

# CLEY PARISH COUNCIL

## Minutes of the Cley Parish Council Virtual Meeting held on Tuesday 2nd February 2020 at 6.30 p.m. via PowWowNow

**Attending:** Cllr Holliday (Chairman), Cllr Allen (Vice-Chair), Cllr Meadows, Cllr Williamson, Cllr High, Cllr Holman, Cllr Baker, District Cllr Kershaw 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 District Cllr Karen Ward and County Cllr Sarah Butikofer sent their apologies due to illness.

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

2.1 None received.

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

3.1 Cllr Allen PROPOSED the minutes as accurate and correct and this was SECONDED by Cllr Holliday and AGREED by all.

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

- Swimming signs – NNDC are to send RNLI out to inspect the site.

### **5. Receive and Discuss Reports**

- Police Report - None received.
- District and County Cllr Reports – Cllr Kershaw attended the meeting in Cllr Ward's absence. Cllr Kershaw stated that the hearing for Arcady has been adjourned to allow for the applicants to re-apply for planning permission, once the application has been received the Parish Council will be consulted. Cook's Marsh has been delayed enabling the planning team to seek legal advice, however a decision should be issued in the next couple of days.

Cllr Kershaw confirmed Covid cases have been coming down in North Norfolk. Cllr Kershaw reminded everyone that the Census is happening on March 31<sup>st</sup> and cards

are to be sent out this month. NNDC are on schedule with tree planting, there is an application form on the NNDC website if the Parish Council were minded plant trees. Cllr Holliday asked Cllr Kershaw to pass our thoughts onto Cllr Butikofer.

- Allotments – An allotment report was circulated prior to the meeting. The report stated that several new allotment plots had been let, the bonfires had now been burnt up and the gate to the allotments had been fixed.
- Cley Loo – A report was circulated prior to the meeting. A discussion took place regarding the opening hours of the toilet and whether cleaning should be reduced due to lack of use. It was AGREED by a majority vote to keep the cleaning and opening hours the same but to keep it under review. It was reported that the security light is too sensitive, Cllr Allen to look at the light to see if it can be altered. Cllr Allen is getting an estimate for an extra row of tiles beside the basin to prevent water marks on the wall.
- Traffic Management Plan – The early draft of the Traffic Management Plan was circulated for comments. It was suggested lines should be included outside the Harnser and on the hump outside Cley Hall Barns. Clerk to circulate draft to Cllrs and get to the printers ASAP. GH
- Electric Vehicle Charging Points – Cllr Allen has been working to get a complete price for the proposed works, he will be meeting with a local builder in the next couple of days. It was AGREED that Cley Parish Council should wait and apply to the NNDC Community Funding Grant in May once full costs had been received.
- Newgate Green – Clerk to chase Highways for a start date. GH

## 6. Covid Hardship Fund

6.1 Cllrs discussed providing a Covid hardship fund. The Parish Council would use the grant money received to provide gift vouchers to Tesco. Those residents suffering hardship would contact the Clerk to apply for the voucher scheme. Vouchers would be issued in £25 denominations for as single person and £50 for a family. The fund would be closely monitored and would only be available until the grant funding runs out. Cllr Holliday PROPOSED the grant fund, and this was SECONDED by Cllr Meadows and AGREED by all. GH

## 7. Planning

7.1 To discuss any planning notices received. Violet Cottage will be discussed at the next Parish Council meeting, the Clerk is in the process of arranging a site visit.

7.2 To discuss any decision notices. The following planning applications have been approved since the last meeting.

- Green Hollow Ref. No: PF/20/1852 – Approved.
- Saltmarsh Cottage & Sunset Cottage Town Yard Ref. No: PF/20/1267- Approved.

7.3 It was AGREED that once approved the Dark Skies Policy should be sent out with CPC planning responses.

### **8.To discuss correspondence received.**

8.1 The Clerk updated everyone on the correspondence received about the small area of land at the bottom of Old Woman's Lane. Many Hilltop residents have been in touch stating their concerns over the loss of parking available, many stated that they used this area to park due to the lack of available parking on Hilltop.

8.2 Cllr Holliday stated that The Parish Council's vision is to return the green space at the bottom of Old Woman's Lane to its original state, thereby providing a safe waiting space for children using the school bus. Cllrs recognise the need to give due care and consideration to the safety of school children and are responding to the request for a bench on which to wait, from a parent. As part of this, the verge will be restored. The Parish Council have agreed this vision in principle. The Parish Council have been informed by Highways that there is a maintained unsurfaced road across this land which needs to be unobstructed. Demarcated parking spaces can be provided but need to be away from the children's safe waiting space. CPC will continue to work with Highways in the coming days to ensure the road is unobstructed and any works by the Parish Council meet with Highways approval.

