

## **Minutes of Stiffkey Parish Council Meeting held on Monday 1<sup>st</sup> July 2013**

Present: J Lawrence, L Jordan, C Halford, C Cooke, M Harrison and Clerk.

Apologies: M Strong, P Terrington, Police and Jonathan Savory.

### **1. Minutes**

The minutes of the last meeting duly signed off.

### **2. Declarations of Interest**

None to report.

### **3. Matters Arising**

#### ***a. Police Crime Report***

Keith was hoping to attend but due to family matters was unable to do so. With regard to Crime there was only 1 for the month of June. Nothing further to report.

#### ***b. Councillor Marie Strong's Report***

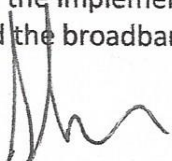
Marie's full report is in the Quay Magazine. As she was unable to attend this was what was sent to the Parish Council.

### **News from your County Councillor Dr Marie Strong**

Broadband:

As a long standing Member of the Broadband Work Party I am delighted that we are commencing our Better Broadband for Norfolk sooner than anticipated. Wells Division, including Sculthorpe, gave outstanding support throughout the whole of the campaign for Better Broadband. Thousands signed up and many supporting statements were submitted. In addition businesses in the Division provided evidence of the essential need of better broadband to flourish in today's market and these were included in the submission to Government for vital funding. I am pleased therefore that some of our small, rural parishes are included in the list of parishes named for early work. Before too long we will be hearing where work will commence for the start of the main programme.

In the meantime the seminar, to which I invited representatives from all our local councils to explore the Better Broadband Programme, was very successful. The seminar covered the programme's objectives and the benefits it is expected to bring to Norfolk; how the implementation will take place; the types of technologies that will be used and the broadband speeds that are to be expected.



#### School Funding:

You may remember that together with Norman Lamb MP I took a deputation to Westminster to see the Minister of State for Schools, David Laws. The purpose of the visit was to stress that the proposed funding formula was particularly disadvantageous to our small high schools. And as we know in a rural county our small schools are an essential feature in offsetting rurality. Mr Laws listened to our

concerns and those of others and promised to give further and serious consideration to the situation. He kept his promise to us, and other rural counties, and a number of important changes have been made to the formula. Whilst it is a lengthy document the most significant change Mr Laws is introducing is a new optional sparsity factor for 2014. This will enable rural authorities, including of course Norfolk, to target additional funding to small rural schools. Local areas will be provided with a number of flexibilities in how they use the sparsity factor in order to best meet local circumstances.

#### Incinerator:

I know many of you have friends and family in West Norfolk and indeed the question of the incinerator gave rise to discussion at a much earlier Parish Council meeting so I thought to give you an update. At Norfolk County Council's recent meeting of the full Council the following motion was agreed: 'Under Norfolk County Council's previous administration a contract was signed with Corry Wheelabrator for a waste incinerator. This full Council notes that the Planning Inspectorate process may not be concluded until January 2014. Full Council welcomes the decision of Cabinet Scrutiny to seek independent verification of the process of awarding the contract and the costs of terminating that contract. Full Council recognises that Cabinet will be drawing up contingency arrangements, involving officers, including looking at alternatives to Energy from Waste, in case the contract does not go ahead (including exploring funding options from Central Government). This council recognises that it would be premature to discuss the issue further until we can debate the outcomes referred to above.'

#### Norwich Bus Station:

To end on a very pragmatic note I know people have been disappointed to find the Norwich Bus Station, with its facilities, closed at week-ends. There is a strong possibility that the opening hours will be extended in the not too distant future. Also bus timetable signage is being improved.

#### *c. Councillor Peter Terrington/J Savory*

No report from either Council members available for the meeting.

#### 4. Correspondence



- Wind Farm Information – Dugeon/Sheringham Shoal
- T T Jones Electrical
- J Parkers catalogue
- ROSPA
- NALC
- N C C
- Parish & Community News Letter
- N N D C
- J Sugden – Letter of Resignation.

