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Minutes of a meeting of **Blakeney Parish Council** which was held on **Tuesday 6<sup>th</sup> March 2018** at **7.00pm in the Parish Office.**

**Present:**- Rosemary Thew (Chairman), Jenny Girling (Vice-Chairman), Shirley Everett, Barry Girling, Edward Hackford, Neil Thompson, Jess Tutt & Iain Wolfe. Also County Cllr; Dr. Marie Strong and District Cllr; Karen Ward.

**Clerk:**- Tracey Bayfield.

**Public:**- 4.

1. **APOLOGIES FOR ABSENCE** were received & ***accepted*** from; Alban Donohoe (*away*) & Jennet Tilley (*unwell*).
2. There were no **DECLARATIONS OF INTEREST** from members.
3. It was ***proposed & agreed*** that the **MINUTES** of the meeting of the FULL COUNCIL held on Tuesday 6<sup>th</sup> February 2018 are to be signed as a true record.
4. **GUESTS – Wells Police (Safer Neighbourhood Team)** – report received advising that since the last meeting there had been 1 Public Order offence and 1 theft from the church collection box. There have also been burglaries in other villages, including one in Morston. As always, please remain vigilant and report anything suspicious by calling 101.
5. **CHAIRMAN'S ANNOUNCEMENTS** – Today attended the Spring Conference of the Norfolk Association of Local Councils at Swaffham, which was very good.
6. **COUNCILLOR REPORTS –**
  - 6.1. **District Councillor** - Karen Ward gave the following report.

**Local Plan:** At the recent Planning Policy & Built Heritage Working Party, we considered a range of evidence which will form the foundation of the emerging Local Plan. Running to over 600 pages in total we reviewed the following:

- Norfolk Strategic Planning Framework
  - This documents how we will collaborate with neighbouring districts to ensure we optimise resolution of cross district planning issues
- Brown Field Land Register
  - Unlike urban districts, the brown field sites in North Norfolk do not constitute a significant % of potential land sites within the Local Plan but are nonetheless important to bring forward for development. No sites in Blakeney
- Holt Neighbourhood Plan Submission
  - Feedback was provided on the first draft of this Neighbourhood Plan with extensive specific drafting advice to ensure that the next draft is fit

for purpose. It would be worth the Blakeney NP Steering Group reviewing this document.

- Housing & Economic Land Availability Assessment (HELAA) – Employment Land
  - As part of the Local Plan we can designate specific sites for Employment to ensure we have enough land for local businesses. We need thriving communities which have places to work as well as places to live. Maps of proposed sites are included in this information for anyone who is interested in reviewing them. No sites in Blakeney.
- Approach to Amenity Land
  - The National Planning Policy Framework (NPPF) has introduced new categories of Open Space designations including the Green Space designation. NNDC Planning Policy Team have undertaken a comprehensive review of all types of Open Space across the District and sought to ensure consistency of approach from parish to parish. Local Maps are now available for each parish which show the proposed categorisation of Amenity Land. These maps will be available for public consultation as part of the Local Plan towards the end of 2018, but I strongly recommend that Blakeney Parish Council and the Neighbourhood Plan Steering Group looks at the information now.
- Site Assessment Process
  - Back in Spring 2017, the call for sites for the emerging Local Plan was made. All the sites submitted have now been assessed by the Planning Policy Team. Site Assessment Visits by the Planning Policy and Built Heritage Working Party will now commence, and decisions will be made about which proposed sites will be included in the Local Plan for public consultation.
- Local Plan Spatial and Housing Strategies
  - NNDC as the Local Planning Authority are legally required to have a Spatial Strategy which identifies where development may take place across the District and a Settlement Hierarchy which prioritises where development should take place.
  - We currently have four tiers in our Settlement Hierarchy: Principal Settlements (Cromer, Holt, Fakenham and North Walsham); Secondary Settlements (Hoveton, Sheringham, Stalham, Wells); Service Villages (x 10) & Coastal Service Villages (x 6) and the rest of the District is Countryside designated.
  - In the emerging Local Plan, the following changes to the Settlement Hierarchy are proposed: Large Growth Towns (North Walsham, Fakenham and Cromer); Small Growth Towns (Wells, Sheringham, Holt, Stalham and Hoveton); Service Villages (Briston & Melton Constable; Mundesley, Ludham and Blakeney); Small Growth Villages (x 20) and the rest of the District is Countryside designated.

