

Minutes of the Meeting of Thornham Parish Council held on Wednesday 13 September 2017 at 7.00pm at the Village Hall, Thornham.

Present: Cllr C Venes (Chair) Cllr A Needham Cllr W Brooks
Cllr A Brown Cllr B Gulliver Cllr I Barrett

Also present: The Clerk, Cllr Elizabeth Watson & 12 Members of the Public.

1. To receive and consider apologies for absence:

It was resolved to accept apologies from Cllr Mocatta.

2. To receive Declarations of Interest

Cllr Barrett, Cllr Venes & Cllr Brooks gave a personal interest in anything concerning Thornham Village Hall and Playing Field Ltd. Cllr Venes gave a personal interest in another concerning Hunstanton Primary School and West Norfolk Cluster. Cllr Brooks gave a personal interest in the PCC.

3. To Receive a Report from the Borough Councillor.

Cllr Watson wished to thank everyone involved in the Funday it was a fantastic day and the atmosphere was amazing.

Cllr Watson said that she had been at the Borough Council this morning looking at ways of processing the call for sites and the Local Plan. Cllr Watson was assured that it was going to be a long drawn out process but there was time, as it would not come into affect for at least ten years. Cllr Watson advised that Churches would not be included in development plan boundaries. Cllr Watson also advised a Neighbourhood Plan could adopt a 5% limit on development. Cllr Gulliver invited Cllr Watson to attend Neighbourhood Planning Meetings if she wanted to. Cllr Watson assured everyone that the Care Home talked about at the last meeting was just a site but up for possible development but still had to go through a vigorous examination of all expects. Cllr Watson advised that this kind of development in a village with a similar development taking place in Hunstanton was very unlikely to get through the examination stage.

4. Boundary Commission Review of Wards

Cllr Watson thanked everyone for their support regarding the Boundary Commissions Review it is now in their hands and hopefully they will take on board what the coastal villages want and not accept the proposal from King's Lynn & West Norfolk Borough Council of putting Thornham and Holme in with Docking. Cllr Watson advised that she had spent hours and hours and it was great having the support and the plan of having all the coastal villages was the way forward, and something that Cllr Watson hoped that the coastal villages continued to work today and having a great voice for the future. Sir Henry Bellingham was also in favour of the Coastal Villages being together and was very supportive. The Boundary Commission should have made a decision by the end of October.

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5. Adjournment of Meeting to allow for public questions.

A Parishioner asked why the agenda and minutes were not on the website. Cllr Venes explained that the website was currently being transferred over from an HTML site to a more user friendly word press site but the Clerk advised that there had been an issue with pages not set out in the correct format but was hoping that this had now been sorted and the Clerk hoped to get the website up to date shortly.

A Parishioner asked what the payment for Cllr Mocatta for £448.85 was for. The Clerk advised that it was for refreshment for volunteers after the recent Fun Day. Cllr Venes said that it was a drink and a piece of pizza for volunteers who helped out on the day. Around 30 out of the 75 volunteers attended.

It was resolved for the meeting to return to closed session.

6. To receive report from Castle Cottages Working Group.

Cllr Venes thanked Mr Seedhouse and Mary Hamilton for all their work on the recent report received by the Council. Cllr Venes advised that the Clerk has been working on finding out certain information. The Clerk advised that a new bus shelter could be achieved by way of the Parish Partnership Scheme and a basic Perspex shelter started at about £1900 to purchase. NCC Rangers are able to undertake the tidying up of the verge when they are next in the village. The Pop Up Shop has now been sorted. The Clerk advised that it is difficult to get through to BT regarding the concrete pad and had been to several countries on the phone with no positive result as yet. This also can be said about the post box but the Clerk said that she would get results but it might take some time. The Parish Council owns the telephone box. A meeting had been arranged with a representative from Freebridge for Monday morning to go over the maintenance of the area. It is hoped to report fully at the next meeting.

7. Minutes of the Thornham Parish Council Annual Meeting held on 12 July 2017

It was resolved to approve the minutes and for the Chair to sign as a true and accurate record.

Matters arising from the minutes.

Cllr Venes advised that Cllr Gulliver had asked for Coasthopper Schedule to be put on this agenda but had been missed off so it needs to be brought up as matters arising. Cllr Venes advised that the Clerk had obtained details of the buses for the winter period but more important was the situation regarding the service from Stagecoach to get the children from the villages to school. Cllr Venes advised that the County Councillors were working on this situation and as soon as any update was received it would be advised.