**5. Finance**

- EON Energy £47.95 – Electricity paid via DDR from main account.
- T T Jones Electrical Maintenance Fee £97.27
- Recycle Credit N N D C - £168.12.

**6. Footpath**

Nothing this month with regard to the footpath.

**7. Planning**

Planning Application LA/11/0506 (PF/11/0508)

Harbour House, 1 Greenway, Stiffkey, Wells, Norfolk, NR23 1QF

*Demolition of outbuildings and the re-construction to provide habitable accommodation.*

*Report from J Savory regarding this planning application. (Last set of minutes)*

. Re, Harbour House you will recall I called this application in to committee a while ago.

I chased this up last week and it seems the officers are still negotiating on design it's thought the officer dealing with this will be sending a report to committee in the next couple of months.

When it comes to committee it will be helpful to have an objecting spokesman from SPC there to speak, I will let you know when its gets on the agenda.

We have heard nothing further with regard to this development from the Planning Dept.

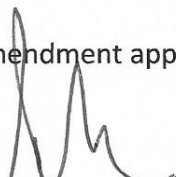
Planning Application PF/10/0045

Mill Pightle House, Hollow Lane, Stiffkey, Wells, Norfolk

*New Planning Application to be submitted to the Council.*

NMA2/10/0045

Non material amendment application





The Planning Dept., NNDC was advised of the Parish Councils decision with regard to this amendment.

The Lamp Shop, Wells Road, Stiffkey, Norfolk, NR23 1QQ (Chapel)  
PF/12/0501

Erection of single-storey first floor rear extension.

This has now been dropped as the Land Registry has decided that the land belongs to the cottage that backs the Chapel.

**Nothing further at this time with regard to Planning Applications.**

Just a small note to add to the planning section and that is that the work on the ground up from the Red Lion is due to start very soon. Nigel Weston is hoping to get things moving with regard to this development. See comments below in AOB.

On another matter one of the members has requested that we look at the plans again for 3 Church Street, Stiffkey. These plans will be obtained from the Planning Dept. at NNDC. Following this request the plans were brought to the meeting and taken by the members for further study.

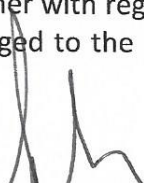
**8. Playing Field**

The matter of an inspection was brought to the Council and the cost was discussed. The Chairman said that the Outdoor Gym Company said that they would be willing to try and help us sort out the play area. In the Councils opinion we do not have anyone willing to take this matter on and as it is a lot of paperwork with regard to the obtaining grants they thought that this was a good idea. The play area is very dangerous and the Council had a number of options:-

- Spend money on an inspection which could cost approx. £100.00 and then it could fail anyway.
- Close the play area and take down the equipment.

The council do not think that it will pass any inspection and the Chairman had obtained verbal confirmation, from someone who was in that particular field, that it would not pass. The final decision was that the equipment should be removed and signs put up advising why and what was going to happen next. Not only should the notices go up on the playing field but they could also be sent to the Stiffkey Blog page and to the Local Lynx to let people know.

With regard to another matter concerning the playing field and the letting of the marquee and the insurance/cover. The Clerk advised that the insurance company was going to get back to her with regard to cover and cost for this. It was suggested that a fee should be charged to the people who was hiring the marquee. The Clerk was





waiting on the insurance company's response and was also going to look into what had gone on before when the marquee was let out.

With regard to the Pavilion the matter of replacement of some of the units in the Kitchen was raised and the Council members approved this.

Finance matters for the Playing field – a VAT Claim form and EON DDR form were also agreed and they would be brought to the next meeting to be signed as would the DDR form from AWA.

#### **8. Dog Bins**

It was brought to the Council's attention that the Dog Bins are not being used and rubbish is still being dumped. It was suggested and agreed that notices and stickers from "Keep Britain Tidy" should be put up. It is still very frustrating as people are walking in it even though these facilities have been provided.

