

**Minutes of the Cley Parish Council Meeting**  
**Held at 6.30pm on Thursday 9<sup>th</sup> November 2023 at**  
**Cley Village Hall, the Fairstead**

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

7 members of the public present.

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

1.1 Cllr Holliday welcomed everyone to the meeting.

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

2.1 Cllr Tim Baker has given his apologies along with County Cllr Eric Vardy. Apologies were accepted.

2.2 Cllr High declared an interest in Newgate Green.

**3. Police Report**

3.1 PC Graham Gower Smith attended the meeting and gave his report. Graham stated that the Police have been dealing with youth and anti-social behaviour. There was no report of any anti-social behavior on either bonfire night or Halloween in North Norfolk. Rural crime has increased slightly and so residents should remain vigilant. Cllr Holliday asked for speed bikes and vans to be used in Holt Road if available. Cllr Deane will download the SAM2 data and share it with the Clerk who will collate and share it with the Police. **RD/ GH**

*Graham Gower-Smith left the meeting.*

**4. Guest Speaker: To receive an update from Consultant Tim Schofield on the future Arcady proposals.**

4.1 Mr Schofield gave an update on the replacement dwelling for Arcady. Mr Schofield stated the new dwelling would have more familiar features such as gables and a pitched roof to fit in with the local street scene. The intention is to greatly reduce the scale and mass viewpoint from the Green and the south, significantly scaling back the building from these locations. The new dwelling will be of modern design, using James

Henman, an architect from Fakenham. A meeting will be taking place with NNDC in the next couple of weeks. With that in mind the proposal is for designs to be shown at the next Cley Parish Council meeting on 14<sup>th</sup> December. Plans will be left with comment books to allow residents to view plans and leave their comments.

*Tim Schofield left the meeting.*

## **5. Minutes of the Parish Council meeting held on 12<sup>th</sup> October 2023 to be approved.**

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

## **5. Matters Arising on the Minutes (for information only and not included on the Agenda).**

- Asbestos on the track to barn on the marsh needs reporting. GH
- Police Budget not at public consultation, Clerk to circulate when ready. GH
- Hedges and speeding on Old Woman's Lane Clerk to raise with Tony Pointer. GH

## **6. Reports**

### **6.1 Receive and Discuss Reports.**

- County Cllr Report can be seen in full at Appendix A
- Cllr Holliday gave the District Report and confirmed that Anglian Water will be coming to the next Cley Parish Council meeting in December to discuss the recent sewer discharge, residents will have the opportunity to put their questions to Anglian Water. It was noted that emergency phones will be removed from the beach from 2025. It was also noted that Cllr Eric Vardy has attended a meeting about the proposed Wash Barrier and is working on establishing credentials for the scheme.
- It was reported to the council that the wall on Bridgefoot Lane and Glanford Road (where the reflector posts were installed) has been damaged again. Clerk to report to Highways. GH

- Allotments – the hedges have been cut and an allotment meeting held whereby the pumpkin judging took place and winners announced.
- Harbour Report – Simon Read gave an update and stated that the permit was progressing quite well and suggested a separate meeting with the Harbour Committee to update the PC on the proposed works. A reminder that Carols on the Quay will take place on 10<sup>th</sup> December.
- Village Hall Report – Chairman of the Village Hall Committee Will Gee gave his report. Successful working party has taken place with 20 volunteers spreading gravel and cutting back overgrown areas and gardening. The Hedges will be cut in the next month. The Christmas Fayre will take place on 2<sup>nd</sup> December. The committee are looking at adult exercise equipment along with other play equipment options for the site.

### ***Public Participation***

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

On 28<sup>th</sup> October the bench at the bottom of Old Woman's Lane was damaged, any information on how it got damaged should be reported to the Clerk. The bench is currently being repaired and will be installed shortly.

## **7. Planning**

7.1 The planning application PF/23/2331 for Clare Cottage was deferred To December's meeting. Clerk to arrange a site visit. **GH**

7.2 CPC to write to Environmental Health, regarding the rubbish down the track to the barn. CPC to write to planning asking for an update and a better understanding of the delay. **GH**

## **8. Finance**

8.1 The payments, receipts, and bank reconciliation for the month of October were circulated at the meeting. The payments of £5323.84 and the receipts of £831.33 were PROPOSED by Cllr Holman and SECONDED by Cllr High and AGREED by all. The Bank Reconciliation can be seen at Appendix B.

