

Minutes of the Annual Cley Parish Council Meeting
Which followed the Annual Parish Meeting at 6.30pm
on Thursday 1st May 2025 at
Cley Village Hall, the Fairstead.

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

County Cllr Eric Vardy was also present. 5 members of the public were present.

1. Election of Chairman for the following year. Chairman to sign declaration of office.

1.1 Cllr Williamson PROPOSED Cllr Holliday as Chairman for the year 25/26, this was SECONDED BY Cllr High and AGREED by all. Cllr Holliday signed the Declaration of Office.

2. Election of Vice- Chairman for the following year. Vice Chairman to sign declaration of office.

2.1 Cllr Williamson PROPOSED Cllr Allen as Vice – Chairman for 24/25, this was SECONDED by Cllr High and AGREED by all. Cllr Allen was not present to sign the Declaration of Office, Cllr Allen will sign the Declaration prior to the June Meeting.

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

3.1 Cllr Deane and Cllr Baker are both members of the Harbour Committee. Cllr High declared an interest in Newgate Green. All interests were noted.

4. Minutes of the Parish Council meeting held on 10th April to be approved.

4.1 The minutes were PROPOSED as accurate and correct by Cllr Deane and SECONDED by Cllr Williamson and AGREED by all. The minutes were signed by the Chair.

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

- **Cley Curloo** – Cllrs AGREED a spend of £100 for redecorating the toilet.
- **Allotment Pop Up Café** - £758 was raised at the recent pop-up Café which was held to raise money for the Cley Allotments. Cllrs extended thanks to all the volunteers who took part or donated.

6. Reports

6.1 Receive and Discuss Reports.

- Police Report – PC Graham Gower-Smith has agreed to add Cley Beach to his patrols. Cllrs are keen to extend the swimming zone. Improved signage is required which states no fishing allowed in the swimming zone. Clerk to add to the June Agenda. GH
- County Councillor Report - Cllr Eric Vardy gave his report which can be seen at Appendix A.

- District Cllr Report – Cllr Victoria Holliday gave her report which can be seen at Appendix B.
- Allotments - the tap is now fixed; the next risk assessment is due at the end of the month. It was noted that NNDC have suggested hedge cutting every 2 years.
- Harbour Report - None
- Village Hall Report – The report was given by Will Gee. The committee are still waiting for the audio proposal to come through and are continuing to look at the challenges with remotely controlling the heating system.

Public Participation

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

None.

7. Planning

7.1 To agree the April Planning Report (circulated prior to the meeting) namely PF/25/0663 3 Maisons Bienvenues. The report was PROPOSED by Cllr Richard Deane and SECONDED by Cllr Holliday and AGREED by all. Clerk to respond. GH

7.2 Clerk to report any planning applications which have been received since the agenda has been published. None.

8. Finance

8.1 The payments (£1956.54), receipts (£1164.50), and bank reconciliation (Appendix C) for the month of April were circulated prior to the meeting. The financial statement was PROPOSED by Cllr Holliday and SECONDED by Cllr High and AGREED by all.

9. General Power of Competence (GPC)

9.1 The Clerk reminded everyone what GPC is. Cllr Williamson PROPOSED the adoption of GPC for the financial year 2025/26. This was SECONDED by Cllr Deane and AGREED by all.

10. Correspondence

10.1 NNDC Planning Training – The Clerk has circulated the dates to Cllrs.

10.2 Update on Nurdles – this was covered in the District Report above.

10.3 NALC Nominations – e-mail circulated to Cllrs.

10.4 Salthouse FP1 – it was noted the footpath was overgrown again and that it has been reported to NCC who will arrange for it to be cleared.

10.5 Norfolk Nature Recovery Consultation – It was AGREED to delegate the consultation to the Clerk to complete. GH

11. Newgate Green

11.1 A meeting was held with NCC Highways to discuss the specification of the works on Newgate Green, they have gone away to supply a new price for the works. Clerk to remind

NCC that they had previously stated that they would provide any additional soil themselves. It was suggested that wooden edging could be used in front of the houses, with the excess soil being used on the far side to create the desired slope. Clerk to report back to Cllrs on whether the above is possible. **GH**

12. Emergency Planning

12.1 The Parish Clerk met with the Holt Fire Service Watch Manager at Holt to discuss wildfire prevention in Cley. Sharing information with residents was considered helpful, for example dampening down fences or removing flammable boundaries such as wooden fences if a wild fire is nearby.