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All these documents are available for public review on the NNDC website if anyone would like to know more.

**Glaven Valley Conservation Area Review:** The profiling work is underway. The first meeting has taken place between Purcell & NNDC to plan the work. Cllr. David Young and I have met the Purcell team in our role as Local Members and have provided the team with local contact details.

**Budget and Provision of Services:** The 2018/2019 NNDC budget was approved by all parties following the acceptance of amendments tabled by Cllr Sarah Butikofer on behalf of the Opposition parties. These amendments focused on providing more resources to get the Local Plan back on track; investment in the re-generation of our Market Towns; additional funding for Community Transport and resources to investigate and tackle the sudden increase in homelessness since the start of the Year. Due to cuts in funding of Local Government by Central Government, Council Tax will be increased this year to safeguard the provision of local services.

**Election of New Leader:** Cllr Tom Fitzpatrick resigned as Leader of NNDC and has been replaced by Cllr John Lee. We are awaiting announcements of changes to the Cabinet.

### ***Local Parish Matters:***

**Car Parking in Queens Close:** A survey has been carried out by local groundsman Simon Strong, for which I am very appreciative. I now have a proposed approach and a ball park cost, which I can discuss with Victory Housing, NNDC and NCC.

**Pedestrian Access at Michaelmas Cottage:** As requested at the previous meeting, I followed up with the Planning Officers and checked Highways consultation. I can confirm that the pedestrian access through the hedge onto Morston Road was in the original approved plans and Highways were consulted but made no comment. Local Plan Site Visits for Blakeney will take place on 5<sup>th</sup> April and the decision about the Blakeney sites will be taken on 23<sup>rd</sup> April.

**Housing Stock Disposal** – In my role as Chair of Overview & Scrutiny at NNDC, I have asked both Victory Housing and Broadland Housing to provide me with the number of properties disposed of and the number of new builds and their locations, so we can see where we are losing and gaining properties across the district.

**Local Plan Housing** – During the period 2016 to 2036 it was envisaged that Blakeney would need to take between 30 to 50 new homes. However, yesterday's announcement by Central Government means this figure is likely to change. Nonetheless, it would be good especially in light of the production of The Blakeney Neighbourhood Plan, if thought could be given in terms of types of properties which are needed by the community. For example, some residents have asked about the possibility of mixed use, with say some workshops/studios with dwelling above. Also, it will be important to ensure that it is made clear where the community want any new housing, as well as what mix of properties wanted.

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NNDC are looking at a new category of affordable housing. This would be based on income multiples, with the focus on being affordable to purchase rather than rent, even if this is on a shared equity basis.

In the latest government announcement, it seems as though the number of houses built in the district each year, will have to increase from 409 to 511.

### **6.2. County Councillor** - Dr. Marie Strong gave the following report.

**The Coast Hopper:** By the time you read this there will have been a press release – including more news about other bus routes. But as was guessed Sanders will be operating a replacement service for the Coast Hopper commencing Sunday 29<sup>th</sup> April. It will run from North Walsham - Mundesley – Cromer – Sheringham – Blakeney to Wells where it will connect with Lynx Bus which will service the western leg to Hunstanton and Kings Lynn. For the summer months Sanders will run a half hourly service and re-assess, based on their experiences, for the winter.

It was Charles Saunders who emailed me with the good news and added, “Sorry it’s taken a while to release this news, it is always best to know what you can do before you make any statements that might come back to haunt you!” Which is exactly why county has been working with bus operatives well before the news became public.