8.2 The Budget for 24/25 was shared and discussed. Cllr Allen asked that a thank you letter is written to the Mill to thank them for their dog bin and an offer to contribute towards the costs would be appreciated. Clerk to contact the Mill. **GH**

8.3 The 24/25 Budget was PROPOSED by Cllr Holliday and SECONDED by Cllr Deane and AGREED by all. Clerk to put a copy on the parish website. **GH**

8.4 The Precept for 24/25 will be £13,960 which is £43.29 per Band D property, this was PROPOSED by Cllr Williamson and SECONDED by Cllr High and AGREED by all. Clerk to advise NNDC. **GH**

8.5 Cllr Allen PROPOSED another print run (2000 copies at a cost of £190) of the Heritage Walk leaflets, this was SECONDED by Cllr Deane and AGREED by all. Clerk to order. **GH**

8.5 The installation of a second Defibrillator was discussed. Clerk to contact BT to arrange for the phone to be removed. Clerk to apply for grant funding. It was suggested that a new QR code could be used for donations towards the defib. **GH**

## **9. Correspondence**

9.1 The Clerk is with discussions with the Three Swallows regarding the noise from their Extractor Fan. Cllr Allen suggested contacting the Environmental Health Team at NNDC to ask if they could monitor the noise. **GH**

9.2 Sewage Leak – Anglian Water will be attending the next Parish Council meeting.

9.3 Road Closure February Half Term – objections have been received. Clerk to send information to Simon Read as the proposed closure may interfere with the Harbour Committee's planned dredging works. **GH**

9.4 Planning upskilling event for Cllrs will be held in Wells at 6.30pm at The Maltings on 20<sup>th</sup> November. The clerk has circulated an email for Cllrs to respond directly to NNDC if they wish to attend the event. **ALL**

## **10. Cley Curloo**

10.1 It was AGREED that the Clerk should obtain some quotes for touching up the door and the drier and side wall in the toilet.

10.2 It was AGREED to reduce costs that the toilet should no longer be cleaned on Tuesday's and Thursday's up until the Christmas holidays. It was AGREED that

cleaning will take place 7 days a week during the Christmas holidays. Clerk to send holiday dates to the cleaner. Chris Lubbock to have a look at how the door closes.

GH

#### **11. Newgate Green – Christmas Tree**

11.1 No donation needed at this time. Clerk to add to Decembers Agenda. GH.

#### **12. Loke Working Party**

12.1 The recent working party which took place on Long Stone Loke was well attended. It was noted that one of the volunteers had a reaction to some poison ivy therefore future working parties need to be warned about the risk and advised to wear gloves and goggles. Clerk to adjust the risk assessment. GH

12.2 The next Working Party will take place on Taylors Loke on Saturday 25<sup>th</sup> November 10am – 12.30pm. There isn't as much work as there was on Long Stone Loke, therefore hand tools were advised. Clerk to advertise the Working Party. GH

#### **13. To agree the meeting dates for 2024.**

13.1 The following dates were AGREED by all for CPC meetings in 2024 18<sup>th</sup> January 24, 8<sup>th</sup> Feb, 14<sup>th</sup> March, 11<sup>th</sup> April, 9<sup>th</sup> May, 13<sup>th</sup> June, 11<sup>th</sup> July, 12<sup>th</sup> September, 10<sup>th</sup> October, 14<sup>th</sup> November, 12<sup>th</sup> December. 6.30pm. Clerk to circulate dates to Cllrs and update the website. GH

#### **14. Items to be included on the Next Agenda**

14.1 Neighbourhood Plan, Christmas tree finance, Anglian water, Arcady.

#### **15. Time and Date of Next Meeting; 6.30pm Thursday 14<sup>th</sup> December in Cley Village Hall**

**Meeting ended 19.53**

## Appendix A

### Computer data helps target support to those at risk of a fall

New technology is being used in Norfolk to help prevent people from having falls, prevent hospital admissions and reduce demand on social care and the NHS.

Norfolk County Council is piloting the approach using a computer algorithm that helps to identify those at risk of falling. The council then writes to those people and offers them a range of support, such as assistive technology, help with their mobility or home fire safety checks.

