

# THORNHAM PARISH COUNCIL

Minutes of the Thornham Parish Council Meeting held on Wednesday 8<sup>th</sup> November 2023 at 7.00 pm at Thornham Village Hall.

## **Present:**

Cllr S Mocatta (Chair), Cllr A Chesterman (Vice-Chair), Cllr A Needham, Cllr I Barrett, Cllr D Arthur and Cllr T De Winton (Borough Councillor).

Clerk: Sarah Raven

Members of the Public: 2

## **1. Apologies for Absence:**

It was resolved to accept apologies from Cllr S Greef and Cllr A Jamieson (personal).

## **2. Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda items listed:**

None

## **3. Public Participation:**

- Drains – Cllr Needham had contacted Anglian Water regarding the drains on Church Street as these were overflowing during the heavy rainstorms.

## **4. Councillor Reports:**

4.1 County Councillor Cllr A Jamieson – None.

4.2 Borough Councillor – Cllr T De Winton has now received all dates for the Parish Council meetings for 2024. He explained that Hunstanton Tennis Week seemed to run smoothly with no reports like previous years. Police did an excellent job. He explained about the Planning Committee and the purpose of calling in planning applications. Discussion on primary residence and what qualifies for CIL purposes. Ideally, this can be achieved by checking the electoral role, council tax bill to show domestic council tax, or HMRC test.

## **5. Minutes of last council meeting 11<sup>th</sup> October 2023**

5.1 **Consider and Approve the Minutes:** The Minutes were circulated before the meeting. The minutes were APPROVED and signed as a true copy by the Chair, Cllr S Mocatta.

5.2 **Clerks Report** – Circulated before the meeting. Still outstanding was the coastal path sign, no update from Norfolk Trails as to when this will be repaired. Norfolk Records Office appointment on 28<sup>th</sup> November for old minute books to be deposited. Site visit with Health & Safety on 22<sup>nd</sup> November. Appraisal moved to December. Saxon Shore booked for Thursday 14<sup>th</sup> December.

## **6. Finances**

6.1 **Finance Chair Report** – Cllr I Barrett reported on the finances. Community Account £764.63, Business Account: £66,484.65 total £67249.28. CIL balance is £19138.83 ringfenced in the business account.

### **6.2 Accounts for Payment:**

<b>PAYMENTS to be APPROVED</b>	
BCKLWN (election costs)	54.60

Parish Online	48.00
NP Law (legal advice)	213.36
Stephen Martyn Website Design	150.00
English Country Gardens	110.00
Npower Direct Debit	104.13
A McGinn Ditch works	562.80
A Needham Ditch works railings	80.00

These payments were APPROVED.

### 6.3 Money Received:

Receipts	£
CIL receipt BCKLWN Lombardy	3496.79

- 6.4 **Bank Reconciliation October 2023** – Bank Reconciliations for both accounts, Statements and Budget Comparison had been circulated to all Councillors. These were AGREED.
- 6.5 **Internal Control** – This had been carried out by Cllrs S Mocatta and A Chesterman. There were no concerns.
- 6.6 **Six-month Internal Audit:** This has been completed by Glynis Allen. Only one query which was answered by Clerk. No other queries.
- 6.7 **Draft Budget by Advisory Group** – This had not taken place by the Advisory Group due to Clerk being unavailable. This was now to take place on 23<sup>rd</sup> November if Village Hall was free.
- 6.8 **Grants from Thornham Village Hall & Playing Field, Thornham United Charities and Thornham PCC for 2024:-** These again were not discussed due to the Advisory Group being cancelled. The recommendations would be available at the December meeting.
- 6.9 **Quote for installing dog bin and reduced size:** The quote from A Needham was agreed at £78.00. It was agreed to order the smaller size dog bin of 25lt from Glasdon.
- 6.10 **Coastal Path Cutting** – English Country Gardens invoice of £55.00. It was AGREED to pay this. This was considered an urgent health and safety reason in July/August due to start of school holidays to get this cut back under delegated decision as a one-off payment.

