

Minutes of the Thornham Parish Council Meeting held on Wednesday 10 February 2021 at 7.00pm Via Zoom.

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

Also present: Clerk, Cllr Jamieson, Cllr Lawton & 10 Members of the Public.

The Chair went through the rules regarding running a virtual meeting and everyone to stay muted until asked to speak, if you wish to speak please raise your hand. Members of the public only allowed to speak during Parishioners time. The meeting would be more formal than usual so that the business can be achieved as effectively as possible. Cllr Venes also advised Parishioners that the meeting was being recorded to assist with the minutes if necessary.

**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.

**3. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**

The Chair advised everyone present that he would open the meeting to allow Parishioners to speak regarding Flooding and Planning Applications at the appropriate agenda item.

Staithe Lane

A Parishioner advised that currently parking is fine in lockdown but fear that when everyone is out of lockdown parking will become a big issue again. NCC Highways have advised that they will allow the wooden bollards to be one metre from the tarmac edge along Staithe Lane on east side of road not two as previously advised. This will help preserve more of the verge. The Parishioner asked if the Council had thought about putting up boards similar to Holme regarding advising that the car parking is limited on one side and full on the other side and it is flipped over to show the current position. The Parishioner advised that she was prepared to undertake turning the board and storing if necessary. One could be placed at the top of Staithe Lane and another one at the top of Ship Lane.

Cllr Venes thanked the Parishioner for the suggestion and the item to be placed on the next agenda.

Planning Enforcement

Cllr Needham advised the Council that one of the houses on the Pastures development had suddenly developed a window which is not shown on the plans. The Parishioner whose house the window would overlook has informed the Borough Council, but Cllr Needham felt that the Council should support the Parishioner as the Council would have objected if a window would have been placed on the original

application. A Parishioner present advised that he felt the situation might have been resolved as two breeze blocks have suddenly appeared in the gap.

**It was resolved for the meeting to go into closed session.**

Cllr Venes proposed that he write to the Borough Council's Enforcement Team's Heidi Wedge and advise of the situation. **It was resolved for Cllr Venes to write.**

**It was resolved for the meeting to be open to allow public participation to continue.**

#### Cognatum

A Parishioner advised that he had telephoned Cognatum regarding the Ringstead Road development that the company were meant to be putting forward. Cognatum advised the Parishioner that they currently did not have any development planned for Norfolk. Cllr Venes advised that at the recent Big Tent Meeting the development was not mentioned so it suggests that it is not currently being developed.

#### **4. To Receive Councillor Reports**

Cllr Venes invited both Cllrs to address the meeting.

##### 4.1 County Councillor – Cllr Jamieson

Cllr Jamieson advised that he had several items to inform the meeting about. One being the flooding. Cllr Jamieson advised that a Strategic Flooding Alliance Group have been formed, comprising of 36 different bodies all responsible in some way for water/flooding issues. The meeting will be Chaired by Lord Dannatt. It is hoped at the end of meetings NCC, the Lead Flood Authority, will have some teeth to deal with flooding/water issues. Cllr Jamieson advised that he had been working closely with James Wild our MP.

Cllr Jamieson then went on to advise that the legislation to allow Councils to meet virtually runs out on the 7 May 2021. The LGA have advised they would like an extension but currently no advice is coming from Centre Government.

Cllr Jamieson advised the Natural England have agreed in principle with work being carried out to the Norfolk Trails/Norfolk Coastal Paths. Cllr Jamieson has agreed for the work to be undertaken as soon as the weather allows, and he will negotiate funding with Natural England in due course.

Lastly Cllr Jamieson advised that if signs were found to be appropriate with regards to the Car Parking, he would be very willing to provide out of his local members fund like he did for Holme.

Cllr Venes thanked Cllr Jamieson for his report.

##### 4.2 Borough Councillor – Cllr Lawton.

Cllr Lawton advised that he had very little to report apart from waste bins. The advice is to leave your bins out and they will be emptied as soon as possible. He advised that some villages do not like bins being left out but under the present circumstances that is the best way to get them emptied. The only bins currently not being emptied is the brown bin for garden waste.

Cllr Lawton advised that he would also speak with the Borough Council Enforcement Team re the window in the Pastures development.

Cllr Venes thanked Cllr Lawton for his report.

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

## **5. Minutes of Parish Council Meeting held on 13 January 2021**

5.1 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 when physically possible.**

5.2 Matters arising from the minutes Nothing to report.  
Nothing that is not on the current agenda.

## **6. Finance: (see report attached)**

To review and consider any action necessary.

6.1 Finance Chair's Report. - Cllr Barrett advised that he and Cllr Chesterman had undertaken the 9 months audit and found everything to be in hand. Cllr Barrett advised that the Council currently had £42,000 cash in hand which is a healthy position to be in and the figures until the end of March are on track with budgeted spend. Cllr Barrett thanked Cllr Chesterman and the Clerk for undertaking. Cllr Venes thanked Cllr Barrett, Cllr Chesterman and the Clerk for keeping the Council's finances in good order.

6.2 Monthly Accounts for Payment. Cllr Venes went through the invoices individually the Clerk advised that there was one further payment for £72.00 for Clerk's training. Payments: The Clerk asked if the Council wanted her to attend any particular session at the conference please let her know. **It was resolved for these payments to be made.**

6.3 Money Received. The Clerk advised that no money has been received and she is hoping that the VAT should arrive shortly.

6.4 Bank Reconciliation End of January 2021. Cllr Barrett advised that he was happy with the Bank Reconciliation sent round promptly.

6.5 Bank Mandate. Cllr Venes advised that he is happy to report that the Bank Mandate after hours spent on the phone by himself, Cllr Chesterman and the Clerk has now been agreed. It is the end of a long soap drama. The Clerk advised that Cllr Venes would love to hear that they have asked for feedback on our recent experience. **It was resolved for the Clerk to forward the email to Cllr Venes and for him to respond on behalf of the Council.**

## **7. Village Matters**

7.1 To receive Report/Schedule regarding Grasscutting/Tender. Cllr Venes had sent round a schedule of work and tender details. **It was resolved to accept these papers and for the Clerk to go out to tender with the tender date being before the next meeting.** Cllr Venes asked any Councillor with contractors details to advise the Clerk urgently.

7.2 Possible movement of Streetlight. The Clerk advised that she had received a quote for the Streetlight and a rough estimate to what the likely bill will be from UKPN. The Clerk advised it is a lot of expense just to move a light and did the owner realise that the pole would still be in place. **It was resolved for the Clerk to continue to get the quotes/permission etc and to advise the owner regarding the pole.**

7.3 Statement on Shore Road.

Council have now received Judge Brilliant's costs decision for the FTT. Although he finds broadly in favour of the PC re Shore Road, he has made no costs award. Our solicitors have recommended that we discuss possible courses of action with our barrister and I have recommended a Zoom meeting be held with our legal team. No date has yet been set. No response from Judge Cooke at the time of writing.

7.4 Village Noticeboard – Maintenance and Repair. Cllr Venes advised that Mr Needham was not able to undertake the necessary repairs to the board and had recommended another person who might be able to undertake. Cllr Greef asked if the board could be replaced with a metal board like in other parts of the village which take less maintenance. Cllr Venes advised that a new metal board could be put in its place and as long as it had stays because of the wind but Cllr Venes advised that a metal board would be around £2,000. The Clerk advised that she had just purchased one for her other parish a metal noticeboard that holds 12 x A4 sheet with a back board and legs is just under £600. **It was resolved for the Clerk to send round the information.**

**It was resolved to open the meeting to allow Parishioners to speak.**

7.5 Village Flooding. A Parishioner advised that he had not seen water like it in Church Street before and his garden was flooded and an old well that had not had water in it for 30 years is full and overflowing and is currently being pumped out onto the roadway. Drain covers in Church Street are raised and bubbling. The Parishioner advised that he had been working with Cllr Needham and between them they had dug ditches and cleared pipes etc. The Parishioner advised that Cllr Needham advised that the reed beds/salting's are clogged up, so the water is not draining well.

Another Parishioner advised that she had been in contact with Cllr Jamieson and James Wild MP. The cottage next to her home and to which they have a shared drive has recently been flooded inside in the living room where the membrane and concrete floor gave way due to the pressure of the water. The water has been re-routed with a ditch and currently her floor is holding. The water table is so raised due to the large amount of rain. The Parishioner advised that Anglian Water had been to assess the situation and had advised that in this area all the surface water drains into the sewage pipe which is usually adequate. Just over a week ago Anglian Water checked the sewage pipe, and it was backed up to The Green. It is obvious that something needs to be achieved as the weather is here to stay and the currently system cannot cope. The Parishioner advised that this situation was long term, and it would take a while to undertake what needed to be achieved and the money cost involved to undertake. The Parishioner advised that with a Parishioner who is an expert in sustainable water management would it not be an idea to get a working party together to work on this long-term project. Cllr Venes advised that this could be achieved and may be one way forward. Cllr Venes thanked Cllr Needham for all his efforts with the flooding. Cllr Needham advised that he knows all the drainage routes in the village, and he believes that to undertake the work on the marsh will be a major player in getting the situation sorted. Cllr Needham advised that it must be two years since the Council paid for Penty Construction to undertake work on the marsh and because of the ground at that time they had not been able to undertake as much as Cllr Needham would have liked. Work can only be undertaken when it is not nesting bird season but unfortunately the other times the marsh is so unstable to get machinery in to

undertake the necessary drainage work. He had asked a groundwork company to have a look and they advised that currently it would not be safe enough to get a digger even small one out onto the marsh safely. Cllr Needham advised that with the Parishioner they had uncovered a sluice which they had freed, and Cllr Needham advised that he had since found a further one and freed that. Cllr Needham also advised that there was a wooden beam that was currently holding water back. The two of them had tried to pull out but it was too heavy but with six people Cllr Needham felt that it was feasible. Cllr Needham advised that he would like to take Cllr Jamieson for a tour of the area and explain to him what was needed and then Cllr Jamieson would understand and be able to relay the message to the necessary powers. **It was resolved for Cllr Needham, Cllr Jamieson and Cllr Venes to meet up at 4:30 on Friday 12 February to undertake. It was also resolved for Cllr Needham to try and sort out clearing the drainage ditches on the marsh. Cllr Barrett advised that the Council do not currently have a blank cheque as this work has not been budgeted for.**

- 7.6 Traffic Management – Parking talking with Landowners/Interesting Parties. Cllr Venes advised that he had sent round a paper regarding this and he would like permission to start to talk with the interested parties. **It was resolved for Cllr Venes to undertake. Cllr Chesterman agreed to assist.**
- 7.7 TPC Historic Documents. Cllr Venes advised that he had been able to go through the papers that had been given to him. He had listed all the documents. Cllr Venes advised that no further work could be undertaken until the hall was open and the group could get into the loft and start work on the papers stored.
- 7.8 Census 2021. Cllr Venes advised everyone that this would take place on Sunday 21 March 2021 and advised everyone to undertake and help in anyway to get an accurate record. Cllr Venes reminded everyone that the census information was a fundamental part of getting the grant money to build the hall without this information it would have been a more drawn-out process.
- 7.9 Date of Annual Parish Meeting 2021. Cllr Venes advised that there were two trains of thought. Have the meeting early virtually via zoom or wait until the end of May and hopefully have face to face. **It was resolved to try and have at the end of May face to face. A date of the 26 May was pencilled in. This would need to be checked regarding the use of the hall.**
- 7.10 Defibrillator - Update. Cllr Venes advised that the Clerk had sent through some more paperwork, but it needed more time than was available tonight. **It was resolved for this item to be placed on the next agenda.**

## 8. Neighbourhood Plan

Cllr Gulliver advised that there was nothing further to advise, it is just waiting for the referendum to take place. Cllr Gulliver reported that the Borough Council were now talking of after the elections due to take place in May. Cllr Gulliver had sent round some guidance from the Borough Council on what to do and what not to do regarding the referendum. Cllr Venes advised that everyone should read. **It was resolved that this item remains on the agenda.**

## 9. Governance:

To review and consider any action necessary.

- 9.1 Training. The Clerk advised that she had attended the NALC Time Management Course. As usual with Time Management Course did not run or finish on time!
- 9.2 Cllr Venes explained regarding virtual meeting having to stop at the beginning of May. Cllr Venes explained the NALC had asked Councils to write to their MP's to lobby so that virtual meetings can continue. **It was resolved that Cllr Venes write to James Wild MP stating that Thornham Parish Council recognises the value that 'virtual' or remote meetings have brought to local government during the Covid pandemic. We strongly urge the government to allow remote meetings to continue when the current legislation expires in May 2021'.**

## 10. Outside Agencies

- 10.1 To receive report from TVH&PF Ltd  
Mr Staveley advised that there is a Trustees meeting next week. The Trustees have been lucky in applying for grants and obtaining grants to keep the hall ticking over whilst the hall remains closed. Work should be starting on the new entrance and car park; this might be delayed due to the weather but will be very welcome when it happens. This will involve use of temporary traffic lights but for as short a time as possible. The Trustees welcomes the Big Tent Meetings highlighting an issue regarding Residents Parking Permits and the issue will be discussed next week. The Trustees have also been contacted by a Football Club wanting to start using the Playing Field. The Trustees will welcome as long as a good mix with the Cricket Club can be achieved.

Cllr Venes thanked Mr Staveley for his report.

- 10.2 To receive a report re Big Tent Meeting.  
Cllr Venes advised that the meeting welcomed new team vicar, Kirsty Allan, who is joining the benefice team. Kirsty will work across the eight churches. Kirsty then introduced herself to the team noting her family and previous experience. She is living in Brancaster. Cllr Venes thanked Mrs Staveley for highlighting that the Church Clock was not working. Thanked to Mrs Mocatta and the newsletter as within a very short space of time the £2,000 was raised with the final figure being £3,770.
- 10.3 To receive a report of Saxon Shore Forum.  
Cllr Venes advised that the main points were parking, the marsh, Holme and Holme Dunes, Brancaster issues all parishes along the coast have similar issues.

## 11. Planning Applications and Determinations:

**It was resolved to open the meeting to allow for the public to speak and then the meeting was closed before a decision was reached and voted on.**

Applications:

- 20/01887/F Application for Single storey rear extension with gazebos at The Orange Tree, High Street, Thornham. After a length discussion **It was resolved to recommend approval, but it was felt that some**

**conditions were necessary. The following to be added and advised to the Borough Council:**

1. Seek professional advice to maximise the number of parking spaces within the current site.
2. Develop strategies that reduce the impact and number of OT staff parking in the immediate area.
3. Ensure greater adherence to the 'Turn Left' sign for traffic exiting from the existing car park, reducing the risk of traffic turning right immediately on to the A149.
4. Close the Children's Play Area not later than 9.30pm and introduce noise mitigation measures to reduce noise pollution.

Determinations:

- 20/01937/F Application for Two storey rear extension to dwelling. at Marshview, Bank Cottages The Green Thornham - **Granted**
- 20/01875/F Application for Rear two storey and single storey extension addition of dormers at Tucks Close, High Street, Thornham - **Granted**
- 20/01768/F Application for Installation of 11 pavilions to rear/north of the premises at The Orange Tree High Street Thornham **Withdrawn**
- 20/01862/F Application for Variation of condition 2 of Planning Permission 20/00075/F: Side and rear extensions to existing cottage at Coastguard Cottage The Green Thornham - **Granted**
- 20/01929/F Application for Front porch, dormer windows and alterations to dwelling at 12 Shepherds Pightle Thornham. - **Granted**

## **12 Highways**

The Rangers are currently deployed in other areas and not currently covering their role.

## **13. Slow Ways**

The Clerk advised that the group were trying to get people to walk route between villages and shops etc and report if the route was accessible for everyone to walk were there parts that you could no longer walk etc. These would all be reported and marked on the main map. There were asking Parish Councils to sign up and pledge to undertake. The Clerk felt that this was more for Parishioners or walking groups as the Parish Council have no resources. **It was resolved for the Clerk to forward the groups website address/details and for Cllr Venes to write up something for the Link.**

## **14. Holiday Lets/Business Rates and Relief**

Cllr Venes advised that this could take time **It was resolved to defer until the next meeting.**

## **15. Correspondence: (see associated papers)**

- 15.1 Hunstanton Tourist Information Centre. **It was resolved to open the meeting to allow Cllr Jamieson to speak.** Cllr Jamieson advised that there

would be a manned Tourist Information Desk in the new library and also the Oasis. **It was resolved to return to closed session and to take no further action.**

- 15.2 CIL Grant The Clerk had previous sent round to Councillors, and they had sent round to various village groups.
- 15.3 NHS Day 5 July 2021. The date was noted, and it is hoped the village groups to undertake to organise some form of action to celebrate.
- 15.4 Queen Platinum Jubilee. Cllr Venes advised that this was already being discussed at a Chair's Meeting. An additional Bank Holiday day will be granted and Thursday June 2<sup>nd</sup> and Friday 3<sup>rd</sup> June will lead into a long week-end of festivities. **It was resolved to defer to the next meeting.**

## 16 Items For Next Agenda

Car Park Full Boards  
Business rates exemption  
Annual Parish Meeting  
Parish Council Noticeboard  
Bus Shelter  
Flooding  
De-Fib  
Queen Platinum Jubilee

## 17. Date, and Place of next meeting.

Parish Council Meeting Wednesday 10 March 2021 at 7.00pm Virtually via Zoom.

With no further business the meeting closed at 21.42pm

| Tn no        | Cheque                 | Gross     | Vat    | Net Invoice date   | Details   | Cheque    |
|--------------|------------------------|-----------|--------|--------------------|---|-----------|
| 49           | Cheque                 | £1,002.87 | £0.00  | £1,002.87 05/01/21 | Sarah Bristow - Wages Oct-Dec                           | £1,002.87 |
| 48           | D/P<br>10.02.21-<br>48 | £126.00   | £21.00 | £105.00 22/01/21   | Westcotec - Repair Faulty Vehicle Activated Sign        | £126.00   |
| 50           | B/P<br>10.02.21-<br>50 | £30.00    | £5.00  | £25.00 25/01/21    | SLCC - Conference                                       | £30.00    |
| 51           | B/T<br>10.02.21-<br>51 | £43.67    | £0.00  | £43.67 01/02/21    | SLCC - membership                                       | £43.67    |
| 52           | B/T<br>10.02.21-<br>52 | £72.00    | £12.00 | £60.00 10/02/21    | Norfolk Association of Local Councils - Training Course | £72.00    |
| 47           | DD<br>11.02.21-<br>47  | £50.21    | £2.39  | £47.82 14/02/21    | E-OnEnergy - Streetlight Energy Jan/Feb                 | £50.21    |
| <b>Total</b> |                        | £1,324.75 | £40.39 | £1,284.36          |   |           |

## **Action List**

### **Cllr Venes**

- Write to the Enforcement Team at the Borough Council re The Pastures window.
- Meet with Cllr Jamieson and Cllr Needham re flooding/drainage
- Write to MP re Virtual Meetings
- Start to talk with interested parties re parking with Cllr Chesterman.
- Write piece for The Link re Slow Ways

### **Cllr Needham**

- Meet with Cllr Jamieson and Cllr Venes re flooding/drainage.

### **Cllr Chesterman**

- Start to talk with interested parties re parking with Cllr Venes.

### **Clerk**

- Send round email re Bank Mandate to Cllr Venes
- Go out to tender re Grasscutting
- Continue with Streetlight Move Quotes and inform Resident of pole.
- Send round Noticeboard info.
- Send Slow Ways information to Cllr Venes
- Make Payments
- Planning Comments
- Make sure items for the next agenda go on the agenda.