8. Minutes of the Thornham Parish Council Meeting held on 3 August 2017

It was resolved to approve the minutes and for the Chair to sign as a true and accurate record.

Matters arising from the minutes.

Cllr Venes advised that Planning Application 17/01414/F had been refused by us and had now been refused by the Borough Council also.

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9. Thornham Village Hall & Playing Field Report –JW/SB

Cllr Venes read out the following report:

Since last PC meeting in July just a few key highlights that showcase some of the excellent events and community involvement in the hall and on the playing field.

25th July – Strawberry Lunch (the summer meeting for Soup & Sandwich group) – saw a record attendance of 85 guests, 15 volunteers and a Trustee from Norfolk Community Foundation observing our work. Also a record charity donation from the raffle and Bric-a – Brac sale. Soup & Sandwich season starts on Tuesday 25th September.

August – 4 Tuesday morning Kids Club sessions. Over 200 children attended, 56 on one morning. Christmas will see an Arts & Crafts session on 21st with a visit from Father Christmas and a children’s theatre performance of ‘A Christmas Carol’ on 22nd December.

Throughout the summer an excellent Live by Satellite programme for both Glyndebourne and Royal Opera House, Otello, La Traviata and La Clemenza di Tito, plus some excellent film at village Cinema. ‘The Magic Flute’ on 20th September and ‘La Boheme’ on 3rd October both live from ROH.

The Fun Day on Sunday 27th August was the most successful in recent years. With an excellent range of activities some 1500 people, adults and children, enjoyed an afternoon on the field, helped by the enthusiasm of the team of volunteers and the fine weather. Our thanks to all who helped: classic car drivers, dog show competitors, bandsmen and 75 volunteers plus everyone who came along and had a really good time.

Cllr Gulliver asked what is happening regarding the Car Park. Cllr Venes explained that it is a perennial problem and not easily affordable to fix.

10. Registering CL56

Cllr Venes advised that it was still on going and unfortunately the council are currently having some considerable legal costs.

11. Neighbourhood Plan

Cllr Gulliver gave the following report:

Background

The Parish Council (PC) committed to a Neighbourhood Development Plan (NP) at March PC meeting. Team consisted of Stephanie, Colin, Ian and myself. The first three resigned in July due to possible perceived conflict of interest. Since then I have spent considerable time building up a new wider based team bringing a range of differing skills and expertise. Our Consultant Richard High has also been a great help in that process.

New team

- Bob Gulliver
- Dr Doug Russell
- John Seedhouse
- Sam Staveley
- Elaine Warren

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Progress to date

Our new team has been “getting up to speed” with the NP process.

We have realised that it is more complex than initially envisaged and will require more resources than imagined at the outset.

As originally anticipated we will need a further grant to cover the period to the end of March 2018, however it will be needed before the current grant expires on 23rd November 2017.

In addition we require the following support.

Project Co-coordinator for Neighbourhood Development Plan

The team and Richard High agree it is essential we have a person to take minutes of all meetings to support the evidence base and to deal with grant applications along with other aspects of coordinating the Thornham Neighbourhood Development Plan.

We are most fortunate to have obtained the services of Chris Jones who is well versed in the complexities of Neighbourhood Planning. Thornham will benefit greatly from the knowledge and experience Chris has gained whilst performing this role for Holme (since 2016).

We estimate about 10 hours per month for about 18 months at £10 per hour to be paid for by PC would be required for this role.

Just as a note we have found it impossible to find such a person who is unbiased and willing to work unpaid on this Working Party - realistically anybody sufficiently interested is likely to want to be part of the team. Both Stephanie and Colin have said you cannot successfully both contribute to a meeting and take notes - I fully agree!

Grants

Current grant is due to end 23.11.17 but we will run out of grant money for Consultancy (and possibly printing) well before then.

Various factors have meant we have needed more Consultancy than originally anticipated.

- New team have needed more advice.
- Call for sites and TUC plans have complicated planning issues.
- KLWNBC current revision of Local Plan to extend to 2036 has complicated planning issues.

Other items on the original grant are OK except printing costs, which at this stage are unclear.

