Minutes of a ‘Full Blakeney Parish Council Meeting’ which was held on Wednesday 13th February 2013 at 7.00pm in the Parish Office.
(Rescheduled from 5th February.)

Present:- Tony Faulkner (Chairman), Jenny Girling (Vice-Chairman), Margaret Benson, Alban Donohoe, Barry Girling, Sheila Rudgley, Louise Leonard, Willie Weston & Ann Wootten.

Clerk:- Tracey Bayfield.

Public:- 4.

1. APOLOGIES FOR ABSENCE – Were received and accepted from Victoria Dewson (work), Alban Donohoe (work) & Roger Hall (work). Also from County Cllr, Dr. Marie Strong.

2. MINUTES.

2.1. FULL COUNCIL – Tuesday 8th January 2013. It was proposed & agreed that “these minutes are signed as a true record.”

3. GUESTS –

3.1. Wells SNT - PCSO had sent his apologies and the following report was read in his absence.

There have been 2 thefts, both from retail premises. In terms of crime trends we have had a quiet few weeks, and there are no specific threats at the moment, however always be aware of outboard thefts. Thieves are currently hitting inland on the Broads so it may be that they will sweep the coast, for boats that have been left in boatyards, so do be aware.

PCSO Berkeley is due to transfer to the Cromer team in the next few weeks, but wishes to record his appreciation to Blakeney Parish Council for their assistance with various initiatives. He is certain that his replacement will pick up with the Homewatch and Boatwatch schemes.

3.2. Rachel Bould & Lisa Hiles, representing Blakeney Pre-School advised that the Pre-School Committee had taken the very difficult decision to officially close the setting down at the end of March 2013. This was due to a number of factors, including low numbers of children, financial pressures etc.

4. CHAIRMANS ANNOUNCEMENTS

4.1. BPC Logo – Godfrey Sayers had kindly prepared the village sign for use as a logo and for the words BLAKENEY PARISH COUNCIL to be wrapped around the picture. It was proposed & agreed that “we adopt this as our logo and thank Godfrey for his help.”
i) Application no. **PF/13/0052** – Proposal; Erection of single-storey front extension at, Robin Cottage, Mariners Hill, Blakeney. It was *proposed & agreed* that “we have not comments or objection.”

ii) It was *proposed & agreed* to “ratify the decision of no objection or comment, with regard Application no. **NP/13/0036** – Proposal; Prior notification of intention to erect agricultural storage building at, Land at New Barn Farm, Saxlingham Road, Blakeney.

iii) Application no. **PF/12/1391** – Proposal; Erection of one and a half storey dwelling and detached garage at, Pinewood, Saxlingham Road, Blakeney. It was *proposed & agreed* as previously, “that we would like to see the building given a flint finish, or at the very least we would like to see the south side of the property given a flint finish.”

4.2. **Gritting** – The Parish Council and members of the community, wish to express their sincere thanks to those who very kindly volunteered and cleared pathways; Willie Weston, Caroline Shepherd, Colin Barnes and Bimbo Nelson.

4.3. **High Street Road Closure** – New electrical work, means that the High Street will be closed from a point 100m north of its junction with the A149 New Road in a northerly direction for a distance of 175m. Traffic will be prohibited from 25th February to 22nd March 2013 for the duration of the works, expected to be about 4 weeks.

4.4. **Old Rectory Lane Footpath** – The Chairman, Tony Faulkner, went and spoke to the owner of ‘Glebelands’, to update him with regard the current scenario, and with the permission of the council (*proposed & agreed*) would also like to speak to Mr Ian Smedley, owner of The Old Rectory.

4.5. **Evaluation Meeting** – A reminder to all members that the meeting to evaluate the role of the Clerk/RFO to Blakeney Parish Council is due to be held on Monday 18th February with a 7pm start. Lead by Sue Lake (NfkAlc) and Alan Fairchild (SLCC). All members are requested to attend.

5. **PLANNING** – *A meeting of the Planning Committee follows after this Full Council Meeting.*

5.1. **Langham Road Development** - Hill Residential Ltd have advised that they plan to move on site on 18th February 2013 and hope to be completed on site during May 2014. The Site Manager is Matt Sant and he can be contacted on (freephone) 0800 0324911 and email **customercare@hillpartnerships.co.uk**

6. **COUNCILLOR REPORTS** –

6.1. **District Councillor – Lindsay Brettle** – Not present.
6.2. **County Councillor – Marie Strong** - Apologies.

**ADJOURNMENT** for OPEN PUBLIC SESSION.

7. **FINANCE.**

7.1. It was **proposed & agreed** that the **Accounts** to date are to be paid, with the addition of the third interim payment to F Woodrow for the bus shelter conversion and business rates to NNDC.”

