

# THORNHAM PARISH COUNCIL

Minutes of the Thornham Parish Council Meeting held on Wednesday 14 February 2024 at 7.00 pm at Thornham Village Hall.

## **Present:**

Cllr A Chesterman (Vice-Chair), Cllr A Needham, Cllr S Greef, Cllr D Arthur

Clerk: Sarah Raven

Members of the Public: 2

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

It was resolved to accept apologies from Cllr S Mocatta, Cllr I Barrett 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:**

- Second Homeowners Council Tax – To be placed on agenda for next meeting. Clerk to ask Cllr De Winton for update on this matter.
- Parking on road at Ship Lane – Near misses with pedestrians walking in the road past the vans. Clerk to contact Police Liaison about this parking and High Street.

## **4. Councillor Reports:**

4.1 County Councillor Cllr A Jamieson - None

4.2 Borough Councillor – Cllr T De Winton – This was circulated before the meeting.

## **5. Minutes of last council meeting 10 January 2024**

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 Vice-Chair, Cllr A Chesterman.

5.2 **Clerks Report** – Circulated before the meeting. Updates as follows: PAT test to be completed on laptop but currently electrician unable to do this; Dog bin at Jubilee Meadow has been installed; Noticeboard to be ordered; Light over Giveway at Ringstead Road junction still to be completed. Streetlights have been reported for repair which were highlighted on inspection; website under construction and to be completed in due course.

## **6. Finances**

6.1 **Finance Chair Report** – Cllr I Barrett reported the bank balances as at 6th February are Current Account £ 547.86, Business Account £ 62412.38, giving a very healthy £ 62960.24 in total. Bank Reconciliation statements for January and found these to be correct. The Advisory Group is planning to meet in the early part of April when the major discussion items will be the 2023/24 annual accounts and AGAR , plus a review of the Internal Controls.

## 6.2 Accounts for Payment:

<b>PAYMENTS to be APPROVED</b>	
Norfolk PTS Seminar £18 SR and £54 for SG)	72.00
System 3 Microsoft 365	148.32
Npower January	133.06
A Needham (Dog Bin Installation)	78.00

These payments were APPROVED.

## 6.3 Money Received:

<b>Receipts</b>	<b>£</b>
None	

6.4 **Bank Reconciliation January 2024** – Bank Reconciliations for both accounts, Statements and Budget Comparison had been circulated to all Councillors. These were AGREED)

6.5 **SAM2 Repair:** Westcotec have assessed the SAM2. Repair costs would be £905 plus VAT. A new one would be £3554 plus VAT. It was discussed regarding the data. It was AGREED to pay the £45 assessment fee, Clerk to collect from Westcotec and just use in the interim without the data. The other SAM2 unit does record the data. It was discussed to move to the next meeting and consider a Parish Partnership grant.

## 7. Village Matters

7.1 **Community events in Village Hall** – Nothing to report.

7.2 **Streetlight at Red House:** K & M Lighting had replied that there will be no extra charge for the light being moved. The quote and move were AGREED.

7.3 **Pavilion:** Letter of support had been sent.

7.4 **QR Codes** – to be moved to next meeting.

7.5 **Primary Residence** – Cllr T De Winton had asked for comments on primary residence for a Section 106 policy. This was discussed and agreed that GP and School information should be supplied as primary residence. It was also agreed for this to be discussed at the next Saxon Shore meeting.

7.6 **Electoral Role for residence in the parish:** It was agreed to move this matter to the next meeting for discussion and follow up from Cllr Jamieson.

## 8. Governance:

8.1 **Biodiversity Policy** – This is still being completed.

8.2 **Policies and Procedures:** -

- i) A Guide to Public attending a Parish Council Meeting
- ii) Equality Policy
- iii) Internal Control
- iv) Lone Worker
- v) Media Policy
- vi) Safeguarding
- vii) Training
- viii) Privacy Statement
- ix) Freedom of Information Publication Scheme
- x) Data Protection

All policies **except** the Internal Control policy were approved. It was agreed to deal with the Internal Control policy with the Financial Regulations when reviewed.

**9. Norfolk Minerals and Waste Local Plan:**

No comments to make.

**10. Gypsy and Traveller Potential Sites and Policy Consultation January 2024**

This was discussed and agreed no comments to make.

**11. Outside Agencies:**

11.1 **Thornham Village Hall & Playing Field Ltd (TVH&PF):** No report.

11.2 **Thornham United Charities:** [Report attached](#). Update: tree planting had been delayed from the 19<sup>th</sup> February to the 4<sup>th</sup> March because of the weather. Oak and Beech trees will be thinned out and some relocated to other parts of the meadow. Explanation on the Norfolk Rivers Trust leading the North Norfolk Landscape Recovery Project.

**12. Highways:**

12.1 **Verge at Staithe Road to the Harbour:** This was discussed regarding the springs coming through but are not causing too much of a problem. It was discussed that Highways do cut the verge for this path.