So far, the council has sent out 700 letters and made 530 calls to people at risk, making referrals for 234 individual interventions.

The new technology brings the power to read and analyse millions of lines of social care records to find trends and patterns which it would take many months for any person to do manually. It learns as it goes and through this process it predicts which individuals are at most risk of a fall so the council can approach them and hopefully prevent this happening.

The council has ensured that it is fully compliant with General Data Protection Regulations (GDPR) in implementing the pilot.

We know that prevention is far more effective than cure and, as pressure on services continues to grow, we must look at new ways to support people and reduce demand on our services.

Our falls work is getting a lot of national interest and is a real opportunity to use new technology to improve the lives of our residents.

The support on offer to people includes chair based exercises from the council's Norfolk First Support Service, support from Active Now and help preventing social isolation from Voluntary Norfolk.

The pilot is still in its early stages and the impact of the interventions will be assessed in the coming months. It is hoped that it will be reduce falls, associated hospital admissions, people needing to move into residential care and the size of care packages. This will improve outcomes, support people to live independently for longer and reduce pressures on social care budgets.

One participant said they were very happy with the weekly fitness arranged through Active Now and felt they were getting stronger. Another said they were very pleased with the support provided as they would now be able to access their garden more freely.

The project is part of the £6m Connecting Communities programme, being delivered in Norfolk

### Computer data helps target support to those at risk of a fall

New technology is being used in Norfolk to help prevent people from having falls, prevent hospital admissions and reduce demand on social care and the NHS. Norfolk County Council is piloting the approach using a computer algorithm that helps to identify those at risk of falling. The council then writes to those people and offers them a range of support, such as assistive technology, help with their mobility or home fire safety checks.

So far, the council has sent out 700 letters and made 530 calls to people at risk, making referrals for 234 individual interventions.

The new technology brings the power to read and analyse millions of lines of social care records to find trends and patterns which it would take many months for any person to do manually. It learns as it goes and through this process it predicts which individuals are at most risk of a fall so the council can approach them and hopefully prevent this happening.

The council has ensured that it is fully compliant with General Data Protection Regulations (GDPR) in implementing the pilot.

We know that prevention is far more effective than cure and, as pressure on services continues to grow, we must look at new ways to support people and reduce demand on our services.

Our falls work is getting a lot of national interest and is a real opportunity to use new technology to improve the lives of our residents.

The support on offer to people includes chair based exercises from the council's Norfolk First Support Service, support from Active Now and help preventing social isolation from Voluntary Norfolk.

The pilot is still in its early stages and the impact of the interventions will be assessed in the coming months. It is hoped that it will be reduce falls, associated hospital admissions, people needing to move into residential care and the size of care packages. This will improve outcomes, support people to live independently for longer and reduce pressures on social care budgets.

One participant said they were very happy with the weekly fitness arranged through Active Now and felt they were getting stronger. Another said they were very pleased with the support provided as they would now be able to access their garden more freely.

The project is part of the £6m Connecting Communities programme, being delivered in Norfolk

### **Household Support Fund**

Norfolk County Council is offering extra support to households this winter.

Earlier this year, Norfolk County Council announced it would receive further funding from the Department for Work and Pensions (DWP) to run the Household Support Fund until 31 March 2024. The council is receiving £13.4m from central government and adding an additional £400,000 to make the total programme of support worth £13.8m. It is working closely with district, borough, and city councils, VCSE and public sector partners to identify and implement a range of support measures to meet the needs of vulnerable households.

Since the fund began (October 2021) the impact on Norfolk communities of the fund so far has been significant:

- We have supported over 130,000 households throughout the life of the fund.
- We continue to provide food vouchers for over 30,000 eligible school children.
- We have provided over 17,000 awards through our application-based Client Hardship Service (formally the Norfolk Assistance Scheme) ranging from food support through to providing white goods and winter essentials.
- We have made over 546,000 awards in total through use of the fund across all rounds to date.
- Support has also been provided through our libraries (grab and go bags), the Nourishing Norfolk food hubs (store credit), our district council partners with a range of both proactive and reactive support and by working with our local VCSE community to directly support the most vulnerable Norfolk families.

