

CLEY PARISH COUNCIL

Minutes of the Cley Parish Council Virtual Meeting held on Tuesday 6th April at 6.30 p.m. via Zoom

Attending: Cllr Holliday, Cllr Allen, Cllr Meadows, Cllr Williamson, Cllr Holman, Cllr Baker and Parish Clerk Gemma Harrison.

There were 8 members of the public present.

1. Welcome and to Consider Apologies and Reasons for Absence

1.1 Cllr Allen welcomed everyone to the meeting, due to Cllr Holliday putting herself forward as a District Cllr candidate in the forthcoming election, Cllr Allen chaired the meeting.

1.2 No apologies received.

2. To receive declarations of interest and requests for dispensations by Councillors in any of the Agenda items listed.

2.1 Cllr Baker declared an interest in the Planning Application for Droxford and therefore will not be taking part in discussion on this item.

3. The Minutes of the Parish Council Meeting held on 2nd March to be approved.

3.1 Cllr Baker noted that the Toilet on the Beach was missed off the April Agenda, the Clerk apologised and confirmed it would be added to May's meeting. The Minutes were PROPOSED as accurate and correct by Cllr Meadows and SECONDED by Cllr Holman and AGREED by all.

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

4.1 Clerk to write to NWT, Duncan Baker MP, EA and the Leader of NNDC regarding the need for a Toilet on Cley Beach. GH

5. Guest Speaker - A representative from the Environment Agency

5.1 The EA were unable to send a representative but instead sent a detailed report updating on the works which have been taking place in Cley. The Clerk read the report which can be seen in full at Appendix A.

5.2 Clerk to write to EA regarding Wiveton Stone Bridge. Clerk to draft a response and send to Cllrs for approval prior to sending. GH

6. Receive and Discuss Reports

6.1 Police – No report received.

6.2 District – No report received.

6.3 County – No report received.

6.4 Allotments – Report circulated to Cllrs prior to the meeting. It was noted that the boundary fence between the Playing Fields and the allotments requires repairing.

6.5 Electric Charging Report – It was AGREED to incorporate the proposal of installing electric charging points into the Traffic Management Consultation. Cllr Allen noted his concerns regarding ongoing costs to the Parish Council. A questionnaire to residents to establish potential use will go some way to help CPC correctly budget for use. **GH**

7. Planning

7.1 PF/21/0730 George and Dragon Hotel. The application was discussed, and concerns were raised regarding the proposed fixed pergola which Cllrs felt would be unattractive as a permanent feature. The George is positioned in a sensitive area of the village and the proposal is large and out of character for the area. Some Cllrs noted that they were having difficulty accessing the details off the NNDC website and as such it was AGREED to defer the item to next months meeting. Clerk to raise initial concerns but ask for an extension to allow all Cllrs the opportunity to view the plans. **GH**

7.2 PF/21/0406 Droxford. Cllrs were concerned about the front of the building, which they felt was out of character, concerns were raised with regards lighting, the glazing style is very different and Cllrs were concerned with the impact the proposal would have on the street and on neighbours. Residents living adjacent to Droxford spoke against the proposal and the impact the proposal would have on their property. The architect for the client spoke in favour of the proposal stating they had tried hard to be sympathetic with the design. All Cllrs voted to OBJECT to the planning proposal, apart from Cllr Baker who abstained from the vote. **GH**

8. Town Yard

8.1 No further update for the meeting, Clerk has chased Highways for a response.

9. Community Speed watch

9.1 Cllr Holliday updated everyone on the ongoing training of the Speed watch volunteers, the group starts officially next week. Cllr Holliday thanked Cllr Meadows for agreeing to lead on the Community Speed Watch group. **CM**

10. Hilltop Working Party

10.1 It was AGREED that the next Hilltop Working Party date will be on 21st May 2021, dates in July and September TBC.

11. Trees

11.1 It was AGREED the Clerk should investigate what costs are associated for planting trees under the NCC campaign for 1 million trees for Norfolk. Provided costs are minimal trees could be planted at the Figure of 8 and in the allotment hedges. GH

12. Correspondence received

12.1 The Clerk updated Cllrs on the latest correspondence with Victory Housing, who have AGREED to put in writing the previous agreement with CPC to offer all of their houses as a shared ownership option for local people before offering them for sale on the open market. Clerk to invite a representative from Victory to attend the next meeting. GH

13. Financial Matters

13.1 The Financial Report was circulated prior to the meeting, Cllr Holliday PROPOSED the report and Cllr Williamson SECONDED the report which was AGREED by all. The report can be seen on the website and the reconciliation at Appendix B.