12.2 A member of the public suggested that heather is particularly bad for wildfires due to the large surface area. It was AGREED to arrange for a member of the Fire Service to give a talk to CPC on wildfire prevention. **GH/VH**

13. VE/VJ Day

13.1 The VE Day street party is planned for 10th May 2pm – 5pm. It was AGREED for CPC to pay £2

00 towards refreshments on the day.

13.2 VJ Day 16th August 2pm – 5pm. It was AGREED CPC will pay £200 towards refreshments. A volunteer team needs to be set up for VJ Day. **GH**

14. Proposed Road Closure – Holt Road

14.1 The proposed road closure on Holt Road was discussed. Cllrs are not happy with the proposed daytime closure and have stated they would prefer an evening closure; this is due to the impact on local businesses. Any closure would have to be finished by 10pm so not to disturb the nearby residents. Suggested times were 5pm – 10pm over a 2-3 day period. The works must not impact Half Term, if they cannot be completed prior to Half Term they must take place later in the year. Clerk to report back to NCC Highways. **GH**

15. Bus Shelter

15.1 The recent NCC grant funding email regarding bus shelter improvements was discussed. It was AGREED that the Clerk should apply for a bench for the existing bus shelter on Newgate Green. Money should also be sought to tidy up the verge, bollards and signage. Clerk to arrange for the signs to be printed as agreed at the last meeting. **GH**

16. Items to be included on the Next Agenda

16.1 Clean village gates, VJ day party, Fire Service Talk, swimming posts/ beach patrol update.

17. Time and Date of Next Meeting; Thursday 12th June 6.30pm in Cley Village Hall.

19.52 meeting ended

Appendix A

MAY COUNTY COUNCILLOR REPORT

Removing illegal and dangerous goods from sale among successes of Trading Standards team in Norfolk

Successes including tackling tobacco and alcohol sales to children and removing dangerous electrical items from sale have been highlighted in a report detailing the work done by Norfolk's Trading Standards team to keep consumers safe across the county over the last year.

"Whether it's getting counterfeit vapes removed from sale, tackling unsafe electricals which can increase fire risk or ensuring pubs are serving full measures, the work of our Trading Standards officers over the last year has made a real difference to public safety both in Norfolk and beyond," said Norfolk's Chief Fire Officer Ceri Sumner, whose fire service remit includes Trading Standards. Over the last year, Norfolk County Council's Trading Standards team has:

- Led a project across Eastern England to examine the safety of lithium-ion batteries and chargers sold online, resulting in the removal of 1,813 unsafe items from an online marketplace. More than half of the items test-purchased were found to be unsafe, risking electric shock, fire or explosion
- Concluded eight formal investigations relating to shops selling vapes to minors, illegal tobacco and vapes and rogue tradespeople. This work resulted in five prosecutions
- Worked with partners including police and local councils to address the problem of illegal vapes, obtaining closure orders from the courts where traders persist in selling illegal vapes or selling to minors
- Calibrated more than 25,000 pieces of equipment and verified weighing and measuring instruments for local, national and international businesses- generating income which has been invested back into the vital consumer safety work of Trading Standards
- Sought to protect people from fraud, scams and rogue traders by raising awareness, working with vulnerable people and introducing more No Cold Calling Zones
- Maintained the Trusted Trader Scheme so that Norfolk's residents can find reliable and trustworthy tradespeople, supporting the local economy to add revenue of £555k between April and December 2024
- Undertaken a sampling project to check that restaurants are correctly following allergen procedures, so that consumers are not put at risk of undeclared allergens, such as peanuts, in their meals
- Removed from sale unroadworthy cars and children's toys which failed consumer safety checks, including flammability tests

As well as the above they have also dealt with animal disease outbreaks in recent month, including the blue tongue virus and avian flu outbreaks.

Norfolk County Council's Trading Standards team works very closely with a range of partners, including colleagues in Norfolk Fire & Rescue Service. Increased collaboration over the last two years has seen fire investigators and TS officers work together to identify products which have caused house fires and drive forward work to get them removed from sale. They have also partnered on

battery safety and electric blanket safety sessions for the public and the joint work was highlighted as a shining example of safety collaboration by The Office of Product Safety and Standards.