#### **9. A.O.B.**

##### Village Hall

A response was received from NALC with regard to the Legal questions that had been asked earlier in the year and they are as follows:-

I have spoken to our legal department and also taken advice from a charity expert on this problem.

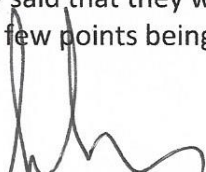
The main point that must be clarified is that it will not be the Parish Council who undertakes the possible sale but the charity trustees. I appreciate these may be one and the same people but they are two different organisations operating on two different systems.

There is no issue with the Charity Commission with the sale of the land providing an equal amount of new land is designated for charitable purposes in the vicinity. However if this is not possible then the trustees would need to involve the Charity Commission at an early stage, explain what they want to do and it is quite likely they will get permission to sell without penalties.

The members discussed the matter and decided that they needed further clarification on a couple of other things before they were willing to take the next step. They are:-

- Leased land – is it ok for the land to be leased or do we have to own the land on which the village hall is situated.
- What about legal comebacks from distant relatives with regard to the sale of the village hall.

The leasing party said that they would be willing to extend the lease on the playing field subject to a few points being resolved.



The Clerk would put these matters to NALC legal department for further clarification as per request.

#### Road Surface

The matter of the state of the surface of the road through the village was brought to the member's attention. The red tarmac was laid in 1998 and at that time was given a life span of 7 – 9 years. The surface has now started to break up. The Clerk has spoken to Steve White with regard to this matter and he said:-

I think it might be best if I come and have a look at the surface. From memory, and talking to colleagues, we agree that it is starting to look tired but from our records it is structurally sound. Based on our records of electronic measuring data it is currently on the programme for 2020/21 to be re-surfaced.

Coloured surfacing is not something we put in now due to maintenance costs involved. Therefore if the parish council would be happy with a grey surface dressing I might be able to get it done much sooner.

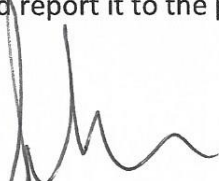
Roundels are not a problem, I can arrange for them to be done out of my routine budget. Larger repeaters however, are not something I can do.

The council's response was to ask the Clerk to speak to Steve White again and request that this move forward as they were quite willing to accept the grey colour plus also mention the surface from Camping Hill to Morston as it was in a very sad state and could also do with being replaced.

#### Parking

One of the matters that were raised at the previous meeting was the dirt and debris on the rumble strip. The Clerk took this matter to both the Rangers and NNDC and both said that the other should do the work. This was asked to be referred back to the Rangers which the Clerk said that she would do. With regard to the Parking a member of the public suggested that a call could go into the Police stating obstruction (if it could be proved) as the rumble strip was just that for traffic to flow over but the public to walk on. There is the option of the Parish Council putting in the request for double yellow lines to be put in various places in the village to ease the flow of traffic. No further action on the yellow lines at this time but the council decided that a letter of complaint should be sent to the Police with regard to the Parking problem and it was suggested that the people of the village should keep reporting so that the situation is kept on top of as they are now parking on both sides of the road. There was also the matter of the leaflets from Jason which the Clerk said that she would chase.

JP said that the matter of speed had been brought up at the Police meeting and suggested that anyone seeing any vehicle speeding should take down the registration and report it to the police.





### Allotments

The Clerk was also asked to get Jonathan Savory onto the matter of the allotments and the ground at Camping Hill as there is a real need for this kind of space within the village.

### Stiffkey Blog

With regard to the Stiffkey Blog it was reported to the members that the blog had received 222 hits so far. The notices had been placed in the notice boards and a request was made to the members to follow if possible. It was also noted that these things take time to build up a following but we was going in the right direction and if anyone would like to add anything the contact details for the blog are [stiffkeyparishcouncil@gmail.com](mailto:stiffkeyparishcouncil@gmail.com)

Please see a link to the Stiffkey Parish blog.