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Advice from My Community (where we need to apply for a new grant) and Groundworks (where we need to apply to close current grant) is that
- we should start application for a new grant very soon (allowing about 4 weeks for final approval)
- we should close existing grant soon by completing end report and repaying any unused grant money (this must be done before any new grant will be dealt with)

Chris Jones can do this as she has dealt with these grant issues for Holme, who are some months ahead of us, so her experience will clearly save us considerable time and money.

We will need any repayment cheques issued promptly (not wait for normal PC arrangements) otherwise it will delay new grant application and we could end up with a few weeks when we cannot do anything as expenditure would not be covered under the old or the new grant.

Timetable

Currently under review as we had hoped to issue the Questionnaire with the October Link magazine followed by a Consultation day on 19th November but that is now looking very unlikely (amongst other issues the KLWNBC call for sites and Local Plan review have complicated things).

We do hope to be able to revise these dates soon but all of this depends on grant issue being resolved and Project Co-coordinator for Neighbourhood Development Plan being approved.

Summary

After the setback of having to establish a new team we are making good progress. The foundations for the Neighbourhood Plan are a lot more solid and we are on the way to developing structured and relevant roles as we now have a better understanding of what is required for the tasks ahead of us.

With the new team behind me and with continued commitment from the PC, together with the excellent assistance from Richard High and Chris Jones in the future, I feel that the NP can be progressed to accurately reflect the needs / wishes of the people of Thornham.

Cllr Venes asked Cllr Gulliver to write a report on the proposed funding for the next meeting.

12. Cattlegate Holder – Income

Cllr Barrett gave the following report:

Notes of a Meeting to discuss all things Cattlegate Holders.

The meeting was held on Wed 16 Aug 2017 at the offices of JM with SB,IB,SM,JM in attendance.

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SB/JM took IB/SM through the history of the Cattlegate Holders to date.

JM disclosed the current financial position having taken into account income and costs from shooting, the easements and land registration. The PC has received some monies from this over the years and some monies have been held back to give a fighting fund. This now seems most sensible, as we are all aware of the recent developments regarding shooting rights and claims that have delayed the registration of CL 41.

When these issues have been settled, hopefully this year, we will meet again to review the final accounts and receive a final payment or invoice. I think, under the current circumstances, that it would be prudent to expect further costs and to budget for this in the 2018/19 figures.

Once this has been sorted we will return to normal, with regular payments for our share of the various incomes of the Cattlegate Holders:

- Letting of Shooting rights £ 12000 x 2/49 ths
- Reed cutting and other one offs, which are variable
- Natural England stewardship payments, which can vary
- Rural Payments Agency. A new Government scheme, which has yet to be finalised. This payment will be paid gross and then the Cattlegate Holders will need to pay for any costs incurred for maintenance of ditches, banks etc.

So going forward we will have a clear understanding of what is involved for budgeting purposes.

An excellent exchange of views took place and we look forward to further meetings in the future.....

Cllr Venes asked for this item to remain on the agenda.

13. Rubbish Bins on the Harbour

The Clerk reported that the Borough Council would not give us more bins or empty more frequently. **It was resolved for notices to be put up next summer saying if the bin is full please take your rubbish home.**

14. Dyke Clearance

Cllr Needham advised that he had spoken to Kevin Penty and they had discussed what they could do with a small digger, The Clerk advised that permission from Natural England had been sent through this afternoon. **It was resolved for the Clerk to inform Mr Penty that he could get on with the job.**

15. Parish Council Archives.

Cllr Venes advised that he had received a letter from a Parishioner asking for agenda, minutes etc from 1969 to 2017. Cllr Venes advised that the person he needs to speak with regarding the archives is currently not very well in hospital and it is hoped that Cllr Venes will be able to speak with him soon. The detailed

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log of Parish historical material and its location were produced by David Brooks and this was given to the Parishioner.

16. Parish Partnership Scheme

Cllr Venes advised that the situation he wished to put forward work on the permissive path to the road opposite Drove Orchard. Cllr Venes advised that though it would help Thornham people it was on Holme soil so would the Parish Partnership Scheme allow us to help with something not in our parish.