## 7. Village Matters

- 7.1 **Community events in Village Hall** – Bingo arranged for 16<sup>th</sup> December at Village Hall. Lots of ideas being discussed.
- 7.2 **Drainage Ditch** –The quotes for A McGinn and A Needham to clear the ditch were agreed via email of £562.80 and £80.00 respectively. This work has now taken place.
- 7.3 **Noticeboard Quotes:** It was agreed to check the sizes of the noticeboard posts and if compatible AGREED to order a new wood noticeboard from Harry Stebbing at a cost of £2220. It was AGREED to have a header board all in capitals and to be black vinyl lettering.
- 7.4 **SAM2 data:** Clerk to liaise with Speedwatch and arrange for the SAM2 data to be downloaded or repaired. Volunteers to be asked for in the write up in the Link to assist with the Speedwatch in the parish.
- 7.5 **Quote for Telephone Box Sign** – This was AGREED to purchase 2 signs at the cost of £16.92 plus VAT per sign.
- 7.6 **Update for land registration with HM Land Registry at Shore Road:** Hayes & Storr, solicitors acting for the Parish Council had confirmed the application had

been sent in March 2023 to the HM Land Registry and was still pending to be registered.

- 7.7 **Wash Barrier Presentation:** Cllr Needham explained he attended along with the Clerk. Discussion on the presentation and what the proposals were from Centre Port. The barrier would be from Boston/Skegness across the wash to probably come ashore about Hunstanton/Holme area. This was for a container port at Boston and turbines to generate tidal power for electricity. The Borough Council had not been approached by Centre Port and nor had the other organisations for input. This item to be put on the Saxon Shore agenda and put on for the December PC agenda.

## 8. **Governance:**

- 8.1 **Training Update** – Cllr S Greef attended the GDPR course and will circulate the slides from the course. Clerk had attended the Seminar with Norfolk Parish Training & Support. Stickers ordered for defib which were free with name and address on and biodiversity which needs to be placed on the agenda for next meeting.

- 8.2 **Access to Information Policy** – It was AGREED to adopt this policy.

## 9. **Outside Agencies:**

- 9.1 **Thornham Village Hall & Playing Field Ltd (TVH&PF):** [Report attached.](#)

- 9.2 **Representative to join TVH & PF:** There is no representative for the Parish Council on TVH&PF at present.

- 9.3 **Thornham United Charities:** [Report attached.](#) Update given on report. Crowd funding was £29,950 after deductions. Wonderful reflection of community and project. Memorial trees to be planted in the south-west corner of Jubilee Meadow. Information boards will be at Drove Farm gate and intersection of permissive path and field. Seed has not been sown yet due to weather conditions. Trees hope to be placed by February 2024 and then in Autumn 2024. Biodiversity could work by including the two local ponds for biodiversity with the Parish Council support.

## 10. **Highways:**

- 10.1 **Post on Ship Lane** – Post has been hit on the corner of Staithe Lane and Ship Lane. Clerk to report to Highways.

- 10.2 **Pedestrians walking on A149** – Dangerous that pedestrian are walking on the A149 and not walking on permissive path. Clerk to liaise with Cllr A Jamieson to see if a sign could be produced from his members fund.

- 10.3 **Posts on Staithe Lane** – Cars are now parking on the other side of Staithe Lane since the posts have been placed. Resolved to monitor the situation of cars parking.

## 11. **Health and Safety and GDPR Update:**

Health and Safety due to visit on 22<sup>nd</sup> November for review of policies and site meeting.

## 12. **Planning:**

### **Decisions made by Parish Council since last meeting:**

23/01716/F Proposed first floor accommodation over existing garage | Salt Marsh Ship Lane Thornham HUNSTANTON Norfolk PE36 6LT – No comments submitted.

### **Decisions made by Borough Council since last meeting:**

23/01412/F Rose Cottage High Street Thornham Norfolk 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. Application Permitted 13 October 2023 Delegated Decision.

**13. Correspondence:**

- 13.1 **Freedom of Information request 4 October for an internal review –**  
Internal review had been completed by Cllrs S Mocatta and I Barrett and response sent.
- 13.2 **Freedom of Information request 4<sup>th</sup> October Ref 003:** Response had been drafted and circulated and advice taken from NP Law solicitors.
- 13.3 **Freedom of Information 13 October:** Advice being sought from NP Law solicitors and a draft reply to be circulated for approval.
- 13.4 **Filming in the parish:** Clerk had spoken direct and advised to contact landowners directly.
- 13.5 **Consultation for Polling Station and Districts from Borough Council:** The polling station will still be in the Village Hall at Thornham. No comments to be made.