<http://stiffkeyparish.blogspot.co.uk/>

'You can also stay in touch on Twitter @stiffkeyparish'

### Resignation/Co-option

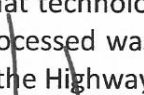
The matter of Janey resignation from the Council and the requirement to Co-op another member of to the council was discussed. A letter was received from Mr L Clabburn. The application was put to the Council as to their opinion and one of the members said that they were impressed with Mr Clabburn at the Broadband meeting. The Co-option was therefore proposed by Laurence and seconded by Chris *COOTE* – thus motion carried and Mr Clabburn was to be invited to join the Parish Council. There still remains a place on the council and this will be discussed at the next meeting.

### Mr Nigel Weston

Mr Weston attended the meeting in order to bring forward a proposal. He requested that he be able to take his pipes from his development a crossed the Parish Section of land over the road from his development. This would mean that he would dig under the road and then dig a trench a crossed Parish land for sewage and rainwater to enter the river. The environment agency have given a non-formal response to this saying that it is better to go downhill rather than pump upwards which was the first idea that was submitted. The power cables will also travel under the road. UK Power Network wants to close the road but Mr Weston is willing to pay to drill under the road thus stopping it from having to be closed to the traffic.

This planning application was discussed at previous meetings but this is a change to the plans. As the Parish Council had declined to allow this at a previous time this could course us problems with previous owners of the development property.

Mr Weston said that technology has moved on and the environment agency was ok with taking the processed waste and rainwater this way into the river Stiffkey. Still needs to speak to the Highways but had approached the 9 Chalk Rivers Project.





This matter needs to be looked into further and legal advice sort to ensure that no rules broken. Mr Weston asked who owned the land, it could be the surveyors-allotment but since the footpath has been completed it could be SPC and there could be complications. There was the matter of fees and would there being any charged for allowing this to take place perhaps a rent would need to be charged.

The Chair asked for the members comments and they are as follows:-

- Liked the idea that the waste water would be taken downhill rather than forcing it uphill which could well cause problems in times of high rainfall.
- Care needed to be taken with our decision.
- Keen to see project going forward – would planning need to be obtained. Mr Weston said that he would check this out.
- Makes sense to go this way as technology has moved on and the environment agency is ok with this.

The Chair said that this needs to be discussed further and asked that it be placed on the Agenda for the next meeting in Sept. It was also to be noted that this was discussed at this meeting but not on the agenda and the reason for this was that it was brought to the table late and there was some sense of urgency as to getting approval from the Council. Approval was not given at this time as it was felt that Legal advice needed to be obtained from both NALC and NNDC. The Clerk would take the Parish Councils situation to the relevant parties for further legal information which she would then be able to bring to the next meeting.

#### Road Closed Notice

The notice for the road to be closed for water main repair was placed in the local paper but some of the work had already taken place, thus the road was closed twice. This was not clearly documented at a previous meeting for which the members were sorry.

**Meeting Closed 20.32**

A handwritten signature in black ink, consisting of a stylized 'M' followed by a flourish.

## **Minutes of Stiffkey Parish Council Meeting held on Monday 2<sup>nd</sup> September 2013**

Present: J Lawrence, L Jordan, C Halford, C Cooke, M Harrison, L Clabburn, M Strong, P Terrington, Police and and Clerk.

Apologies: Jonathan Savory.

The chairman welcomed our latest member to the parish Council. Mr Louis Clabburn.

He also said that all the members were glad to see Mark back and that he is ok.

### **1. Minutes**

The minutes of the last meeting duly signed off. There was a small matter of which Chris had seconded the co- option motion and this was marked on the minutes accordingly.

### **2. Declarations of Interest**

Declarations of interest – Mr J Lawrence.