Due to a national shortage of qualified Trading Standards officers, apprentices have been recruited in two cohorts over recent years, in 2022 and 2024, ensuring that Norfolk will continue to have experts not just now and into the future to fulfil the council's statutory duties.

Building on this work, Trading Standards bosses submitted their service plan for 2025-2026 for approval by Norfolk County Council's Cabinet on 7 April.

It's highlighting the key areas for the year ahead, focusing on:

- Responding to business and consumer vulnerabilities
- Environmental protection, ensuring: businesses are supported to comply with new green legislative requirements, and the service operates in a manner to support the council's net-zero ambitions
- Investment in our workforce to develop a resilient service able to respond to a continually developing legal landscape
- Development of our service in response to the Food Standards Agency's new Food Standards Delivery Model
- Continued integration with Norfolk Fire and Rescue Service to realise improved services for businesses and communities and inhouse efficiencies
- Development of our commercial services and chargeable activities: increasing our income, primarily through our calibration and chargeable business advice functions to reduce our reliance on grant funding. This will include relocation of our Calibration Centre and the implementation of a webshop to increase calibration business and efficiency

Health visitors for under-fives

If you're a parent or carer of a child under five, health visitors offer children and families routine health and development reviews, as well as additional support when needed. The service offers contacts:

- Antenatally when you are expecting a baby
- By the time your baby is two weeks old
- When your baby is six to eight weeks old
- By your child's first birthday
- By the time your child is two-and-a-half years old

Health visitors can also advise on your child's behaviour, sleep, feeding, toileting, preparing for school, and emotional wellbeing.

To find out more, visit the website or call Just One Norfolk on **0300 300 0123**.

Appendix B

DC Report May 2025

Feedback requested on Holt Country Park and Pretty Coner

NNDC would like to know your views on local NNDC woodland such as Holt Country Park and Pretty Corner Woods. There's a survey on the NNDC website <https://www.north-norfolk.gov.uk/news/2025/may/let-us-know-your-thoughts-about-our-woodland-sites/>

Local government reform

The government has responded to Norfolk District Council's joint proposal to reorganise local government in Norfolk. This is for three unitary councils (ie merged county and district) centred around Norwich, Great Yarmouth and Kings Lynn. NNDC will be holding a further round of community briefing sessions to hear the views of the community. The advantages of three unitaries is that the local voice is better heard.; however there will be less savings realised. Meanwhile, Norfolk County Council is promoting a single unitary for Norfolk, which they feel is better value for money and preserves the statutory functions of social services, children's care etc. There will be much debate over the next month or so.

Local Nature Recovery Strategy public consultation

Norfolk County Council is consulting on the Norfolk Local Nature Recovery Strategy. This outlines the priority species and habitats for Norfolk and the measures that could be taken to restore and enhance what we already have to create new spaces. The consultation runs till June 11th and can be found on norfolk.gov.uk (search for nature strategy consultation).

Blakeney Surgery

It's expected the new medicines dispensing machine at Blakeney Village Hall will be operational end of May/June with the surgery closing in July. For the first few weeks of the Pharmabox's operation there will be a member of staff 9-12 to help with queries. There will be a secure postbox to leave scripts for repeat prescriptions. There is the facility for contactless payment at the Box. You will be asked if collecting meds from Blakeney in May to say where you would like to collect going forward (Kelling or Melton) or if you want to go to another pharmacy or by post. If your medications are fridge items or controlled drugs you will need to make other arrangements with the surgery as they will not be stocked in the Pharmabox. There is some capacity in the home delivery service - requests will be assessed by a GP.

Norfolk and Suffolk Foundation Trust Recovery College

NSFT (our mental health trust) provides free online or classroom course on managing mental well-being and living with mental health issues. Phone 0300 303 4419 or email RecoveryOnline@nsft.nhs.uk or Google NSFT Recovery College.

Appendix C

Cley Parish Council

29 April 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 29/04/2025

Cash in Hand 01/04/2025 18,169.76

ADD

Receipts 01/04/2025 - 29/04/2025 1,174.28

19,344.04

SUBTRACT

Payments 01/04/2025 - 29/04/2025 397.54

A Cash in Hand 29/04/2025 18,946.50

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 29/04/2025 0.00

Community Account 1 29/04/2025 1,851.15

Business Premium Account 29/04/2025 6,272.23

Community Account 2 29/04/2025 10,823.12

18,946.50

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 18,946.50

18,946.50

A = B Checks out OK