14. Fairer Funding Review

14. The clerks proposed draft response was circulated prior to the meeting. Cllrs all AGREED to submit the Clerks response. GH

15. Purchasing the Phone Box from BT

15.1 Cllrs AGREED to buy the red phone box located in the village from BT for £1 and to convert it into a small Tourist Information / Parish Council hub. Cllr Allen stated he would approach a local resident, who had previously painted the phone box, to see if they would be willing to paint it again. GH

16. Armed Forces Pledge

16.1 Currently on hold. Cllr Holliday to ask NALC for an update on legalities.

Public Participation

Cllr Allen on behalf of CPC would like to thank the two litter pickers in the parish who are doing a brilliant job, keeping Cley litter free.

A member of the public stated that the bund previously discussed with EA did need to be removed and that they objected to the George application, stating that a marquee would look a lot better than a permanent structure.

17. Items for inclusion for the next meeting.

17.1 Flagship, toilet on the beach.

Ended 19.37

Appendix A – EA Report

Cley Boardwalk:

The vegetation within the marsh has been cleared as part of the water vole mitigation, ready for the realignment of the ditch. The ditch should be realigned this week, depending on the weather and subsequent ground conditions. The alignment of the boardwalk has been set out along the wall using blue posts. We have had on site meetings with representatives from Cley Harbour to agree the route of the boardwalk at the windmill end of the boardwalk. The work is planned to finish by the end of April.

Glaven Outfall Bank Footpath Repairs:

This work is almost complete. The final section at Artemis Café and the steps towards the road, will be completed after the boardwalk has been completed. This is to ensure that the new path is not damaged by tracking machines up and over the flood defence into the marsh.

Grass Cutting:

Our grass cutting for the 2021 calendar year has commenced and I have attached our grass cutting factsheets for more information about our grass cutting regimes.

Reed Cutting:

We have met with the landowner and the reed cutters on the western side of the River Glaven to reassure them regarding access to the reed bed. We are working with them to agree the best way forward for all parties.

Cley Tidal Gates De-silt:

The tidal gates have recently been de-silted to allow them to operate correctly. They will be due for their next de-silt around September 2021.

Cley Catchwater De-silt:

We have been working closely with contractors to work out the best way forward to de-silt the channel between Cley Catchwater Sluice (Beach Road) and the River Glaven (just downstream of the tidal gates). We were led to believe that this would be done by the same amphibious plant that de-silts the tidal gates, however, unfortunately this is not the case. We now have to apply for a new assent from Natural England to allow us to complete this de-silt. Please be assured that we are aware that the work needs doing.

Glaven Outfall Sluice:

The primary purpose of the Glaven Outfall Sluice is as a water level control structure, as opposed to a flood defence structure. It is currently operational in an emergency situation. We have completed minor repairs to the asset to allow this to happen, however we are still working on resolving the long term future of this asset. In the meantime, our main method for controlling the water levels on the Blakeney Freshes will be to operate the two penstocks at the downstream end of the Cley-Blakeney Drain. Landowners within Blakeney Freshes are also able to work together and operate their privately owned structures within the marsh to help manage the water levels to the required levels.

Other concerns:

It has recently been brought to my attention that during vegetation clearance works for the boardwalk a few years ago, a bund was created within the marsh. I understand that there is concern among some people in Cley that this bund infilled part of an existing channel. The Environment Agency would never intentionally infill a channel. I have looked at options available to us for removing the bund to rectify the perceived issues. Unfortunately due to the length of time the bund has been in place, and knowing that there are water voles present in the area, we are unable to remove the bund as part of the ongoing boardwalk project. To remove the bund there would need to be water vole mitigation measures in place and the window has been missed for these measures this year. We will look into this issue future and if required, complete the work at a more suitable time of the year.

Please do pass on any questions that people might have and I will do my best to answer them. And please do share my contact details: 020302 55399 or Hannah.borrett@environment-agency.gov.uk and our team contact details 020302 55460 or apnorfolk@environment-agency.gov.uk with anyone who would like to get in touch with regards to flood risk concerns and I will do my best to help them. For non-flood risk issues, I would suggest that people can contact our general enquiries team: 03708 506 506 or enquiries@environment-agency.gov.uk and they will be passed through to the right team.

Appendix B – Bank Reconciliation

Cley Parish Council

5 April 2021 (2021-2022)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 06/04/2021		
Cash in Hand 01/04/2021		
ADD		
Receipts 01/04/2021 - 06/04/2021	11,663.21	A
SUBTRACT	494.63	
Payments 01/04/2021 - 06/04/2021		
Cash in Hand 06/04/2021 (per Cash Book)		
12,157.84		
619.48		
11,538.36		
Cash in hand per Bank Statements	0.00	B
Less unrepresented payments	2,215.67	
Plus unrepresented receipts	5,121.64	
Adjusted Bank Balance	4,325.90	
11,663.21		
619.48		
11,538.36		
494.63		
11,043.73		
A = B Checks out O		

Petty Cash 05/04/2021 Community Account 2 05/04/2021 Business Premium Account 05/04/2021 Community Account 1 05/04/2021