### **9. Financial Matters**

9.1 The cash book was circulated prior to the meeting. The Clerk read the payments out in the meeting. Cllr Meadows PROPOSED the payments and Cllr Holliday SECONDED the payments which were AGREED by all. An extract of the cashbook can be seen at Appendix A. No bank reconciliation was presented this month. GH

9.2 Cllr Meadows suggested getting additional quotes for suppliers for the toilet to ensure we are getting the best value for money. GH

## 10. Beau Rivage Bins

10.1 To agree where the bins should be located on Beau Rivage. Cllrs are going to have a look at the location of the bins and report back to the Clerk. **ALL**

## 11. Dark Skies

11.1 The CPC Dark Skies policy was circulated prior to the meeting. The policy was PROPOSED by Cllr High and SECONDED by Cllr Williamson and AGREED by all. Clerk to add the policy to the website and to circulate with all planning responses. **GH**

## 12. Windfarm Community Funding

12.1 The recent Orsted decision is thought to have little impact on Cley, Cllrs were made aware that there may be traffic issues further down the Coast Road in Kelling. The wind farms are to offer community funding and Cley does have a number of ongoing projects which would benefit from some external environmental funding, such as the electric vehicle charging points in the Village Hall Car Park and the Heritage Walk. Clerk to start drafting project ideas and costs. **GH**

## 13. Sewage Works

13.1 there have been no recent reports of trucks emptying sewage, however the smell has been particularly bad recently especially on damp days and when the wind is south westerly. Clerk to contact Anglian Water and the EA to report the latest problems with regards to smell. The trucks were present throughout the Christmas period which was of concern to Cllrs as hotels and holiday accommodation would have been empty. It was suggested that the Clerk write a letter of concern to the Planning Department as this issue needs to be thought about when new applications are considered for extensions etc. Clerk to add to next month's Agenda. **GH**

(Cllr Baker left the meeting due to a poor phone signal and returned shortly afterwards).

### ***Public Participation***

- A Hilltop resident reiterated their written response on the land at the bottom of Old Woman's lane. They also reported that 2 signposts were down, one by the loker at the post box where the bottom of the post has rotted. Clerk to liaise with Cllr Allen and report to Highways.

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- Another Hilltop resident spoke in favour of keeping the car parking spaces on Old Woman's Lane but accepted there could be a compromise with regards the waiting area.
- A Hilltop resident suggested a wildflower area along the east side of Anterton Hill and Old Woman's Lane as people approach Cley.
- A resident stated they were delighted to hear about the Covid hardship fund and asked that school children were given priority. They also confirmed the smell from the sewage works was terrible and were happy to report this to Anglian Water. Clerk to pass on the phone number. The resident welcomed the dark skies policy and suggested asking residents to sign up to it as a way of creating momentum in the village.
- A resident reported new bollards on Town Yard. Clerk to report to Highways to make them aware. Clerk to add Town Yard to next month's agenda. Clerk to speak to Highways ASAP.
- A resident suggested the Parish look into small business rate relief from NNDC to cover the business rate payments.

#### **14. The Armed Forces Covenant Pledge.**

**14.1** Cllr Meadows PROPOSED that CPC support and sponsor the Covenant Pledge and stated he would like to attend the webinar. The pledge was AGREED by all. It was suggested the pledge should go on the Facebook site and website. GH

#### **15. Items for inclusion on the next agenda.**

15. 1 Tree Planting, electric vehicles charging points, EA, Clerk invite an EA representative along to our meeting. Internal auditor, Town Yard. GH

15.2 It was suggested a message should be displayed on the homepage of our website with the latest Government advice encouraging residents to stay at home.

#### **16. To note the date of the Next Parish Council meeting Tuesday 2nd March 2021.**

**MEETING ENDED 19.45**

## Appendix A

2nd February	85	online	£249.21	Anglian Chemicals	Cley Loo Consumables
2nd February	86	online	£111.00	Ladywell Accountants	Payroll
2nd February	87	online	£397.00	Andrew Holman	Allotment Gate
2nd February	88	online	£409.63	NNDC	Cley loo Business Rates