### **3. Matters Arising**

#### ***a. Police Crime Report***

PCSO Keith Clarke advised all at the meeting that during the period 1 June 2013 to 2 September 2013 there had been 10 calls in total. Two calls related to matters concerning missing binoculars and a tobacco related issue. The calls are graded A to D according to their severity. There were reports of a naked male on the coastal path a suspicious vehicle' and a cow in the road.

They regard the village of Stiffkey as being a low crime area.

With regard to the issue of parking they (The Police) do not issue tickets unless the parking is obstruction. Normal parking issues are no longer dealt with by the Police. They are the responsibility of the traffic wardens.

Keith suggested that at some point. The parish council should have a sitdown chat with Kings Lynn officers to get the solution to the problem that the village faces. He also brought to the attention of the members that there are two organisations working side-by-side in relation to parking and they are the traffic wardens and the police.



He suggested that the parish council should write to Kings Lynn and West Norfolk for the attention of an Inspector Futter to highlight the problems to both parties so that solutions could be brought to the table ready for next year.

The Flyers have been received from Jason with the parking in the village in mind, but some will be constructed to be used along the coastal path. These flyers will be used to alert people that they are parking on a public bridleway.

Comments made that the notice at the end of Greenway has been extremely effective during this last few weeks. However, Greenway can still be an issue with regard to large vehicles turning and there is very little that the Parish Council can actually do.

***b. Councillor Marie Strong's Report***

Marie's full report is in the Quay Magazine.

***c. Councillor Peter Terrington/J Savory***

Peter reported to the members, the following items: –

There are concerns with regard to recycling credits being lost by parish councils and it was suggested that the parish councils could raise the precept if needed. We could also act privately with regard to glass collection.

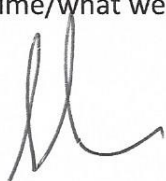
The L.D.O. at Egmere will not be signed off until October. This is in relation to the Windfarm projects that are on-going and future companies coming into the area.

With regard to the Dudgeon Windfarm project the size has been reduced and this in turn could affect the cable route.

The Big Society Fund has met and given out the next round of monies they will next meet on 1 October 2013 at Cromer.

With regard to neighbourhood plans the county has not progressed any further. A neighbourhood plan is a plan which is drawn up under the Localism Bill. In order to get a neighbourhood plan in place 50% of the parish have to agree to this and at this moment in time, Holt is the only one that has one in place. Sculthorpe is also one other place that has started the process. There is a reluctance to take up neighbourhood plans due to the fact that parish plans failed in the past. It was suggested that this is something that the village could look at in conjunction with another parish, i.e. Morston Langham etc.

The standards regime/what we should have in the way of reports, etc. Has come into operation.





With regard to the development that is taking place at Market Lane in Wells, the builders Hopkins have asked for some of the clauses relating to the development that were granted when the planning application was agreed be removed. These are in relation to environmental requirements for the properties.

The development at Polka Road is well underway and the site demolition has started. The petrol station has been passed, and should be moving forward.

A property on "The Buttlands", at Wells has had an improvement order put in place.

And parking in Wells has been a significant problem during this last six week period.

#### **4. Correspondence**

Letter of Co-option Mr L Clabburn  
NNDC  
NALC  
M Strong  
CAB  
T T Jones Electrical Ltd

#### **5. Finance**

EON Energy £47.95 – Electricity paid via DDR from main account.

#### **6. Footpath**

Nothing this month with regard to the footpath.

#### **7. Planning**

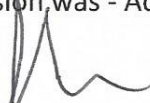
Planning Application LA/11/0506 (PF/11/0508)  
Harbour House, 1 Greenway, Stiffkey, Wells, Norfolk, NR23 1QF  
Demolition of outbuildings and the re-construction to provide habitable accommodation.

There has been nothing further heard from the Planning Dept. At North Norfolk District Council with regard to the Harbour House development.