7.2. **Clerk/RFO Report** – Figures to date were presented to the members and the following updates were given;

- **Coastal Footpath Closure** - NCC have advised that there is to be a temporary Traffic Order affecting the Coastal Footpath between Morston and Blakeney for a period of about 12 weeks, hence the footpath will be temporarily closed from 4th March to 31st May 2013. The alternative route will be from 28th March 2013 at the earliest depending on weather and ground conditions and will be signposted to go along the foot of the embankment along Blakeney FP2 and then Blakeney FP3, A149 Morston Rd and Westgate Street.

- **Community Construction Fund** – Having made enquiries, we cannot submit the same bid in the next round, ie. bus shelter conversion and the Nfk Community Foundation only has very small grants on offer that would suit, but retrospective applications cannot be accepted.

- **Annual Parish Meeting** – Stephen Bett, the Police & Crime Commissioner for Norfolk is unable to attend our APM on Thursday 21st March. Norman Lamp MP was due to attend, however, has today had to pull out, due to engagements in London. Charles Sanders of ‘Sander Coaches’ is attending and Norfolk Green ‘Coasthopper’ are trying to make it possible for their Director, Ben Coulson to attend.

- **Norman Baker; Transport Minister** – County Cllr, Dr Marie Strong, Mrs Lilian Timms and the Clerk all attended a meeting recently arranged by Norman Lamb MP and with Norman Baker present. Whilst those present were able to address the Ministers about any transport related matter, we were primarily interested in the concessionary bus pass scheme which operates in the county of Norfolk. Concern was raised by many present about the high number of travellers, many of whom are visitors, together with the locals, who travel using their concessionary bus passes, which are not refunded by government to the extent originally planned. He was advised by the meeting that such a financial loss must not be detrimental to the rural transport system here in Norfolk. A show of hands from those present, showed there to be a majority who said that the public were prepared to pay something towards the cost of concessionary bus passes.

- **Community Right to Bid (Former School Field)** – Norfolk Property Services have confirmed that this asset is not currently surplus to
NCC’s requirements and as such the policy is not currently applicable on this piece of land, however, our interest remains on file.

**Ambulance Service Provision** – Cllr Roger Hall had written a letter to Dr. Anoop Dhesi, Chairman of the North Norfolk Clinical Commissioning Group on behalf of BPC as previously agreed, a copy of which everyone had received. It covers concerns over response times, monitor of the system and ambulance waiting times whilst held up at A&E. We await a reply in due course and in the meantime we are happy to share this letter with other Parish & Town Councils as per the meeting we attended at Cromer in November 2012.

7.3. NCC had written to ask for our thoughts on the **Street Lighting** element of the Langham Road Development. It was **proposed & agreed** that “we do want street lighting to be provided on the development, we do not wish to accept responsibility for this lighting, we wish for NCC to accept the responsibility.”

7.4. Members were in receipt of the **Tree Report** as undertaken by David Gillett at their request and were pleased to note that the trees within this survey are fair and of low risk. It was **proposed & agreed** that “we instruct him to undertake the orange highlighted work (work needed within 1 mth) and the works highlighted green (work needed within 3 mths) at his earliest opportunity. Having had the report undertaken we ought to consider undertaking all items highlighted including those indicated as being within a 1 or 2 year period, and we would ask the Clerk to check our budget figures and consider this at our March meeting.”

7.5. **Grass/Maintenance Contracts** for the 2013 season onwards were considered. It was **proposed & agreed** that “continue our contract with Norse and sign up for a 3 year period.”

7.6. It was **proposed & agreed** that “we provide refreshments at the **Public Inquiry** addressing the modification order at Old Rectory Lane, by way of asking the Harbour Rooms to provide tea and coffee for those attending.”

7.7. Having received information from ‘Microshade’ regarding **Managed IT Services** as budgeted for in the forthcoming financial year, it was **proposed & agreed** that “we sign up to this service.”

7.8. Sadly, our longstanding tenant, Mrs Daisy Page has now moved out of **No. 1 Memorial Cottages** on a permanent basis into care home. Having studied the budget figures for the next financial year, it was **proposed & agreed** that “we move the money allocated to affordable housing and extending the Parish Office to refurbishment of No. 1 Memorial Cottages in order that we can look to have this property occupied and providing housing once again. Another sum is available from the Memorial Cottages rent account, bringing us to a figure of around £45k. The headings affected will be reconsidered at the next budget. We are happy to instruct John Shanks once again, and will initially commence negotiations with F Woodrow & Sons Builders, who
have recently refurbished No. 2 Memorial Cottages.” The Clerk will check that we comply with any necessary regulations with regard to tendering given this scenario.

7.9. In order to satisfy the Internal Audit checks it was proposed & agreed to “formally readopt the Standing Orders, Financial Regulations, Annual Risk Assessment & Internal Financial Controls.” It should be noted, that unless amended, BPC adheres to these automatically as part of their 4 year election period and they are adopted at this time.

7.10. It was proposed & agreed that “we are happy for the Clerk to attend the forthcoming Training/Workshop ‘Quotes, Contracts & Tendering’, which is to be held on 26th February at Pensthorpe.”