The DWP's upcoming Household Support Fund Awareness Week (16--22 October) also coincides with the launch date for our Norfolk libraries winter campaign.

As part of the Household Support Fund, all 47 of Norfolk's libraries will be offering free winter support items until the end of March 2024 (while stocks last).

### **New teams launched to support families of children with special educational needs**

Norfolk County Council has launched 15 new school and community teams, aimed at helping schools and families whose children need some extra support with their education.

The teams are part of a £100m of investment in special educational needs and disabilities (SEND) in Norfolk and will work with parents and all of the professionals supporting children's learning, to help make sure children get any extra support they need as early as possible.

It's part of the council's Local First Inclusion programme, which is building on improvements already made in education for children with SEND in Norfolk. The programme aims to get the right support to children and families earlier.

A key element of the programme is to make sure that mainstream schools and early years providers have the help they need to support children with SEND, so that more children can learn in mainstream education alongside other children their age.

The council is also investing in new specialist places for those with the highest needs, so that more children can learn closer to home.

Norfolk's schools and early years educators want to be inclusive and we want to give them and parents the help they need, so that children with SEND in our county can flourish."

Each of the teams will include an early help consultant, team manager, and family and education workers. They will work in a zone made up of about 26 schools and will link closely with schools, pre-schools, nurseries and childminders with termly consultations on the needs of children in their area.

Local First Inclusion is the county council's new six-year programme with more than £100 million of new investment attached to it.



It has working with, and supporting teachers, teaching assistants, and headteachers, at its heart.

Local First Inclusion runs until 2029 and is being funded jointly by the Department for Education and Norfolk County Council.

## **£2,500 grants available for community tree projects**

Norfolk County Council in partnership with Busseys has today launched a grant scheme to help local communities plant new trees and create greener and cleaner areas to live. The scheme is part of the council's one million trees initiative and aims to support tree planting projects across the county and contribute to ambitious net-zero targets.

The Busseys Community Tree Grant has made £10,000 (maximum of £2,500 per application) available to community organisations in Norfolk who are passionate about tree planting.

Applications must be for planting trees that provide a tangible community benefit.

As the Cabinet Member for Environment and Waste, I commented "This collaboration represents a significant step towards enhancing the county's green spaces, nature recovery, and ecosystem. I am thrilled that we are working with the Busseys family and that together we can promote and support tree planting across our picturesque county through this initiative. We all know that money doesn't grow on trees – but this scheme will provide local communities with the money they need to make trees grow! I encourage local communities to develop their plans and apply for this fantastic scheme."

Busseys managing director, Paul Bussey, said: "We have a longstanding commitment to environmental sustainability. Our Tree Planting Initiative, which began in 2007, has allowed us to plant trees for every customer who purchases a vehicle from us or donating to Foodcycle for meals. We are excited to expand this initiative in partnership with Norfolk County Council to further promote greenery, cleaner air, and overall community well-being in Norfolk."

To ensure the success of this project, an application process has been put in place to guarantee that all trees are planted in suitable locations to maximise their survival and provide a meaningful community benefit.

This grant initiative is open to anyone in Norfolk who possesses the necessary land permissions and space to undertake tree planting projects.

Contact Norfolk County Council on  
0344 800 8020 or via web  
[www.norfolk.gov.uk](http://www.norfolk.gov.uk)

## Appendix B

### Cley Parish Council

4 November 2023 (2023-2024)

Prepared by:

Approved by: Date:

Date:

*Name and Role (Clerk/RFO etc)*

*Name and Role (RFO/Chair of Finance etc)*

#### Bank Reconciliation at 19/10/2023

Cash in Hand 01/04/2023 12,959.34

#### ADD

Receipts 01/04/2023 - 19/10/2023 26,330.36

39,289.70

#### SUBTRACT

Payments 01/04/2023 - 19/10/2023 16,699.81

**A Cash in Hand 19/10/2023 22,589.89**

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 19/10/2023 0.00

Community Account 2 19/10/2023 7,784.23

Business Premium Account 19/10/2023 5,157.83

Community Account 1 19/10/2023 11,176.78

**24,118.84**

#### B

Less unrepresented payments

Plus unrepresented receipts

**Adjusted Bank Balance 22,589.89**

58.50

22,531.39

1,587.45

A = B Checks out OK