Planning Application PF/10/0045  
Mill Pightle House, Hollow Lane, Stiffkey, Wells, Norfolk

NMA2/10/0045  
Non material amendment application

The decision was - Accepted



Planning Application PF/13/0830

Hillcrest, 36 Wells Road, Stiffkey, NR23 1AJ

*Installation of dormer windows and erection of one and a half storey side extension.*

With regard to this development there was some concern that this could be quite high and as it is moving from a bungalow on a hill to a house on the hill could this be a problem. The plans were viewed and it was discovered that it would be approximately a 1/3<sup>rd</sup> higher than at present.

Voting – All in favour – motion carried 5-0 thus (1) supports the application would be advised to the planning department. One member did not vote due to Declaration of Interest in the Development.

Planning Complaint – The Old Blacksmiths Shop, 3 Church Street, Stiffkey, Wells, Norfolk, NR23 1QJ.

The Parish Council Members decided that they would like to lodge a complaint to the planning enforcement officer with regard to the above mentioned property. This relates to a possible breach of planning control. The actual wording with regard to the complaint is listed below: –

“Building works seem to have been completed for the above property, but after looking at the plans, a condition of the planning permission is to build a wall in flint and brick. The wall to the left of the vehicular entrance starts at 1.5 m high at roadside and goes into the site to give a visual display reducing in height to 0.9 m high, incorporating a swan neck. The wall to the right should be of the same design, but starts out, set back from the road. We would like you to clarify with the owner that this work is going to be carried out and when it is to be carried out. The work concerned would be to put in place a brick and flint wall of good design at the right height removing wrongly positioned and wrong height DIY batten fencing. The development should be in line with what is required in a conservation village.”

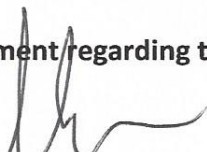
This complaint was to be forwarded to Kate Steventon.

Nothing further at this time with regard to Planning Applications.

#### **7a N. Weston Application to SPC**

The application by Mr Weston, to Stiffkey parish Council has not received any formal approval. This matter was due to be discussed with Mr Weston at this meeting; however, Mr Weston was not present. Other parishioners have concerns with regard to this development and a statement was presented to the parish Council by Mrs. G Green and her reasons and objections to the parish Council, allowing Mr Weston access to parish land. Detailed below is the full statement: –

**Statement regarding the River Stiffkey for Parish Council**



**Author Geraldine Green. 2nd September 2013**

I was informed by Mr Weston recently that he was hoping to install a U.V. Unit with a direct outfall across the road into the river at his two new houses that he is currently building near The Red Lion Pub in Stiffkey.

I would like to make the following comments against any decision that Stiffkey Parish Council might make that would facilitate that arrangement.

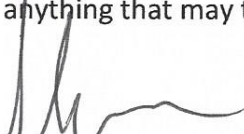
I spent 20 years of my working life running an Ultraviolet cleansing system and understand how vulnerable they are to failure for the following reasons.

- A- The efficiency of the light source reduces over time.
- B- The efficiency of the cleansing process is severely compromised by any lack of clarity in the water being treated.
- C- The efficiency of the process is affected by the flow rate past the light source. These three issues mean that the system requires constant monitoring and maintenance. At times of high flow, e.g. a storm event the system would not function properly. Given that, I believe, all the ground water will be going through this system this could happen on a regular basis. Failure to prevent such a contamination event could result in a significant fine for the owners of the system.
- D- U.V. Systems do not remove viruses from the effluent. Neither do they remove nitrates and phosphates and other pollutants. These would contribute directly to heightened levels in the river especially near to the outfall.
- E- Should this be permitted then it would open the flood gates to further applications that could damage this lovely river that flows right through our village in the future. We residents should treasure it.

The tide has recently turned with regard to protecting and enhancing the River Stiffkey. This would be a retrograde step.