7.11. Having received figures with regard associated costs and progress for the removal of the Street Light unit attached to the property known as ‘Tidal Retreat’ in the High Street, the owner has confirmed that as the unit has been made safe he is happy to allow the unit to remain on the property for the foreseeable future, as he feels that high costs incurred could be better spent within the parish. It was proposed & agreed that “we accept this kind offer, thank him and leave the unit as it is.”

8. TRANSPORT ITEMS & REPRESENTATIVES ON OTHER BODIES

8.1. The Clerk had met on site with the local Highways Engineer, Steve White with regard the Local Highway Improvements Fund following on from the January Parish Council meeting and asked him consider whether or not it was appropriate for BPC to bid for all previously suggested schemes; i) New footpath at brow of Morston/Blakeney Hill to link the 2 public footpaths, ii) Carnser Car Park, entrance and exit project at edge of carriageway, iii) Little Butts footpath resurfacing.

After the site visits he then spoke to Paul Donnachie who confirmed that the schemes all sounded perfectly viable, and given that we were at the point of instructing the NCC Planning & Transportation Team to undertake the works associated with item no. 2 that we could make a retrospective application for this item and apply as normal for the other two.

We have since been advised that the sum which NCC has set aside for this scheme has increased from £100k to £1m, the deadline for submission of bids has been extended to 30th April 2013 and that the financial support given for successful bids has increased from 50% to 75%, hence the parish would need to fund just 25% of any successful project granted an award. It was proposed & agreed that “we proceed to bid for all 3 schemes.”

8.2. Cllr Willie Weston attended the meeting of the Nth Nfk Coast Advisory Group which was held on Thursday 7th February 2013. Minutes will follow in due course. The group are trying to secure some
funding from ‘Flag’ to have studies carried out on the movement of sand in the area.

8.3. It was **proposed & agreed** (following a request from the tenant of **no. 2 Memorial Cottages**) that the fiancé of Miss Samantha Withers, Mr Adrian Belton, may move in with our permission, whilst adhering to the occupancy agreement.” (The Clerk has since spoken to the other tenant at the property who has agreed that he is also happy with this arrangement.)

9. **COUNCILLORS QUESTIONS** – None received.

10. **CORRESPONDENCE** –

10.1. It was **proposed & agreed** that “given the fact that there are no representatives from NNDC on the **Victory Housing Board** since the previous two members stepped down, and whilst remembering that they are responsible for the majority of the districts housing stock we would like to invite Philip Burton, as a newly appointed Independent Member of the Board, to meet with us and hear/discuss our concerns and we would like to invite him to our Annual Parish Meeting.”

10.2. **Farmers Market** - Cllr Willie Weston had spoken to the traders who would participate in such a scheme, and his findings showed that it would put one venue in competition with another, ie. the Village Hall hosting the locally sourced crafts and food event, which had started up in the meantime and which some of the traders attended. Hence it was **proposed & agreed** to “grant the group operating from the village hall, permission to erect a couple of banners a few days in advance of each market and to take the item regarding setting up on The Pastures no further for the time being.” They have also spoken with the Scout Group Committee about hiring the Scout Hut and their immediate outside land.

10.3. It was **proposed & agreed** that “we do not wish to host the **Energy Box & Collective Switching Schemes** as devised by NNDC, but we are happy to help promote and would suggest via the pages of the GVN and our Annual Parish Meeting.”

10.4. Members noted the draft **Police & Crime Plan for Norfolk**.

10.5. It was **proposed & agreed** that “we do not wish to organise a **Big Lunch** in the parish on Sunday 2nd June 2013 on the strength of last year’s Jubilee Lunch, but would prefer to wait and reconsider when another memorable occasion arises.”

10.6. It was **proposed & agreed** to “grant permission for the use of the Carnes Car Park by **Grays Fair** for the period Monday 5th August for one week, ie. car park to officially re-open on Monday 12th August 2013.”

*Meeting closed at 8.50pm.*
INFORMATION ONLY LIST

UPDATE, PROGRESS & INFORMATION REPORT

1. PLANNING:

(Notice of Decisions/Updates by NNDC):

i) Application no. PF/12/1162 – Proposal; Erection of replacement dwelling at, Bliss Blakeney (formerly Agar House), Morston Road, Blakeney. NNDC; Permission granted with conditions; one being that the separate guest accommodation hereby permitted shall not be occupied at any time other than for the purposes which are ancillary to the residential use of the main house on the site.

ii) Application no. LA/12/1284 – Proposal; Internal alterations and installation of window at, 93 High Street, Blakeney. NNDC; Permission granted.

iii) Application no. PF/12/1391 – Proposal; Erection of one and a half storey dwelling and detached garage at, Pinewood, Saxlingham Road, Blakeney. NNDC; Permission given as per amended plan no. 12.3148.115 01 Rev J which was received by NNDC on 15/01/2013. With conditions.

2. INFORMATION/DOCUMENTS RECEIVED