17. Protocol – Delegated powers to the Clerk.

Cllr Venes reported that this protocol came about with a planning application that needed a comment and an emergency meeting had to be called but it could have been achieved via email and the Clerk sending in the response. **It was resolved for the protocol to be adopted into Standing Orders.**

18. Memorial Bench

The Clerk advised that a lady had requested permission to plant a memorial bench in memory of her Grandfather. Picture of the proposed bench had been received and distributed but the map of the location so we can ascertain whose land the lady is wanted permission from. **It was resolved for the Clerk to chase the lady re a map of the proposed location.**

19. Parking

- Snap
- Parish Council Action Update
- Parish Letter

Cllr Venes advised that letters had been sent out to every household in the village. Cllr Venes advised that Mark Goode from the Orange Tree had asked for a meeting with a Parish Councillors regarding parking. **It was resolved for Cllr Brooks and Cllr Gulliver to have a meeting.**

Cllr Venes advised that whilst reading the minutes of the latest Snap meeting, parking is a problem in a lot of villages. **It was resolved for Cllr Venes to write to the Snap Team asking that more input is given by the Police/Borough Council on this issue.**

A Parishioner advised that Ploughman’s Piece had not received any letter. Cllr Venes advised that he had spares and would get the area achieved.

Cllr Venes advised that the planters were not in place as he was waiting for a detailed plan needed for the licence.

The Clerk advised that having a mapping system like the Borough Council’s GIS system would be very handy to have. **It was resolved for the Clerk to obtain details and report at the next meeting.**

Cllr Venes advised that he had received a letter asking for wooden bollards around the green at the bottom of Church Street. The Clerk advised that she was currently waiting for NCC Highways to prove ownership. Cllr Needham advised that the current vans parking there are contractors working on a cottage

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and if they parked on the road it would be too narrow. Cllr Needham would not like to see bollards put in that area.

Cllr Venes asked for this item to remain on the agenda.

Cllr Barrett asked that an email goes to NCC Highways asking for update on the Green ownership in Church Street, the flooding in Staithe Lane and a thank you for the bollards on Church Street. **It was resolved for the Clerk to undertake.**

20. Planning Applications

Applications

None received.

Determinations:

17/01090/F Mr & Mrs J White, Application for Construction of attached single storey rear extension of dwelling at Mulberry House, Church Street, Thornham. **-Granted**

21. Correspondence:

- a) Leaflet from Environment Agency

The following list of correspondence can be viewed by arrangement with the Clerk.

- a) Clerks & Council's Direct

22. Accounts for payment

E-On Energy Street Lighting – (August)	Direct/Debit	34.62
Tec Tamers Maintenance Direct Debit (August)	Standing Order	25.00
TVH&PF LTD Room Hire (Aug to March)	Direct Transfer	400.00
E-On Energy Street Lighting – (September)	Direct/Debit	34.62
Tec Tamers Maintenance Direct Debit (Sept)	Standing Order	25.00
Norfolk Parish Training Partnership	Direct Transfer	20.00
High Associates – Neighbourhood Plan*	Direct Transfer	750.00
Stephanie Mocatta – Chairman's allowance	Direct Transfer	448.85
Nicholas Mocatta – Neighbourhood Website*	Direct Transfer	500.00
Chris Barney – Mending computer	Direct Transfer	48.00
Hayes & Storr – Land Registry CL56	Direct Transfer	778.62
Hayes & Storr – Land Registry Mr Patrick's	Direct Transfer	2347.20
• From Neighbourhood Grant		

Amendments to Payments

E-On Energy Street Lighting – (July)	Direct/Debit	34.62
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It was resolved for these payments to be made.

23. Payment Received

VAT Refund: £518.75

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24. Items For Next Agenda

Coasthopper Bus
Neighbourhood Plan Grant Proposal
Cattlegate Holders.

25. Date, & Place of next meeting.

Parish Council Meeting Wednesday 11 October 2017 at the Village Hall, High Street at 7.00pm.

With no further business the meeting closed at 9.20pm

Action List

Cllr Brooks

- To arrange and undertake a meeting with Mark Goode re parking

Cllr Gulliver

- To arrange and undertake a meeting with Mark Goode re parking

Cllr Venes

- To write to Snap Team re parking

Clerk

- Inform Mr Penty to undertake the work on the Dyke.
- Chase location map re memorial bench
- Email NCC Highways re The Green & Staithe La
- Fine out about GIS System re mapping of the Village
- Make Payments
- Make sure items for the next agenda go on agenda.

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