

Minutes of the Meeting of Thornham Parish Council held on Wednesday 11 March 2020 at 7.00pm at the Village Hall, Thornham.

Present: Cllr C Venes (Chair) Cllr A Chesterman (Vice) Cllr A Needham
Cllr S Greef Cllr B Gulliver Cllr E Bett
Cllr I Barrett

Also present: Clerk, Cty Cllr Jamieson, Cllr Lawton & 20 Members of the Public.

The Chair asked if anyone was intending to record the meeting. No one volunteered any information.

1. To receive and consider apologies for absence;

Everyone Present

2 To receive Declarations of Interest

Cllr Needham gave a personal interest in anything concerning Thornham United Charities and PCC. Cllr Barrett gave a personal interest in anything concerning Thornham United Charities. Cllr Greef gave a personal interest in anything concerning the Neighbourhood Plan and the PCC. Cllr Gulliver concerning Neighbourhood Plan & Cllr Bett gave a personal interest in anything concerning TVH&PF Ltd and Thornham Farms.

3. To receive a Presentation from Cognatum.

Cllr Venes explained that Cognatum had been asked to speak tonight not that the Parish Council is in support or against any proposal they might bring. Cllr Venes explained about the National Planning Policy Framework and the need for pre planning application engagement. Cllr Venes explained about the Annual Parish Meeting where it has been planned for Cognatum to come and answer Parishioners questions. Tonight, is about the Councillors asking questions but the meeting will be opened for public session and the members of Cognatum have agreed to stay for this part of the meeting.

Cllr Venes then thanked the representatives from Cognatum for coming to explain the work of Cognatum.

Mr John Lavin advised that it was a pleasure to attend. He went on to explain that Cognatum undertook small scale retirement estates and have done so for 40 years. They were previously called English Courtyard Association. They build small cottage style properties around a courtyard. No more than 25 homes and the lowest 15. They are lease hold for 55+ aged people. Each estate is covered by a management team with the Manager living on site. Employing local people to undertake other positions. They are based on independent living. The only extra they specialise in is local homes for local people.

No plan has been put in place other than a brief discussion with the two landowners. They advised that originally a scheme was going to be placed on the TUC land adjoining the playing field but this had been found to not be acceptable. Cognatum like to build in the centre of the village. Their developments include a

Signed:..... Chair Date:

club house for village use. After talking to people regarding the village demographic and the need for affordable housing which they would like to incorporate within the design.

The houses would be lease hold and for permanent residency. The Management Team monitor and the lease's have clauses that the property has to be the permanent home. Sub Letting is not allowed. The leases are for 150 years.

The would be built for Thornham residents and it is very rare that they are leased to non-residents but may be open to neighbouring parishes. Generally, there is not a problem with leasing the properties. There is full marketing involved from the onset.

The affordable housing would be managed in house, housing associations are not used currently. Within the Management Accommodation comes a guest flat that can be used by families of residents. The Club House usually houses a travelling surgery, therapies etc.

The affordable housing could be designed to meet local need and could be part ownership and part rent. The houses would be affordable and worked on their own model and deeply discounted.

The 55+ age rule is very strict and if a younger person is living with their relative and unfortunately the 55+ year old dies or needs to leave the accommodation then the younger person cannot stay.

Cognatum are not for profit. The service charge would be around £3,500 per annum. There is a low transfer fee. A map was shown around which details the site. The site is approximately three acres. Cognatum advised if they were to take the proposal further would involve purchasing the land. There is only one phase it is not Cognatum's way to build in phases there would be one phase only not a one site leading to further development.

Cognatum advised that the barns would be removed from the site. The affordable housing element of any scheme would take the local wage into account. It would be possible to start off by purchasing just 20% of the property and pay rent of the balance and gradually purchase more of the property if you wish to. Cognatum advised that they would work with the Parish Council regarding the affordable element obviously in line with the Borough Councils local planning policy. Cognatum would want Parishioners from Thornham taking up these properties if not taken up then only offered to local neighbouring villages.

4. Adjournment of Meeting to allow for public questions.

The Club House would be in conjunction with the Village Hall. Cognatum would like to see the Club House being an extension of the Village Hall and help to manage.

