

## **Minutes of the Cley Parish Council Meeting**

**Held at 6.30pm on Thursday 10<sup>th</sup> April 2025 at**

**Cley Village Hall, the Fairstead**

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

8 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 were received from County Cllr Eric Vardy.

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

2.1 Cllr High lives on Newgate Green and Cllr Deane and Cllr Baker are members of the Harbour Committee.

### **3. The minutes of the Parish Council Meeting dated 13<sup>th</sup> March 2025 to be approved.**

3.1 The minutes were circulated prior to the meeting, they were PROPOSED by Cllr Holman and SECONDED by Cllr Williamson and AGREED by all. The minutes were signed by the Chair.

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

- Newgate Green Works – A meeting has been arranged for 11am on 16<sup>th</sup> April to discuss the planned works with contractors. The Clerk handed Cllr Allen letters to be distributed around the properties adjacent to Newgate Green, advising them of the works. RA/ALL
- Handrail on Coast Footpath – Clerk to ask for a meeting with the NCC Trails Officer on site and copy in County Cllr Eric Vardy. GH
- Opening up of footpath on the marsh (parish land) – Cllr Allen is getting an estimate for the path to be cleared of reeds and will keep the Clerk updated. RA/GH

### ***Public Participation***

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

*Three members of the public requested to speak on planning matters..*

## 5. Planning

5.1 The planning report was circulated prior to the meeting, there were no planning applications received since the last meeting and just one decision received. The report was AGREED by all.

5.2 Cllr Holliday gave an update on the recent works at the Barn on Cooks Marsh. Permission exists to convert the barn to a guest house/hotel under permitted development rights, providing the development does not exceed 150 sq metres. Permission for windows and doors at the end of the building have been granted along with the render and concrete around the outside of the building. It was noted that the ditches have not been cleared. The Parish Council have been advised by residents that the barn has been emptied out and the floor has risen significantly to avoid flooding. Concerns were also expressed about how foul water is going into the sewage system.

CPC has objected and fought against the development since March 2020, but unfortunately this application comes under permitted development rights. The Parish Council along with residents have raised concerns regarding flooding throughout and believe the building to be a health and safety risk.

It was noted that Planning Enforcement are monitoring the site due to the landscaping works that have already been carried out without permission. The applicant needs to either carry out the restorative work or formally apply for planning permission for the work already carried out.

CPC will -

- Ask NNDC to carry out an inspection to ensure the development still sits beneath the 150sq metre threshold and note the internal floor height. GH
- Ask NNDC to investigate whether the water course has been/continues to be contaminated by foul water. GH
- Ask NNDC to investigate whether the windows on the east side are bigger than the ones originally blocked up. GH
- Ask NNDC how long the temporary containers will be stored on site. GH
- Report concerns to the EA for the impact the works are having on the landscape, bird nesting and the protected dark skies. GH

5.3 A member of the public reported that the construction of Claia Bourne was being carried out responsibly and extended their thanks to the developers and owners for keeping residents fully informed.

## 6. Reports

### 6.1 Receive and Discuss Reports.

- Police Report – The local Beat Officer has been out on two occasions in the last month to monitor speeding, with no speeding recorded. Cllr Deane shared the latest SAM2 report, and it was noted that 85<sup>th</sup> percentile speed is exactly 30 mph at the bottom of Lime Kiln with a daily count of 520 vehicles. It was AGREED to put the SAM2 further towards Newgate Green.
- District Report – Full report available at Appendix A.
- County Cllr Report – The report was circulated prior to the meeting and read aloud by the Clerk.
- Allotments – a huge thank you to the volunteers who planted the mixed hedging in the gaps along Church Lane. It was noted that the Clerk will be writing to tenants with overgrown plots to remind them to keep their plots tidy. There will be an Easter pop up café on Saturday 19<sup>th</sup> April to raise funds for the allotments.
- Harbour Report – Simon Read gave the report. The Harbour Committee are looking at reestablishing the quay at the windmill, part of the reed bed will need to be removed. Cley Harbour Day will be taking place on 10<sup>th</sup> August 5pm – 10pm.
- Village Hall Report – The hedges have been cut. There is a second noticeboard now available for local businesses to use. Grab rails have been installed at the entrances to the Village Hall and Club Room. An initial assessment has been received to improve the audio system and is being reviewed by the committee. The abandoned cars in the village hall car park have now been removed. There is a working party taking place on Saturday 3<sup>rd</sup> May 9am – 12.30pm.

## 7. Finance

7.1 The payments of £1956.54, receipts of £1164.50, and bank reconciliation (see Appendix B) for March were circulated prior to the meeting. The finance was PROPOSED by Cllr Allen and SECONDED by Cllr Williamson and AGREED by all.

7.2 The end of year underspend of £2131.05 was discussed. The following breakdown was suggested;

- £631 Defib
- £500 Reserves

- £500 Cley Loo
- £500 to remain in the Community Account

Cllr Deane PROPOSED the above breakdown, and this was SECONDED by Cllr Holliday and AGREED by all. The Clerk will order the new defibrillator and arrange installation. GH

7.3 Allotment works – It was AGREED to clear the ditch alongside Church Lane, the vegetation from under the H pole and book a mini digger to remove the sycamores. The clerk will get a quote for fencing the gaps alongside the village hall. GH

## 8. Correspondence

8.1 Digital infrastructure – Residents are asked to report any problems with mobile phone signals to Cllr Holliday. ALL

8.3 Salthouse FP1 is now impassable – Salthouse PC are aware and NCC will be informed.

8.4 A request for a memorial bench has been received and passed onto the EA for consent.

## 9. Emergency Planning

9.1 The emergency planning pilot was discussed, and it was AGREED that the Clerk will speak to the Watch Manager in Holt to gather advice and information on what CPC can do to be better prepared for wildfires. GH