**Concessionary Bus Passes:** I gather there was a suggestion that operators were not paid fully for the use of concessionary bus passes and that this would affect bus routes. I am pleased to state that bus operators are paid fully for the use of concessionary bus passes – some £11.5m. The government provides approximately £7.5m per year to NCC towards the £11.5m cost of bus pass use; NCC provides the difference of some £4m. The Government strictly forbids asking for or taking contributions. In any case I would be concerned as to the pressure this would put on many people. Once provision of our bus routes is confirmed I will write again regarding the county having to make up the deficiency.

**Kickstart Norfolk - Rural Moped Scheme:** This scheme is still in existence and has proved useful to many in the past. Are you unemployed or economically inactive; is the lack of transport preventing you from moving forward with your life, would having your own transport help you attend appointments, or to secure employment, are you looking to attend training or education courses? If the answer to any of these questions is “yes”, Kickstart Norfolk can help. The Rural Moped Scheme can provide funding to residents of rural Norfolk, to provide you with a moped for up to 26 weeks to help

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you unlock your full potential. To find out more call the Norfolk team on 01362 699923 or visit [www.kickstartmopeds.org.uk](http://www.kickstartmopeds.org.uk)

**Home Fire Safety Check:** Norfolk Fire & Rescue Service offers a fire home fire safety check. Particularly aimed at those most at risk to prevent home fires by reducing the risk of them occurring and advising how to stay safe if one does happen. If you know anyone this service would benefit details are on the NCC website:

<https://www.norfolk.gov.uk/safety/norfolk-fire-and-rescue-service/safety-advice-and-guidance/home-safety-advice/fire-safety-at-home/free-home-fire-safety-check>

7. **OPEN PUBLIC SESSION** – No points raised.

8. **PLANNING** – PF = Full Planning Permission, PM = Planning Permission – Reserved Matters,  
LA = Alteration to Listed Building

**Planning Applications;** *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. In*

*order to advise the public, any such applications will have been listed on the Parish Council Facebook page and website.*

8.1. It was ***proposed & agreed*** that we have **no objection** to application no. **LA/18/0111** – *Proposal; Internal and external works including replacement of all windows & front door, replacement first floor ceiling installation of partitions, plaster repairs to external walls, sound reducing stud work lining to party wall & replacement of lower brick work chimney with flue at, **88 High Street, Blakeney.***

8.2. It was ***proposed & agreed*** (other than 1 abstention) that any known/possible breaches of **Covenants on any Local Authority Properties including ex,** should be reported to Victory Housing by members of the public directly, as opposed to via the Parish Council.

## 9. **FINANCE**

9.1. It was ***proposed & agreed*** that **Accounts** totalling £5,523.18 are paid.

9.2. **Clerk/RFO Report** –

- Account balances held and car park incomes received.
- Update given to all members, following the Clerks attendance at the Public Access (Clerks Planning Update) meeting held at NNDC in January.
- NNDC invitation to Blakeney PC members to attend site visits in relation to the preparation of the emerging new Local Plan. Clerk will

attend the whole event on behalf of BPC, and Chairman & Vice-Chairman both hope to join at Blakeney.

**10. TRANSPORT/TRAFFIC RELATED ITEMS & REPRESENTATIVES ON OTHER BODIES**

- 10.1. **Blakeney Channel Coastal Community Team** – Last meeting was cancelled due to the snow and next meeting now due on Monday 26<sup>th</sup> March. Making progress with the opening of a bank account and is looking into charitable status.
- 10.2. **Blakeney Neighbourhood Plan Steering Group** advised that the next meeting is on Thursday 8<sup>th</sup> March, from 6.30pm til 8.30pm in The Wallace Room. Chris Brown (Project Support Officer from NNDC) will be attending. Members of the public are welcome to attend and observe these meetings.

11. **COUNCILLORS QUESTIONS** – There were no questions.