Staff might be a problem to source from locals, current care home staff comes from miles away as local people uninterested. Cognatum advised that if necessary they would supply the staff from elsewhere as there would-be full-time positions available. The Club House elsewhere are used for doctor drop in surgeries and other health and holistic clinics which can be used for non-residents.

Signed:..... Chair Date:

Why has the Neighbourhood plan not been taken into account. Cognatum advised that it has been looked at but as not currently been through referendum but would be taken into account on any scheme going forward.

There is currently a scheme of retirement properties in Hunstanton and why are Cognatum's anything different and these are being purchased as holiday home for people to retire to. Cognatum do not undertake apartments, but cottages. Cognatum are more independent and have a strict lease criteria that does not allow non-permanent residence. The Manager/Manageress would know if someone was not living in permanently and breaking their lease.

Cognatum advised that all property would have either two or three bedrooms. They tend to be around 1250 sq foot in size but with bigger open planned downstairs space with the guest room upstairs, but they are designed for the current need. All properties have a garage and parking space.

Cllr Venes thanked Cognatum for attending. Cognatum advised that they had some design boards from previously developments and they would leave on the side so that people could look at the end of the meeting.

5. To Receive Councillor Reports

5.1 County Councillor – Cllr Jamieson.

Cllr Jamieson advised that there are currently over 900,000 people in Norfolk which will be in excess of 1,000,000. in 20 years. 1.5% growth in under 65's. 26% growth in 65 to 85 year olds and 95% growth in the over 85's. The average age in Hunstanton is 59. There is a lot of work to achieve to obtain sustainability. People need to be able to live and work in their villages. Cllr Jamieson advised that he has been undertaking lots of work in Hunstanton and the need to make sure that younger people stay in the area. This is not helped by having no sixth form at the school and it is hoped that further education can be undertaken locally. There are currently hospitality courses being undertaken at Searles. It is hoped that Adult Social Care courses can be achieved and that these jobs are better paid. Hunstanton Library will be modified and brought up to date as a Community Hub. Attleborough was the first and has recently been achieved. It is hoped that services will come to the Library instead of Parishioners having to travel to King's Lynn/Norwich.

Cllr Jamieson advised that he has been working on the bus service and the King's Lynn Transport Policy. The funding needs to be looked at. There needs to be a direct link from this area to King's Lynn. Buses need to work earlier and later so that people can use to access work. This would also aid the hospitality business. Cllr Jamieson advised that there was one million in the Community Infrastructure Fund. Cllr Jamieson also advised that Local Government re-organisation needed to take place and could not be more important. A coming together of Borough Council and County Council to be more efficient and cheaper especially around public health and adult care. Coastal defence also needs cross council input.

Signed:..... Chair Date:

Broadband and mobile signals are still high on the agenda and it should be achieved soon with high speed broadband being available at zero cost. Previously operators were not able to put masts on NCC buildings but this has been agreed going forward which should enhance the north coastal area.

Cllr Jamieson advised that the County Council have Repton Homes which is using NCC own landbank. This landbank consist of 17,000 acres of farmland which NCC are using to get young people interested in farming. There are also 600 homes being built on NCC land.

Cllr Venes thanked Cllr Jamieson for his report.

5.2 Borough Councillors – Cllr Lawton.

Cllr Lawton advised that he would help in any way he could regarding getting affordable housing to the area. He advised that the current hot topic in the Borough Council is climate change especially within the Independent Group. The Borough Council still have not issued a statement of emergency.

Cllr Lawton advised that the incinerator is rearing his head again but this time being built in Cambridgeshire in Wisbech so just as close to home.

Cllr Venes thanked Cllr Lawton for his report.

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

6. Minutes of Parish Council Meeting held on 12 February 2020.

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

6.2 Matters arising from the minutes

6.2.2 (7.5). To receive update on Dog Bin & Licence. The Clerk advised that she was still waiting for the Borough Council to agree to the revised location even after Cllr Jamieson sent a more detailed map. **It was resolved for the Clerk to chase.**

6.2.3. Broad Walk the Clerk advised that Cllr Jamieson has been working on this. Cllr Jamieson advised that it has been reported to the Trail Team of which there is only three members of staff but they would be undertaking repairs soon. Cllr Jamieson also advised he had been made Chair of the Trial Team. Cllr Venes thanked Cllr Jamieson for all his hard work taking this further.