#### CONSERVATION ISSUES

- A-The River Stiffkey is already in a NITRATE VUNERABLE ZONE so it is afforded special protection in order not to increase the levels of nitrates. The idea of such a designation is to reduce pollutant levels not increase them.
- B-The River Stiffkey has recently been identified within the ANGLIAN RIVER SEA TROUT PROJECT as very suitable for the restoration of a sea trout population.
- C-The River Stiffkey is designated under the 'WATER FRAMEWORK DIRECTIVE EEC' as a river requiring being given a status of 'good' by 2015. This means that anything that may threaten that now would not be allowed.





- 3-Finally I would like to point out that BLAKENEY HARBOUR MUSSEL SOCIETY that holds a Several order in Blakeney Harbour has not only a right but also a duty, under a direct act of parliament, to protect the shell fishery there. The River Stiffkey drains directly into that harbour.

P.S. Mr Weston will be required to apply to the environment agency before he could proceed.

I note that Mr Weston states that he has spoken both to the Enviroment Agency and the Norfolk Rivers Trust. I too have spoken to both these organisations and neither seemed to have any record of these conversations. In fact both came expressed an opinion that this would not be allowed particularly the latter organization. I suggest that the Parish Council should defer any decisions on this matter until they have an opinion in writing from both organizations.

End of report from Mrs G Green.

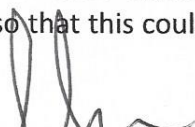
The members thanked Mrs Geraldine Green for bringing these concerns and information regarding the River Stiffkey to their attention. They noted that Mr Weston must apply to North Norfolk district Council and the environment agency in order to proceed. Stiffkey parish Council has the right to say what does and does not cross its land and any legal costs in relation to this would have to be covered by Mr Weston. The members agreed that they would not give any agreement to Mr Weston regarding this matter until they have all the facts in and they also requested that the clerk check to see if we refuse him can he take the matter further to appeal against the decision.

This development was put forward to the parish Council in approximately 2006/2007 and the records show that this was refused. The parish Council turned down the first applicant and this was why the property/development was sold on. The parish Council was made aware that there was to pipes proposed to cross under the road and under parish land. Mr Weston purchased this site, knowing full well what the problem was.

## **8. Playing Field**

Some comments had been received from people of the village regarding the play area on the playing field. There were concerns that the play area could still work for the village if it could be repaired. The notices were put up to cover the Parish Council so that any when using the area could not prosecute should anything happen.

A cheque was brought to the meeting to be paid into the playing field count for the sum of £120. This was in relation to a let for the marquee. The clerk advised the members that she needed to know the size of the marquee and approximate value so that this could be disclosed to the insurance company to ensure that whilst it was



on parish land. It was covered by insurance. The size of the marquee is 20 feet x 30 feet and the clerk said she would look online to see what price a marquee of that size would cost so that she could take this matter to the insurance company for cover. The marquee still works for the village and can at this time still be repaired. It is, after all, the only source of income for the playing field apart from various donations. The local campsite is offering some form of help/support for the play area in the future. Funding applications are moving ahead slowly and quotations/costing's will be obtained in the future.

#### **8. Dog Bins**

It was reported to the Council members that the dog bins have been upgraded. They had been having problems with the old system. A parishioner had offered to clear and monitor the new upgraded system.

#### **9. A.O.B.**

##### **Village Hall**

##### **Previous Notes from Minutes**

*A response was received from NALC with regard to the Legal questions that had been asked earlier in the year and they are as follows;-*

*I have spoken to our legal department and also taken advice from a charity expert on this problem.*

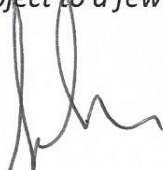
*The main point that must be clarified is that it will not be the Parish Council who undertakes the possible sale but the charity trustees. I appreciate these may be one and the same people but they are two different organisations operating on two different systems.*

*There is no issue with the Charity Commission with the sale of the land providing an equal amount of new land is designated for charitable purposes in the vicinity. However if this is not possible then the trustees would need to involve the Charity Commission at an early stage, explain what they want to do and it is quite likely they will get permission to sell without penalties.*