**13. Health and Safety and GDPR Update:**

13.1 **Email Signature:** It was discussed this was very long on emails sent out and agreed to be changed. It will now direct people directly to the website to access the Privacy Statement.

**14. Planning:**

14.1 **Regulation 14 Ringstead Parish Council Neighbourhood Plan :** Received a letter for Stakeholders. No comments to raise.

14.2 **Ref: 24/0006/F Alternations and repairs to the existing building and installation of Solar PV at The Porch House, Hall Lane, Thornham Norfolk, PE36 6NB –** It was agreed to support this application.

***Decisions made outside Parish Council Meeting:***

*23/00038/F Thornley Barns - SUPPORT the application. Comments: The Parish Council ask that the contractors dealing with the works refrain from parking on the High Street, especially outside Thornley Barns as this part of the road is especially narrow and will hinder property owners opposite at Trees Cottage and Pear Tree Cottage using their driveways*

***Decisions made by Borough Council:***

*23/00254/TPO The Farmhouse 2 St Georges Court Thornham HUNSTANTON Norfolk PE36 6NR - 2/TPO/00028: T1 and T2. Mature Horse chestnut. Raise crown to approx 2.5 meters and prune away from property to provide approx 2.5 meters clearance. Reshape as feasible. TPO Work Approved 19 January 2024 Delegated Decision*

*23/01714/F 3 Hunts Cottages Church Street Thornham Hunstanton Norfolk PE36 6NJ - Proposed refacing existing dwelling, proposed 2 storey rear extension, porch extension, garage conversion and internal remodelling Application Withdrawn 12 January 2024 Withdrawn Application*

*23/01947/F Herga Green Lane Thornham Hunstanton Norfolk PE36 6NG - Extension and alterations to dwelling Application Permitted 16 January 2024 Delegated Decision*

23/01995/LB Red House High Street Thornham Hunstanton Norfolk PE36 6LX - *Proposal: to erect solar panels on two-storey roof of barn, facing east and west for the purposes of generating renewable energy to run the domestic needs of the Red House Application Permitted 17 January 2024 Delegated*

**15. Correspondence:**

None

**16. Reports from Councillors and Clerk.**

Training being undertaken by Clerk and Cllr S Greef for Parish Online, Clerk also attending webinar on Agenda/Minutes.

**17. Items for Next Agenda:**

- Coal Barn, in need of repair.
- Pathway near the Sluice on Staithe Lane.

**18. Date and Place of Next Meeting Wednesday 13 March 2024 at 7.00pm in Thornham Village Hall.**

Meeting closed at 8.15 pm

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

**Report to Thornham Parish Council 14<sup>th</sup> February 2024**

**Practical Work**

The new year has started very well for the meadow project with good progress on a number of fronts. Two information boards were ordered one to go at each end of the permissive path. Our construction contractor, Tony Mc Ginn, set the support posts in concrete on Tuesday 6<sup>th</sup> and by 9.30am on 7<sup>th</sup> both display boards were in place. The contractors were then going to put in the three concrete pads to support the

picnic benches. This will help to secure the benches and also ensure that they are level and people can enjoy the bench without sinking into the mud.

On the advice and with the assistance of the Hawk and Owl Trust at Sculthorpe we now have a Kestrel nesting box mounted on one of the poles alongside an Owl box. While we regularly see kestrels over the meadow it would be good to have a successful nest and see youngsters fledge. Shades of Kes! Robert has made another four small bird nest boxes and these have been put in place so we now have approximately 30 small bird boxes around the meadow.

The first phase of tree planting is scheduled for the week beginning Monday 19<sup>th</sup> February. Some 25 trees will be planted by Janek and his team who do much of the work for Barcham Trees. Jules, our adviser from Barcham, will also be present at the initial stages to advise on the details of the planting along with project team members. The majority of trees will help to form the memorial grove with a few, including willow, to go in north-east corner to help in reducing the area most prone to flooding.

As we move towards spring it will hopefully be a pleasure to walk the meadow, sit, picnic and watch our trees, seeds and wildlife develop.

A small amount of work remains to be done on the hedging. This will be undertaken shortly.

### **Longer term Issues**

Following the most helpful meeting at Deepdale re the North Norfolk Landscape Recovery project reported previously, we agreed a meeting with Rebecca Banks from Norfolk Rivers Trust who is the NNLR project lead for our area.

We have a meeting with Rebecca to show her the meadow, discuss our thoughts and see what help may be available set for 8<sup>th</sup> February. Wind, sleet, rain and snow permitting. It may be possible to give you an oral update at the meeting.

The significance of NNLR project is its ability to give long term commitment to support maintenance work on the meadow which is key to its long-term success. We hope the project survives unscathed any possible change of government or budget priorities.

CV for Jubilee Meadow Working Party

07.02.24