

THORNHAM PARISH COUNCIL

You are hereby summoned to attend the Parish Council Meeting of Thornham Parish Council on Wednesday 13th September 2023 at 7.00pm to be held at the Village Hall, Thornham

Sarah Raven

Dated 7th September 2023

Clerk Sarah Raven
5 Wells Road, Burnham Overy Town,
PE31 8HU Tel: 07741928990
Email: thornhampc@gmail.com

Members of the Public are welcome to join the meeting.

AGENDA

Welcome by Chair.

If any member of the Public present wishes to address an item on the Agenda please advise at agenda item 3 public questions or by speaking with the Clerk prior to the start of the meeting. The item may be considered earlier.

- 1. To consider accepting apologies for absence.**
- 2. To record declarations of interest and requests for Dispensations by Councillors in any of the Agenda items listed.**

Please indicate if there are any interest, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.
- 3. To adjourn the meeting to invite public participation – including questions and statements relating to items on this agenda.**
- 4. To Receive Councillor Reports**
 - 4.1 County Councillor – Cllr A Jamieson
 - 4.2 Borough Councillor – Cllr T De Winton
- 5. Minutes of the last council meeting held on the 13th July 2023**
 - 5.1 To consider and approve the Minutes.
 - 5.2 To update and consider the Clerks Report.
- 6. Finances To review and consider any action necessary.**
 - 6.1 Finance Chair's Report
 - 6.2 Monthly Accounts for Payment (see below)
 - 6.3 Money Received.
 - 6.4 Bank Rec July and August 2023
 - 6.5 To consider a grant for the Thornham Village Hall & Playing Field for £500.00
 - 6.6 To update on the CIL self build Exemption.

- 6.7 To consider the insurance quotes for renewal
- 6.8 To agree the Terms of Reference for Advisory Group for Finance and Staffing
- 6.9 To approve the Asset List recommendations from Advisory Group.
- 6.10 To appoint the internal auditor for September 2023 and for April 2024.
- 6.11 To approve the wages for Clerk quarterly and agree the wage slip up to end of September.
- 6.12 To approve the completion of the Audit by the External Auditor

7. Village Matters

- 7.1 To receive an update on the streetlighting and timers and to discuss the remaining streetlights to be upgraded
- 7.2 To update on Castle Cottages grass verge
- 7.3 To update on the telephone box
- 7.4 To discuss correspondence received regarding ownership of pieces of land near marshes
- 7.5 To discuss the costal path grass cutting.
- 7.6 To update on Anglian Water works in October.
- 7.7 To discuss a “no dog fouling” sign at Shepherds Pightle.
- 7.8 To discuss having a suggestion box at the Village Hall 10th Anniversary Day.
- 7.9 To discuss swift boxes in the village.
- 7.10 To discuss future community events in the Village Hall.

8. Governance

- 8.1 Training update

9. Outside Agencies

- 9.1 To receive report from Thornham Village Hall & Playing Field Ltd ((TVH&PF Ltd)
- 9.2 To receive report from United Charities – Jubilee Meadow
- 9.3 To receive report from Saxon Shore meeting.
- 9.4 To receive report from Police SNAP meeting.

10. Highways

- 10.1 To discuss the Parish Partnership Scheme
- 10.2 To update on the posts at Staithe Lane
- 10.3 To discuss the signage at The Harbour
- 10.4 To discuss the complaint regarding verges not being cut by Norfolk County Council

11. Health and Safety and GDPR Updates

- 11.1 To discuss the redacted of information from emails regarding data protection.
- 11.2 To update the Information Audit for GDPR

12. Planning Applications and Determinations

In order to reduce the number of extra ordinary meetings called, any applications which have been received by the Parish Council since the publication of the agenda and the actual meeting, will be considered at said meeting, unless the Parish Council decide otherwise. All applications will be listed with a decision of the minutes of the next meeting.

12.1 Ref: 23/014 12/F Rose Cottage High Street Thornham PE36 6LX Rebuild the existing brick and chalk front wall which is defective and needs rebuilding. Coping stones to be reused. Replace the fence around the rear garden with a chalk and brick wall. To be installed within the boundary of the property to a height of 1.8 metres.

Decisions made by Parish Council since last meeting:

23/01238/F Lombardy High Street Thornham Hunstanton Norfolk Proposal: Remove Condition 1 and Variation of Conditions 2,3,4,5,11,14 and 15 of Planning Permission

22/01913/F: Construction of 2 new dwellings following demolition of existing dwelling Lombardy High Street Thornham Hunstanton Norfolk

Comments: There are several outside lights which are not attached to the houses. The neighbourhood plan does include a section to limit the impact of light pollution from artificial light to allow for Dark Skies.

23/01296/F Megget Ploughmans Piece Thornham HUNSTANTON Norfolk Replacement Dwelling - **OBJECT** – The layout and density of the building design including the size and materials being used together with the visual appearance with finishing materials are out of keeping and character of the area.

Decisions Made by Borough Council since last Meeting:

23/00817/F Thornleys Barn Highway Street Thornham Hunstanton Norfolk PE36 6LX – Variation of Condition 2 of Planning Permission 21/01826/F – Extension and alternations to existing dwellings – Application Permitted 20th July 2023 Delegated Decision

23/00124/T TREECA Harrier Cottage High Street Thornham Norfolk PE36 6LX – T1 Cedar Tree – Reduce height to the height of the Beech tree besides it, remove overhanging branches on the neighbours side, leaving what would be best described as an ivy covered tree trunk, this will be left as an eco habitat for birds and insects – Tree Application – No objection 2 August 2023 Delegated Decision.

23/00593/F Land S of Manor Farm and W of Ringstead Road Thornham Norfolk- Demolition of two barns and development of 5 new residential dwelling Application Withdrawn 22 August 2023 Withdrawn Application

23/00967/F 4 Green Lane Thornham Norfolk PE36 6NQ – Small rear extension and minor window and door alterations to a previously approved planning consent 22/00649/F Application Permitted 22 August 2023 Delegated Decision.

13. Policies:

13.1 To update the Grant Award Policy and Form

14. Correspondence received:

14.1 To discuss the freedom of information request received on 18th August.

15. Items for Next Agenda

16. Date and Place of Next Meeting to be changed to Wednesday 11th October 2023 at 7pm in Thornham Village Hall.

Date and times of meetings: - All meetings start at 7.00 pm in the Thornham Village Hall 8th November, 13th December 2023.

| Late Payments | Payment £ |
|--|------------------|
| Norfolk Parish Training (Already agreed by email and Paid) | 40.00 |
| English Country Gardens (Already agreed by email and Paid) | 440.00 |
| | |
| Payments to be approved: | |
| S Raven Recorded Delivery and stamps | 3.70 |
| S Raven Pay as you go SIM | 5.00 |
| S Raven Land Registry Search | 6.00 |
| S Raven Storage Box | 17.99 |
| S Raven stationary (folders/files, | 13.49 |
| Npower Direct Debit | 62.18 |
| S Raven wages | |
| English Country Gardens | 220.00 |
| PKF Littlejohn (Audit) | 378.00 |
| Npower | 61.47 |
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