**14. Reports from Councillors and Clerk on any meetings attended.**

Cllr S Mocatta had attended the presentation of the repairing of the boardwalk at Brancaster. Recycle plastic being used and will be wider. It will be wide enough for a wheelchair and with passing places.

**15. Items for Next Agenda:**

None.

**16. Date and Place of Next Meeting Wednesday 13<sup>th</sup> December 2023 at 7.00pm in Thornham Village Hall.**

Meeting closed at 8.55 pm

.....Chair

Dated:

**THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL AND SIGNED ABOVE BY THE CHAIR**

## **TVH Report to the November PC Meeting**

- The new team of Trustees continues to settle down. Jeremy Cave has settled into his new role as Chairman and I am now the Company Secretary. Helen Curran has taken over the role in charge of H&S, working in conjunction with our Consultant, Jan Mitchel, and Lucinda Reddyhof will oversee Marketing and Publicity, an area in which she has considerable expertise.
- There have been a number of Car Parking issues recently, particularly unfortunately on our 10<sup>th</sup> Anniversary event. This was due to a failure by the Car Parking Company to execute our instructions properly. This has now been sorted and procedures put in place to avoid a recurrence. We wholeheartedly apologise to anyone who was inconvenienced by this, It was, unfortunately beyond our control.
- Live broadcasting was reinstated last night. 55 people attended. The atmosphere from the start was very animated and with good reason: the technology worked perfectly with stunning visual and audio reception. The ballet (Don Quixote) itself was wonderful - the dancing, the music and incredible scenic manipulation. The guests of honour at ROH were the King and Queen. Our audience was totally involved and very complementary. In other words, we had a huge success!

John Warham

Secretary

8<sup>th</sup> November 2023

## **Thornham United Charities – Jubilee Meadow Working Party**

Report to Thornham Parish Council 8<sup>th</sup> November 2023

Thanks to the amazing generosity of our community and the nature of the project having such popular support the Aviva Wild Isles Crowdfunder raised just under £30,000 with donations, match funding and Gift Aid when it closed at the end of October. Thank you to everyone who helped in this. It is a real bonus in our development of the memorial tree area and will hopefully allow some additional tree planting and facilities on the meadow.

### **Practical details update.**

The team had a very helpful and constructive meeting with Jules Baird of Barcham Trees on 19<sup>th</sup> October. We now await her written report and planting plan plus outline quotes for the purchase of trees. She was also able to recommend a contractor who undertakes most of Barcham's major planting work who will also submit a quote for the work required. The team are also seeking other quotes for comparative purposes. This work will also help the team plan not just the immediate task but help us to plan future development and maintenance work in more detail. Once we have had time to

consider the planting plan we will liaise with donors who sponsored trees, saplings and seeds. We are also investigating memorial plaques and information boards for the meadow.

You will all have noted the heavy and consistent rainfall through October. Not surprisingly therefore Ed Cross, our consultant on the wildflower element of the project, has delayed the sowing of the seed via a heavy tractor. We are consulting with Ed about the best way forward. What was pleasing re the rainfall was that the work undertaken by Highways, local landowners, TVHPF and TUC meant that neither Playing Field, Jubilee Meadow or permissive path was under water as has previously happened.

### **New Developments**

Following our attendance at the North Norfolk Landscape Recovery Scheme meeting in Deepdale on 12<sup>th</sup> October we are meeting with Becky Banks, Norfolk Rivers Trust, on the morning of 8<sup>th</sup> November. I may be able to give a brief oral update at the meeting.

We have formally indicated our interest in the scheme. The meeting with Becky should help her to understand our project and us to understand how we need to develop our potential application. NNLRS is a part of DEFRA's Environmental Land Management Scheme which replaced Higher Level Stewardship Scheme. It is a long term, ie 25 year, support package which could help to ensure the future development and maintenance of Jubilee Meadow. Thus, it is of considerable interest to us. It also strongly urges co-operation between local groups/landowners to ensure best outcomes for nature recovery, bio-diversity gains and environmental protection from flooding and other threats. It has a strong focus on local control of the scheme and the team are interested in talking with other locally interested parties to investigate a co-ordinated and coherent local response.

CV for Jubilee Meadow Working Party

03.11.23