7. Neighbourhood Plan

Cllr Gulliver advised that the plan has been submitted to the Borough Council for Section 16 approval. Cllr Gulliver said that this process will take from the 23 March to the 4 May and then the inspection is subsequent to that.

Cllr Venes thanked Cllr Gulliver and the team.

Signed:..... Chair Date:

8. Village Matters

- 8.1 To receive update and consider any action on Shore Road. Cllr Venes readout the following report.
Council have now received the Upper Tier tribunal judgement from Judge Cooke. It runs to 21 pages.
While Council have had the opportunity to read the judgement we have not yet received guidance from our legal team nor had the chance to discuss it in detail and consider the possible implications for Council and the community. Nor have we yet had the opportunity to discuss the situation with our co-respondents.
Council fully recognise the importance of any decision that they make and need to ensure that they have fully explored all the issues and understand possible consequences and potential costs and outcomes. Council want to meet with their legal team and co-respondents before making any decisions. As this will be a discussion re litigation it is likely that Council will bar the press and public from this discussion as is allowed by law.
Council will, of course, share with parishioners the decisions they make and explain as far as possible their rationale for those decisions.
Council will keep the parish as fully informed as is possible as events proceed.
- 8.2 To receive quotes and vote on Streetlight Energy. The Clerk reported that she had received the necessary quotes and had gone over the quotes with the Cllr Barrett. The Clerk informed the meeting of the figures received which were all for three year fixed period. **It was resolved to take up the quote for £569.08 per year for three years as long as it did not involve further administration work.**
- 8.3 Castle Cottages Garages and Hedges. The Clerk advised that the garages are due to be removed on the 19/20 March. The hedges have still not been achieved. **It was resolved for the Clerk to chase Freebridge regarding the hedge.**
9. **Finance:** (see reports attached)
To review and consider any action necessary
- 9.1 Finance Chair's Report. Cllr Barrett advised that he had nothing to report.
- 9.2 Monthly Accounts for Payment. The Clerk handed round the report there were two extra payments. £1598.00 for Jan Mitchell re Health and Safety review and £1600 for Richard High for the Neighbourhood plan. **It was resolved for these payments to be made.**
- 9.3 Money Received. The Clerk advised that the £2,205.80
- 9.4 Bank Reconciliation February 20. The Clerk had previously sent round the Bank Reconciliation. Cllr Barrett advised that budgets have been checked thoroughly and everything was in budget. The only item outstanding is the Solicitors bill which had not currently been received but any unspent would need to be agreed to carry forward to the new budget. Cllr Venes thanked the Finance Committee for their continuing hard work especially with the legal issue.
- 9.5 Bank Mandate. The Clerk advised that the paperwork has been sent to Barclays Mandate Team.
- 9.6 Health & Safety Including Risk Assessments. This is on-going.

Signed:..... Chair Date:

10. Governance:

To review and consider any action necessary

- 10.1 Training. Cllr Venes advised that Cllr Barrett, Cllr Greef, the Clerk and himself had attended the NPTS Spring Seminar update today in Norwich. Cllr Greef, Cllr Chesterman, the Clerk and himself had attended Data Protection training.
- 10.2 Policies. Cllr Venes advised that the Clerk had previously circulated the following policies.
- 10.3. Privacy Policy/Statement. Cllr Barrett advised that the comma was necessary to make the document make sense. **It was resolved for these to be approved when the comma is in place.**

11. Outside Agencies

It was resolved to open the meeting to allow Mrs Mocatta to report.

- 11.1 To receive report from TVH&PF Ltd. Mrs Mocatta reported that a new piece of play equipment is currently being installed. It is a £13,000 log pile at the moment but should be finished by the weekend. Mrs Mocatta advised that at this current moment Live by Satellite will still take place on the 17th.