## 10. VE/VJ Day 80

10.1 The Fairstead will be closed on 10<sup>th</sup> May 2-5pm for a street party to commemorate VE Day. Residents will be encouraged to bring their own food, tables and chairs to celebrate. The event is open to everyone. It was noted that the George pub would like to support the event. Cllr Allen to speak to The George to discuss how they can help out. RA

10.2 There will also be a history exhibition in the Village Hall Club Room which has been very kindly put together by the Blakeney Historical Society and Royal British Legion. GH to create poster and book Club Room. GH

10.3 There will also be a VJ Day picnic event held in the Garden of Rest on 16<sup>th</sup> August which will be open to everyone. Cllr Allen will approach the Three Swallows to see if they would be willing to support this event. RA

10.4 It was AGREED that the Parish Council would contribute £200 for each event. Cllr Holliday will arrange for some wine for both events and Cllr Allen will arrange for a barrel of beer for each event. VH/RA

10.5 The Clerk was asked to check the availability of Graves to provide a hog roast for the VJ Day event. GH

## **11. FIPL Grant Funding for Heritage Restoration**

11.1 It is possible to get funding from FIPL for the repair of the wall on Glandford Road. Consent is required from the landowner. Grants up to £10,000 are decided internally, grants £10,000 - £75,000 are determined by a committee. Cllr Deane to discuss the repairs with the landowner. **RD**

## **12. Bus Shelter**

12.1 Grants are available from NCC, Clerk to make contact via Sanders and discuss the possibility of a grant for a bench for the bus shelter on Newgate Green. **GH**

12.2 The Clerk reported the problems with the Coasthopper struggling to pass through the village and Cllrs suggested that Sanders could purchase signed cones for CPC to distribute and manage during high season. Clerk to discuss with Sanders. **GH**

## **13. Newgate Green**

13.1 It was AGREED to ask the grass contractor to roll the green prior to cutting the grass to flatten the mole hills.

13.2 It was AGREED to install a small sign stating *No parking bus turning circle*, on Newgate Green. Clerk to order. **GH**

13.3 Cllr Allen and Cllr High will arrange for the ditch adjacent to Newgate Green and the blocked pipe to be cleared. **RH/RA**

## **14. Maintenance of the Curloo**

14.1 Clerk to discuss the ongoing leak with the local contractor and ensure that further works which are needed are programed into the contractor's diary. **GH**

## **15. Sewage Spills in the Glaven**

15.1 It was AGREED to write to the MP raising concerns about the recent sewage spills and to defer the item to next month's meeting for further discussion. **GH**

**16. Time and Date of Next Meeting; Annual Parish Meeting and Annual Parish Council Meeting Thursday 1<sup>st</sup> May 6.30pm in Cley Village Hall.**

**Meeting ended at 20.10**

## Appendix A – NNDC Report

### DC report April

'From NNDC

#### Food waste collection

A separate household food waste collection service will start April 2026 with Serco as the contractor. Full Council is being asked to approve a budget of £2m, funded by government to the extent of £1.5m, to purchase specially designed vehicles, caddies etc to be able to start implementing this. The food waste will be treated anaerobically to capture methane for energy production plus there will be less waste going into land fill. Just so you see the scale of the problem, an average household produces approx 227k of food waste per annum.

#### Capital allocation to REPF grant funding

NNDC has been awarded over £400k of capital funding from the Rural England Prosperity Fund. This is in addition to the previous £1.5m already allocated to business and community groups. Full council is being asked to approve the addition of this capital to the capital programme for 25-26 so it can be defrayed this financial year. The money will be delivered towards economic growth and breaking down barriers to opportunity.

#### Permanent pavement licensing policy

It is proposed that Full Council approves NNDC's new pavement licensing policy. The permanent pavement licensing regime came in as part of the Levelling Up and Regeneration Bill in 2024. Pavement licences, which last two years, allow businesses selling food and drink to put tables, chairs etc on the highway (ie pavements or pedestrian only zones) during trading hours to increase their trade. Licensees must not obstruct the highway and seating must be smoke free. The policy will allow businesses to obtain licences more easily. There will be a two week public consultation process on each application, during which a notice will go up on the premises.

#### Mobile not spots

Relevant Cllrs and officers have been asked to review options to improve mobile phone signal not spots and the reasons mast application fail. Please contact me if you have mobile or mast issues.

#### Consultation on Taxi and Private Hire Policy

This is open till 13th May. Search NNDC website for taxi consultation.

#### Apprenticeship Employer Network meeting

Join an apprenticeship employer network meeting hosted by Apprenticeship Norfolk, to learn how to grow your own talent. This will be held on Weds 14th May at NNDC Council Offices, Cromer. Contact [lisa.peters@norfolk.gov.uk](mailto:lisa.peters@norfolk.gov.uk) for more details.'

### 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. I'm told that 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.

## **Appendix B – Bank Reconciliation**

### **Cley Parish Council**

4 April 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 31/03/2025**

Cash in Hand 01/04/2024 13,972.63

#### **ADD**

Receipts 01/04/2024 - 31/03/2025 30,125.09

44,097.72

#### **SUBTRACT**

Payments 01/04/2024 - 31/03/2025 25,927.96

**A Cash in Hand 31/03/2025 18,169.76**

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/03/2025 0.00

Community Account 2 31/03/2025 9,546.38

Business Premium Account 31/03/2025 5,272.23

Community Account 1 31/03/2025 3,351.15

**18,169.76**

#### **B**

Less unrepresented payments

Plus unrepresented receipts

**Adjusted Bank Balance 18,169.76**

18,169.76

**A = B Checks out OK**