Cllrs were disappointed to learn that the hedge had already received permission to be taken down.

5.3 The report with the above amendment was PROPOSED by Cllr Holman and SECONDED by Cllr Williamson and AGREED by all. Clerk to submit planning responses to NNDC. GH

5.2 No further planning applications have been received since the agenda has been published.

6. Reports

6.1 Receive and Discuss Reports.

- Police Report – PC Graham Gower-Smith will be carrying out speed checks over the coming weeks.
- County Report – None
- District Report – Full report available at Appendix A. Clerk to put a link on the parish website for the Devolution consultation and the consultation on the future of health services in Norfolk and Waveney. GH
- Allotments –The Clerk summarised the minutes from the recent allotment meeting, which can be found in full on the parish website.
- Harbour Report - None.
- Village Hall Report – The hedge has now been cut. There will be a working party arranged to tidy up some of the overgrown areas around the car park. There are

ongoing issues with the heating (noise and timing issues) which the committee is working hard to resolve.

7. Finance

7.1 The payments (£2585.82), receipts (£1200.04) and the bank reconciliation (Appendix B) for February, were circulated prior to the meeting. The finance was PROPOSED by Cllr Holliday and SECONDED by Cllr High and AGREED by all. The Clerk stated that a year end reconciliation will be done at the end of March and the budget added onto next month's meeting for review. GH

7.2 The quote for the new defibrillator was circulated prior to the meeting. It was felt that this was too expensive to proceed with and as such the Clerk will find further quotes for comparison. Clerk to add onto next month's agenda. GH

7.3 The NALC quote received for annual support for CPC for 2025/26 is £166.66. This was PROPOSED by Cllr Holman and SECONDED by Cllr Williamson and AGREED by all. Clerk to arrange payment. GH

8. Correspondence

8.1 Local Plan Hearings. Hearings are being held to discuss the new site allocations. It was noted the nearest new allocation to Cley was in Blakeney.

8.2 Emergency Planning Pilot. Clerk to add to next month's agenda. It was suggested a database should be created to identify the skills of residents which could be utilised in an emergency. The database can be shared with the flood wardens. GH

8.3 Pillbox – Cllrs welcomed the news that the pillbox is going to be restored.

9. Devolution / Local Government Review

9.1 The Devolution Consultation was discussed. Cllrs raised concerns about there being no local representation, they thought economic development may be improved but social outcomes will not be improved. Cllrs were unsure about local government services and thought that there would be a negative impact with the local natural environment and local communities. Clerk to issue a response reflecting these views. GH

9.2 Cllrs discussed the Local Government Review (LGR). Cllrs were keen to see a local base for residents to access. Cllrs supported the three-council unitary proposal. Clerk to draft a response and share with Cllrs prior to submitting. GH

10. VE/VJ Day 80

10.1 Cllrs discussed the VE/VJ Day celebrations. It was noted that VJ Day was an important event and should be commemorated separately to VE Day. It was AGREED to hold a VJ Day event in the Church Field (providing the Church support the proposal) on Saturday 16th August 2pm – 5pm. The clerk to discuss the event with the Church and add onto next month's agenda for an update. **GH**

11. FIPL Grant Funding for Heritage Restoration

11.1 Cllrs welcomed the idea of applying for FIPL funding to repair the damaged flint wall on Glanford Road. Ed Stocker to meet with Cllr Deane to discuss the project. The clerk to speak to Cllr Allen to find out who the landowner is. **RD/GH**

12. Bus Shelter

12.1 The future maintenance of the bus shelter on Newgate Green was discussed and whether it could be utilised for any other purpose. It was AGREED that the bus shelter needs a seat. Clerk to ask Charles Sanders whether they have a grant programme available for improvements to the shelter. Clerk to add to next month's agenda. **GH**

12.2 It was noted that the bus stop sign next to the entrance to Beach Road was leaning over, it is rotten at the bottom and needs replacing. Clerk to report to Sanders. **GH**

13. CPC Projects

13.1 The CPC project list was circulated prior to the meeting and can be seen in full on the parish website.

13.2 A member of the public requested that an additional path on NWT land is created as a safe alternative route to walking on the road. The resident will mark the proposed new footpath link on a map and share it with the Clerk.

13.3 It was noted that the repairs to the Artemis steps have been completed. The handrail near Zetland House has still not been done. Clerk to chase. **GH**

13.4 It was AGREED that the CPC project list be discussed quarterly at meetings.

14. Footpaths

14.1 The footpath on the triangle of marsh by Artemis was discussed, to open up the footpath the reeds will need to be cut regularly. Cllr Holman to arrange a site visit with a local contractor to get a price on how much this would cost. **JH**

14.2 Public Footpath No.15 was discussed, and it was noted the surface has been badly damaged by diggers (heavy machinery) working on a nearby property. The footpath needs

to be repaired to make it safe and useable. The clerk will contact the landowner to ask for the repair work to be carried out sooner rather than later. GH