**12. CORRESPONDENCE**

- 12.1. It was ***proposed & agreed*** that we are happy to appoint a **Summer Community Events Committee**, with delegated powers to pull an event together and we thank; Samantha, Rosemary, Jenny, Jess, Shirley and Judy Pegden, Rachel Thompson, Alison Jewell and Alison Wagstaff for agreeing to take this forward with the help of our Clerk.
- 12.2. It was ***proposed & agreed*** that we accept the updated draft of the 'Operation & Maintenance Agreement' between BPC & **The Blakeney Village Hall Trust** which will expire on 30<sup>th</sup> April 2022, including reference to the proposed bollards and the size of the Scout Hut storage container.
- 12.3. It was ***proposed & agreed*** that we are happy to grant the request for the siting of a small public engagement marquee on pedestrian area of The Carnser as part of the **Open University research project in Blakeney**, continued from last year, entitled Sounding Coastal Change, at no charge.
- 12.4. Members were advised to note that we have now heard back via our District Cllr, who has confirmed that there is in fact no right of appeal to the Parish Council under the legislation which dealt with NNDC decision(s) concerning **Assets of Community Value**.
- 12.5. **General Data Protection Regulations** -
- Members received and ***accepted*** the general report.

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- It was ***proposed & agreed*** that we defer the appointment of a Data Protection Officer, until we have received further updates and information/options. (*NB; Eastlaw will charge £2k p.a.*)
- It was ***proposed & agreed*** that we adopt the General Data Protection Regulation Policy & undertake actions, but note that we have not yet appointed a Data Protection Officer, and thus the document will need to be updated.
- It was ***proposed & agreed*** that we defer the setting up of a Working Party and or Committee (either new add to Personnel.) until we have all received more information and understanding.
- It was ***proposed & agreed*** that we adopt the basic Privacy Notice.
- It was ***proposed & agreed*** that we appoint the 'Norfolk Parish Training & Support Team' to deliver the GDPR training to the whole of Blakeney Parish Council and that we are happy to invite Wells Town Council and Morston Parish Council (plus maybe one or two local Chairman, subject to number restrictions) and thus share the cost. Blakeney to host. In any event we would like this training before Easter if possible.

### **NNDC Planning Decisions Taken & Updates aswell as any Planning Inspectorate Appeals if any are listed below.**

- i) **PF/17/2153** – Change of use to single unit of self contained holiday accommodation at, **The Boathouse, 6A The Quay, Blakeney** – ***Refused.***
- ii) **PF/17/2024** – Erection of single storey side extension at, **St. Nicholas Lodge, Back Lane, Blakeney** – ***Granted.***
- iii) **PF/17/1880** – Demolition of existing dwelling and erection of replacement two storey detached dwelling at, **Shingle Cottage, 5 Westgate Street, Blakeney** – ***Refused.***
- iv) **PF/17/1955** – Change of use from Sailing Club (Class D2) to community craft centre (Class D1) with ancillary retail at, **Blakeney Sailing Club (Church Hall), The Quay, Blakeney** – ***Granted.***
- v) **PF/17/1772** – Change of use of ancillary annexe to a mixed use as a self contained annexe or holiday accommodation (retrospective) at, **Cottontail Cottage, Back Lane, Blakeney** – ***Granted.***

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- vi) **PF/17/1684** – Erection of first floor extension and alterations to roof including raising ridge height at, **Crown Cottage, 52 Morston Road, Blakeney** – ***Granted.***
  
- vii) **PF/18/0021** – Erection of outbuilding at, **Howden, 7A Morston Road, Blakeney** – ***Granted.***
  
- viii) **CL/17/2097** – Certificate of Lawful Existing Development for the use of two cabins for bed and breakfast accommodation and the ancillary use of the conservatory of the dwellinghouse for the serving of visitors breakfasts at, **4 Queens Close, Blakeney** – ***Granted.***

*Meeting closed at 9.08pm.*

Chairman \_\_\_\_\_