Cllr Venes thanked Mrs Mocatta for her report.

12. Planning Applications and Determinations:

Applications:

20/00110/O Application for Proposed construction of duplex apartment with associated Parking, West Hatch Cottage, High Street, Thornham. **It was resolved to recommend refusal on the Grounds of out of character in a conservation area.**

20/00321/F Variation of Conditions 2 and 16 of Planning Permission 19/01949/F: Alteration of existing dwelling and erection of three dwellings at Tanglewood High Street Thornham. **It was resolved that more information was necessary and resolved to use the email protocol once that information received.**

20/00156/F Variation of conditions 1, 2, 8, 9 and 12 of Planning Permission 16/00387/F: New drawings to reflect altered positioning of garage (Amended scheme) at Land Adj Orange Tree Public House High Street Thornham. **It was resolved to recommend refusal on this application due to window overlooking a children's play area.**

Determinations:

None received.

13 Highways

- 13.1 Cllr Venes advised that the Rangers had been to the village. Cllr Venes advised that the hedges at Malthouse Court had been cut by the Rangers

Signed:..... Chair Date:

but it still needs to be cut further as only cut level to the wall. Cllr Needham advised that they still have not undertaken the grips in Green Lane which still needed attention. Cllr Barrett advised that they advised that they will not undertake the non-kurb side of Church Street. **It was resolved for the Clerk to check with the Highways Engineer to see if these can be achieved by NCC Highways if the Rangers are not able to undertake.**

14. Correspondence:

To review and consider any action necessary.

Cllr Venes advised that he was debating if in light of information received on the corona virus to cancel or go ahead with the Annual Parish Meeting set for the 7 April. Some events like fitness classes, Soup and Sandwich club have been cancelled due to the participants were in a high risk group. **It was resolved for Cllr Venes to email round for approval to go ahead or cancel the Annual Parish Meeting in light of further information being received.**

15. Items For Next Agenda

15.1 To consider items that need to go on the next agenda. Same Agenda plus Climate Change and Sustainable Energy.

16. Date, and Place of next meeting.

Annual Parish Meeting Tuesday 7 April 2020 at the Village Hall at 7.00pm.

Parish Council Meeting Wednesday 8 April 2020 at The Village Hall at 7.00pm.

With no further business the meeting closed at 8.55pm

Action List

All Councillors

- Decide re planning application.

Cllr Venes

- Decide re Annual Parish Meeting.

Clerk

- Chase the Borough Council re Dog Bin at Drove.
- Chase Freebridge re hedges.
- Ask re the administrative details regarding the Streetlight Energy and if no more work/payment concerns then sign up for the three-year deal.
- Put Comma on Policy and update to the Website.
- Planning Comments
- Check with Highway Engineer re Rangers and Church Street.
- Make Payments
- Make sure items for the next agenda go on the agenda.

Signed:..... Chair Date:

Thornham Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice	Details	Cheque
65	D/P 11.03.20-65	£36.00	£0.00	£36.00 10/02/20	CPRE - Subs	£36.00
64	D/P 11.03.20-64	£646.46	£107.74	£538.72 11/02/20	KLWNBC - Dog Bin Emptying	£646.46
66	Cheque 100723	£73.00	£0.00	£73.00 26/02/20	Sarah Bristow - Conference	£73.00
63	D/P 11.03.20-63	£160.00	£0.00	£160.00 05/03/20	Norfolk Parish Training & Support - Subs	£160.00
67	DD 28.03.20-67	£50.21	£2.39	£47.82 11/03/20	E-OnEnergy - Streetlight Energy = mar	£50.21
68	D/P11.03.20-68	£1,600.00	£0.00	£1,600.00 11/03/20	High Associates - Neighbourhood Plan	£1,600.00
69	D/P11.03.20-69	£45.00	£0.00	£45.00 11/03/20	Heacham Parish Council - 3 x Data Protection Course	£45.00
70	D/P 11.03.20-70	£1,585.00	£0.00	£1,585.00 11/03/20	JML Health & Safety - Health & Safety Audit -Develop H & S System	£1,585.00
Total		£4,195.67	£110.13	£4,085.54		

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman