

Minutes of the Thornham Parish Council Meeting held on Wednesday 8 September 2021 at 7.00pm at Thornham Village Hall

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

Also present: Clerk, Cllr Lawton & 3 Members of the Public.

1. To receive and consider apologies for absence:
It was resolved to accept apologies from Cllr Gulliver.
Cllr Venes explained that Stephanie Mocatta had been re-elected onto the Council. Stephanie would have signed her paperwork and attended tonight's meeting but unfortunately had a prior engagement.

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.

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

Wheelie Bin in Bus Shelter

Cllr Needham asked if everyone was happy regarding the wheelie bin that arrived in the Bus Shelter after our bin had been taken away. The Clerk advised that this was down to the Borough Council. The Clerk advised that she had checked with the Borough Council to see if they had damaged our old bin whilst emptying etc and they advised that nothing had been reported to them and they volunteered to send down another bin so that we were not without a bin. Cllr Needham advised that the week there was with no bin no litter was left and the wheelie bin is not really in character and does not fit in the area previous provided. **It was resolved for the bin to be removed for a month and see if there is a surge in litter being left. The Clerk advised that she would inform the Borough Council so they did not think that the bin had been taken again.**

4. To Receive Councillor Reports

4.1 County Councillor – Cllr Jamieson
Cllr Venes advised that apologies had been received from Cllr Jamieson as he had a clash in meetings. Please see report attached.

4.2 Borough Councillor – Cllr Lawton.
Cllr Lawton advised that he had nothing specific to report.

Cllr Venes advised that he had received an email from a Parishioner concerned regarding the moving of Hunstanton Bus Station to Tesco on the edge of the town. Cllr Lawton said that the last he had heard a couple of months back was that a turning in point would be located on the triangle green opposite the bus station now. There would also be public toilets in the commercial shops that are being developed on the site. Cllr Lawton agreed to ask the Borough Council for an update and will get back to Cllr Venes with any answers. This item to be an agenda item for October.

Cllr Venes thanked Cllr Lawton for his ongoing help and support.

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

5. Minutes of Annual Parish Council Meeting held on 9 June 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 after the following amendment. Under 3 instead of Fen Path it should read Coastal Path/National Trail.**

5.2 Matters arising from the minutes:

Defibrillator

The Clerk advised that she was tasked to find out further details regarding Community Heartbeat Trust and The Circuit. The Clerk had circulated the long response. They do not register any of their defibrillators with The Circuit which means that they are not accessible to the 999 system. They did advise that they would sell us the necessary equipment e.g., paint and glass to mend the telephone box and transfer ownership once we had purchased the defibrillator from them. After discussion it **was resolved for the Clerk to write and ask if they would consider signing the telephone box over to the Council so that the Council can repair. The Clerk also agreed to find out the cost of refurbishment.**

Coastal Path/National Trail

Cllr Venes advised regarding getting the path cut and then it not being cut to standard. Cllr Venes arranged for a site meeting with the team which included Benjamin Grapes, Russell Wilson and David White an Ecologist. Cllr Venes, Cllr Needham and Cllr Barrett were also present. The Trails Team explained that the hedges are not their responsibility they are the landowners on either side. The Trails Team are only responsible for the actual ground path. They advised that they are going to apply for funding and seek permission from the likes of the Environment Agency and Natural England to actually make the path 1.5m wide and put down a natural hard surface which should be a big improvement. Cllr Venes explained that it was a good meeting and understood the position better. Cllr Venes did explain that they were prepared for us to take on the maintenance, but the money amounted to less than one decent cut. **It was resolved for this item to be placed on the next agenda.**

6. Finance:

To review and consider any action necessary.

6.1 Finance Chair's Report. - Cllr Barrett advised that the finances were in a good position currently at £71,296.40 but there were still a few invoices to be paid when they arrive.

6.2 1st Quarters Accounts April – June 2021 Cllr Barrett advised that he had gone through the accounts and undertaken an audit for April to the end of June this was checked by Cllr Chesterman and found to be an accurate record. Cllr Venes asked for a vote to accept the accounts as an accurate record for the 1st quarter. **It was resolved to accept.**

6.3 Monthly Accounts for Payment. The Clerk had sent round a payment list with the agenda and read out all the payments. The Clerk advised that she also wished to refund for part of the Streetlight that was not necessary to move of £867.29. **It was resolved for these payments to be made.**

- 6.4 Money Received. The Clerk advised that £178.40 had been received for VAT Refund. The Clerk advised that £44.94 was from the previous year that as under a hundred pounds so was unable to apply for.
- 6.5 Bank Rec August 2021 Cllr Venes advised that this had been circulated with the agenda. **It was resolved that this balanced and everything in order.**

7. Village Matters

- 7.1 Possible movement of Streetlight. Cllr Venes advised that the new lantern was now in place and had sent round some photographs earlier today. The refund had just been agreed so this item has now been achieved and **It was resolved to remove from the agenda.**
- 7.2 Statement on Shore Road. The Chair read out the following report:
I checked with our solicitors on 3rd September, and this is the latest information to hand. No progress or substantive decisions were made during the summer period. The Tribunal did not give permission for the opposing party to cross appeal and have confirmed that a decision will be made on the appeal, possibly in mid-September.
- 7.3 Bus Shelter Cllr Needham and Cllr Chesterman advised that they received one email from a Parishioner very negative to the need for any bus shelter. Cllr Venes advised that he had placed a piece in The Link and had not received any reply. Cllr Venes said that it would seem that no one is interested in a new bus shelter and proposed that no further action is taken, and the old bus shelter will remain. Cllr Venes took the vote on taking no further action and **It was resolved for this item to be removed from the agenda.**
- 7.4 Insurance – to Review Schedule. There were no changes that needed to be made to the policy and the payment has been approved.
- 7.5 Flooding
a. Choseley Road – Email from Parishioner
b. Flooding Emergency Plan - Emergency Flooding Plan and Liaison with Local landowners re flood mitigation measures.
Cllr Venes advised regarding the email from the Parishioner that had been circulated and the need to liaise with the Local Landowners. Choseley Road has always seen water accumulate with large rainfall. The water runs from the land downhill. Cllr Needham advised that the grips in the area should be cleared out on a regular basis which is something that NCC do but not do regularly enough. Cllr Needham advised that he did not know if another grip would make any improvement. **It was resolved for Cllr Venes to write back to the Parishioner and explain that it is part of the flood measures that the Council are currently looking into and ask NCC Highways if they could clean out the gullies.**

8. Planning Applications and Determinations:

The Chair noted the Neighbourhood Plan was now a Made Plan and would inform Council's decision making.

Applications:

- 21/01635/F Application for a proposal to include a garage conversion/alteration to an en-suite and dressing room, internal alterations and insertion of new windows to front elevation, proposed cladding to front elevation and a new domestic vehicular access at Estoril 20 Shepherds Pightle

Thornham. Nothing in the plan contravened policies in the Neighbourhood Plan. **It was resolved to recommend approval.**

Determinations:

21/00415/F Application for Extensions and alterations to dwelling Mulberry Cottage 13 Green Lane Thornham. **Granted**

21/00579/F Application for Variation of Condition 2 of Planning Permission 20/00871/F: Demolition of existing dwelling and construction of 3 replacement dwellings at Quavers, High Street Thornham – **Granted**

21/00137/NMA-1 NON-MATERIAL AMENDMENT for Planning Application 21/00137/F: Additions to side, front and rear of property and associated works. New access from highway and removal of the existing. At Shires, Ploughmans Piece, Thornham.- **Granted**

21/01333/F Application Following approval of reference no. 04/01501/F, we require fenestration alterations to plot 11 Street Record St Georges Court Thornham. **Granted**

04/01501/NMAM-2 NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 04/01501/F: Construction of 13 houses at Land West of Cartwell House Ship Lane Thornham – **Granted**

21/00579/NMA-1 Application for NON-MATERIAL AMENDMENT for Planning Permission 21/00579/F: Variation of Condition 2 of Planning Permission 20/00871/F: Demolition of existing dwelling and construction of 3 replacement dwellings Quavers High Street Thornham - – **Granted**

9. Neighbourhood Plan

Cllr Venes explained that now that the Neighbourhood Plan had been approved there is a need to implement with regards to Planning Applications received. Cllr Venes advised that a meeting has been set up between the Parish Council and the Neighbourhood Planning Team to discuss the way forward. Cllr Venes advised that he had drafted a Management Policy document covering this and had sent to Alan Gomm at the Borough Council for comment and once received he would circulate to everyone involved. **It was also resolved for the Clerk to write and thank everyone involved.**

10. Governance:

10.1 To note By Election process for casual vacancy was published by BCKLWN Electoral Services on 25 August and nominations closed the Friday 3 September. If there is more than one candidate, the election will be held on Thursday 30 September between 7.00am to 10.00pm at Thornham Village Hall. As previously stated, Stephanie Mocatta was the only nomination for the Casual Vacancy and was therefore elected unopposed, and everyone is looking forward to working together. Cllr Venes advised that he was glad that someone had come forward on the third attempt but was concerned for the future and if there will be any candidates for the next election. Cllr

Chesterman advised that there was not many of the old parishioners left in the village and not many people with time on their hands but perhaps some promoting of the Council and what is achieved should be given some thought. Cllr Venes agreed.

- 10.2 Policy Review Schedule – The Clerk agreed to undertake for the October Meeting.

11. Outside Agencies

11.1 To receive report from TVH&PF Ltd and to consider the possible plan for replacement of the Cricket Pavilion. TVHPF Working Party to attend the meeting. Cllr Venes advised that unfortunately the gentleman who was due to present to the meeting this evening is unable to join us. **It was resolved for this item to be deferred to the October meeting.**

11.2 To receive a report on the Big Tent meeting held on the 17 July. To note that a Working Party to manage arrangements for the Queen's Platinum Jubilee has been formed. Cllr Venes informed Council of the names of the initial members of the Queen's Platinum Jubilee Working Party. If anyone was able to join them, they would be welcome. Cllr Venes advised that the group will undertake a presentation but not necessarily at a Parish Council meeting.

12. Health and Safety and GDPR Updates – if any

Cllr Barrett agreed to speak with Jan Mitchell regarding a review of the Health and Safety.

13 Highways

13.1 To Note latest developments from NCC Highways re Staithe Lane Closure. Cllr Venes advised that he had spoken to a Highway Officer, and she had advised him that the work had been increased and was now set to start phase one of three next week. The first phase is to build up the verges on both sides and clear out gullies, ditches and culverts to improve drainage. Cllr Needham advised that cars need to be able to go up the verge to pass safely and how would that work if the verges would be higher. Cllr Venes advised that Ms Bettinson was not available so was unable to find out exact details. The second phase was to sort the natural springs and then finally the 3m wide surface dressing. This was also taking into account the flora and fauna in the area. It is hoped that it will be totally achieved by the end of October.

13.2 New Markings. Cllr Venes had advised previous via email that the new markings on the bus stop and outside the Orange Tree had been achieved. Cllr Greef advised that parking is still happening on marked area on the bus stop but mainly when the buses had finished for the day.

14. Correspondence:

14.1 Letter from E-On Energy regarding price increase. The Clerk advised that she contacted E-On Energy regarding if going on a contract would be cheaper. They advised again that it would not be cheaper as currently we do not pay a standing charge and would have to if went on a contract. The Clerk advised that she is checking with another supplier just to check that the deal is the best on offer.

14.2 Letter from Borough Council of King's Lynn & West Norfolk – TPO Land West of Choseley Road. The Clerk advised that a TPO had been applied for several trees and read them out.

15 Items For Next Agenda

No additional items than those already mentioned.

16. Date, and Place of next meeting.

Parish Council Meeting **Wednesday 13 October 2021** at 7.00pm At the Village Hall.

With no further business the meeting closed at 20:26pm

Action List

Cllr Venes

- Speak with Parishioner regarding Choseley Road Flooding
- Speak with NCC Highways regarding Gullies

Clerk

- Advise Borough Council re Litter Bin
- Policy Review Schedule
- Make Payments
- Write to Community Heartbeat Trust re Telephone Box
- Write thank you notes to all Neighbourhood Plan Volunteers
- Make Payments
- Planning Comments
- Make sure items for the next agenda go on the agenda.

Thornham Parish Council

Expenditure transactions - payments approval list

Start of

year 01/04/21.

August Payments

Tn no	Cheque	Gross	Vat	Net Invoice Date	Details	Cheque
23	DD 11.08.21- 23	£50.21	£2.39	£47.82 01/07/21	E-OnEnergy - Electricity for Streetlights	£50.21
24	DD 05.08.21- 24	£220.00	£0.00	£220.00 03/08/21	L A English Contractors - To cut the grass on the following areas within the village 17 times a year: Parish Signs at both ends of the village, Conrer of Church Street and the Green, Ship Lane and Church Street Junction, Hall Land and High Street Junction and the Millenium Bus Shelter Green. There will be additional works eg pruning bushes and trees and these will be agreed with the Clerk. This is on an annual renewal by agreement of both parties	£220.00
Total		£270.21	£2.39	£267.82		

September Payments

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque
26	B/T 08.09.21- 26	£128.40	£21.40	£107.00 12/08/21	Edge It Systems - Accounts Package	£128.40
25	D/P 10.09.21- 25	£770.31	£0.00	£770.31 17/08/21	BHIB Insurance Brokers - Insurance	£770.31
27	D/P 10.09.21- 27	£37.50	£0.00	£37.50 08/09/21	Sarah Bristow - Flowers for Megan Greef	£37.50
Total		£936.21	£21.40	£914.81		

Credit Payment

Tn no	Ref.	Gross	Vat	Net	CtteelInvoiced ate	Details	Ref. Total
8	B/T 08.09.21-8		-£867.29	£0.00	-£867.29 Counc 07/09/21	Sally Burr - Refund from Streetlight Move minus £375.00 for new latern, bulb and bracket.	-£867.29
Total			-£867.29	£0.00	-£867.29		

Cllr Jamieson's Report

Parish report Sept 21

£1 million Road Safety Community Fund

There is a growing need for NCC to work with County Councillors and local communities to provide small scale road safety schemes that address specific local issues; schemes which are unlikely to be funded and delivered from other sources.

Therefore I proposed and NCC is now setting up a £1m capital fund dedicated to deliver 100 new road safety schemes in local communities across Norfolk over the next four years.

These community-focused capital schemes are to be small scale (up to £10,000 each) local highway improvements, such as speed limit changes and other signing and lining changes, which will help address local issues and concerns.

Larger schemes will need to be considered as part of the wider Highways Capital Programme.

However, in some instances, local communities may also wish to contribute to scheme costs eg via Parish Partnership fund in order to bring the scheme within the £10,000 scope of the RSCF.

Typical speed limit changes can cost around £5,000 each and can often take around 12 months to implement, as there are public consultation and statutory legal processes that need to be followed as part of the Traffic Regulation Order process. However, there are many variables that may affect this cost and there may also be efficiencies by sharing certain costs between different sites. Therefore, it is proposed to batch changes by geographical area to optimise these efficiencies. A suggested programme is:

- Year 1: King's Lynn & West Norfolk (in recognition of a lack of focus heretofore) ;
- Year 2: North Norfolk, Broadland & Gt Yarmouth;
- Year 3: South Norfolk & Breckland;
- Year 4: Norwich & other subsequent requests

Local Highways Area teams will assist by providing advice to communities on engineering solutions etc. the programme will then be managed by a specialist team, established to deliver this and a number of other parking and alternative transport related issues.