15. Cley Litter Pick

15.1 The next Cley litter pick will take place on Friday 11th April 10am – 12pm. Clerk to do poster and book the litter picks from NNDC. GH

16. Newgate Green

16.1 The future maintenance of Newgate Green was discussed, including mole hills, verge erosion and ditch clearance. It was AGREED that the Clerk get some quotes for mole clearance and bring back to next month's meeting for approval. GH

16.2 The verge erosion by the bus stop was discussed. Three wooden bollards are required to stop parked vehicles. It was AGREED for the Clerk to get prices and plan showing locations for approval at next month's meeting. GH

16.3 The ditch clearance was discussed. It was thought the drain under the road is blocked and requires clearing. Cllr Allen and Cllr High to meet with a local contractor to discuss. GH

17. Items to be included on the Next Agenda

17.1 Budget, VJ Day, Newgate Green, Defib, allotments, maintenance of the Curloo (community toilet).

18. Time and Date of Next Meeting: Thursday 10th April 6.30pm in Cley Village Hall.

Meeting ended 20.01

Appendix A

From NNDC

Benefits

Discretionary Housing Payments are still available to help with rent arrears, rent deposits or moving house and rent shortfall. Over £94k has been awarded so far for 24/25. Single working age households form the majority of those helped.

The Financial Inclusion team continues to help with support, generating £2 mill of missed benefits so far in 24/25. Attendance Allowance, Pension Credit and Personal Independence Allowance are the major awards. Do come forward if we can help.

We have delivered £100k to low income families in household support.

Social Prescribing continues to help with financial advice, benefits and mental health.

The Benefits Calculator is available on NNDC's website 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 2210 households on the housing list at the end of February. The greatest need is for one-bedroom properties but the greatest shortage of properties is in the larger properties.

As of the end of February 2025 there were 247 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 67 households in Temporary Accommodation, of which NNDC owns 25 units, and will be purchasing another four with government funding.

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

YTD we have spent over £1.3m 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

Currently the budget forecast for 24/25 is a small surplus, as a result of improved income and employee and supply and services budgets. Savings of £1.8 mill have been identified for the 25/26 budget.

The second home Council Tax premium from April will be spent on providing more housing. We appreciate that this premium is not welcomed by all but the funds will be put to very good use helping ease our homelessness crisis.

Estates

The new public toilets at Albert Street car park should be opening very soon.

Sustainable Growth

Additional 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.

Net zero

NNDC has partnered with MakeMyHouseGreen to provide residents with a discount of £500 on solar panel installation. MakeMyHouseGreen uses vetted local installers but it's still recommended you get three quotes before making a decision. There's more information on <https://www.north-norfolk.gov.uk/news/2025/february/the-council-has-partnered-with-makemyhousegreen-to-provide-residents-with-discounts-on-solar-panels/>

NNDC is working with 5 UEA final year students to research the carbon value of our assets and offsetting opportunities and local authority best practice.

Customer service

Average call wait times into NNDC are 3mins 5secs. In February, 30% customer contacts were via online forms.'

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. There's a consultation on the Mayoral Authority open till April 13th, check out <https://www.gov.uk/government/consultations/norfolk-and-suffolk-devolution/norfolk-and-suffolk-devolution-consultation#:~:text=It%20is%20proposed%20that%20a,and%20Suffolk%20Combined%20County%20Authority>.

Blakeney Surgery

It's expected the new medicines dispensing machine at Blakeney Village Hall will be operational end of May/June . There will be a secure postbox to leave scripts for repeat prescriptions.

New flood risk maps from Environment Agency

The Environment Agency has updated its National Flood Risk Assessment which shows current and future risks from sea, river and surface flooding at the postcode level: <https://www.gov.uk/check-long-term-flood-risk>

There are also updated erosion predictions <https://www.gov.uk/check-coastal-erosion-management-in-your-area>

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.'

Consultation on the Future of Health Services in Norfolk & Waveney

The Health board is carrying out a survey on the future of health services in Norfolk & Waveney, specifically the GP out of hours service, the walk- in centre in Norwich and the vulnerable adults service in Norwich. They are proposing cutting GP out of hours and reducing the hours of the walk in centre and diverting some money to general practices. One suggestion for vulnerable adult support is to provide care in the community across Norfolk rather than Norwich.

Do let the ICB know what you think as it's important!

<https://improvinglivesnw.org.uk/changes-to-services-in-norfolk-and-waveney/>

Appendix B – Bank Reconciliation

Cley Parish Council

3 March 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 03/03/2025

Cash in Hand 01/04/2024 13,972.63

ADD

Receipts 01/04/2024 - 03/03/2025 29,460.59

43,433.22

SUBTRACT

Payments 01/04/2024 - 03/03/2025 23,925.08

A Cash in Hand 03/03/2025 19,508.14

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 03/03/2025 0.00

Community Account 1 03/03/2025 4,431.18

Business Premium Account 03/03/2025 5,253.65

Community Account 2 03/02/2025 9,738.31

19,423.14

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 19,508.14

85.00

19,423.14

A = B Checks out OK