As well as this, a new £10m Highways Maintenance Pothole Fund will mean an extra £2,500,000 spent each year for the next four years on resurfacing, surface dressing, drainage improvements, bridge maintenance and pothole repairs. This financial year, the extra money would include an extra £400,000 spent on fixing potholes, and an additional 54 miles of existing road surfaces re-sealed at a cost of £1.1m to prevent potholes opening up.

This extra £1.1m is in addition to the £42 million budget for roads and infrastructure that was agreed in February 2021.

Norfolk's response to Afghan crisis

There has been an enormous response to NCC appeal for help in resettling Afghan refugees, which we are doing in collaboration with our District (Borough) colleagues. We've already started resettling Afghans with more set to arrive in the coming days and weeks. They will be given housing and support and assistance to help them establish their new lives in the UK. This support includes school places for children, physical and mental health support, help to learn English, help registering with local services and help to find jobs.

If you want to help, NCC is working through ARAP (Afghan Relocations and Assistance Policy), for people and their families who supported the military as well as others who have been evacuated from the country. If you would like to donate or volunteer your time, please go to www.gov.uk/help-refugees. We are using this service to manage the high number of donations and offers we are receiving.

We urgently need:

- Bed frames and bedside cabinets
- New mattresses
- Bookshelves
- Curtains

- Dining tables and chairs
- Small appliances (such as toasters, microwaves, vacuum cleaners)
- Freestanding kitchen appliances such as cookers, fridges, washing machines
- Sofas and armchairs (these must have a fire safety label)
- Televisions, DVD players and set top boxes
- Wardrobes, chests of drawers and dressing tables
- Garden tools
- Gift vouchers, eg Argos, B&Q, Currys – we can use these to buy essential items that we're short of

We do not need:

- Bedding and towels
- Baby clothing – you could donate spare items to **Baby Bank Norfolk** instead
- Old mattresses
- Crockery and cutlery
- Cups and glasses
- Food and Toiletries– you could **donate to our Hunstanton foodbank** instead

How to donate money: A refugee fund has been launched by the Bishop of Norwich to enable people to donate to refugees from Afghanistan re-settling in Norfolk. You can donate money to the Bishop's Refugee Fund in these ways:

- Donate online through the Diocese of Norwich website
- Bank transfer using payment reference Bishop's Refugee Fund, Sort code 20-62-61, Account number 30674508. Account name: "NORWCH DIO"
- Cheque made payable to 'NDBF Ltd'. Please include a covering note to say it's for the Refugee Fund and post to 109 Dereham Road, Easton, Norwich, NR9 5ES.

Accommodation

Norfolk will not be hosting Afghan arrivals in the homes of local residents, so we are not asking people to come forward with offers of a spare bedroom. If you have a spare room and want to use it to help others, **Refugees at Home** is a UK charity which connects people with a spare room in their home to refugees and asylum seekers.

One Million Trees for Norfolk

We set aside money in the budget to fund the planning of one million trees in Norfolk over the next four years. Parishes, community groups, landowners and residents are taking part in a range of different initiatives, depending on what is appropriate for the area: we can advise on a wide range of planting schemes or how to improve management of existing trees, or on Natural Regeneration projects. Depending on what you'd like to achieve, we could offer support with:

- Planting designs
- Advice or matching you up to funding opportunities
- Linking you up with partners
- Planting and aftercare advice
- Supplying trees and tree protection

To apply go to www.norfolk.gov.uk/what-we-do-and-how-we-work/campaigns/1-million-trees-for-norfolk/get-involved/apply-for-support . If you have any questions in the meantime, contact us at tree.planting@norfolk.gov.uk . Good luck!