*The members discussed the matter and decided that they needed further clarification on a couple of other things before they was willing to take the next step. They are:-*

- *Leased land – is it ok for the land to be leased or do we have to own the land on which the village hall is situated.*
- *What about legal comebacks from distant relatives with regard to the sale of the village hall.*

*The leasing party said that they would be willing to extend the lease on the playing field subject to a few points being resolved.*





*The Clerk would put these matters to NALC legal department for further clarification as per request.*

**Comments from NALC regarding the above:-**

There is no reason why a village Hall cannot be on leased land that this can cause problems with grants. Depending on the length of the lease. It could have an impact on the sum is available to you. They should not be any problem regarding comeback from relatives provided any land sold is replaced like for like. However, in view of the question. There could be a problem if it is intended to sell land, but not replace it. This is also likely to be an issue with the charity commission. With regard to access this is a form of disposal and the Council needs to consider either way leave or an easement depending on what is required. I am attaching a legal topic note on easements and would recommend the Council engages solicitor to deal with this matter.

N. B legal topic note on easements attached.

**Road Surface**

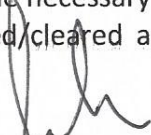
At the previous meeting the road surface was discussed and the matter taken to Steve White. The Council members requested that the clerk speak to Steve White, asking if we can have coloured tarmac.

**Fete Donation**

At the meeting, Marlene from the Stiffkey Fete Committee advises the Parish Council that the committee had decided to split the funds from the fete account into three. The church would receive one third the village Hall and playing field the other two thirds. Subsequently a cheque for the sum of £2177.62 was presented to the Parish Council. They requested that this money be used for the overall material upkeep of both Village Hall and playing field. It was suggested that this money be put to one side for the future development of both Village Hall and playing field and the members requested that the clerk put the money aside for this purpose. The clerk would deposit the money into the Parish Councils savings account. Thanks were given to the Fete committee for this.

**Highways**

The members said that the run-offs need to be cleaned out and the culvert at the bottom of Cockthorpe Hill needs to be cleaned out with a digger as digging out by hand means that the debris is placed around the top edges only to refill the hole during heavy rain. There was also the matter clearing the rumble strip at the bottom of Hollow Lane as during the last lot of rain debris flowed out of Hollow Lane and straight back onto the rumble strip. Therefore the members asked that the clerk contact the necessary parties and request that the Cockthorpe Hill culvert and drains be cleaned/cleared and the soil/debris should be removed completely. They also





asked that the clerk expressed their thanks for the painting of the rails near the bridge on Bridge Street.

It was brought to the council's attention that where Greenway joins the main highway some slumping of the road surface has occurred. This now needs to be reported to the highways authority as it affects the whole of the edge of the main highway at the entrance to Greenway.

### **Blog.**

So far the blog has had 1379 hits, 51 on Twitter, 22, Facebook likes. The members were advised that at some point an interview relating to a famous party would be placed on the block. The contact details for the blog are [stiffkeyparishcouncil@gmail.com](mailto:stiffkeyparishcouncil@gmail.com)

Please see a link to the Stiffkey Parish blog.

<http://stiffkeyparish.blogspot.co.uk/>

'You can also stay in touch on Twitter @stiffkeyparish'

### **Hollow Lane – Trees**

The trees on Hollow Lane had been chopped down by UK Power Network. They have been taken down to the top of the wall. But what they really need is to be killed off completely. There have been some objections as to this going ahead but it is felt that these need to be taken back to ground level. A resident also requested that the hedge at the bottom of Hollow Lane should be chopped back to enable better access in and out of Hollow Lane for traffic. The Parish Council agreed. And this would be actioned by the resident.

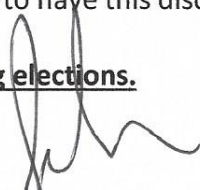
### **Speed camera/SAMS**

The SAMS would be in place for a couple of weeks hoping to slow the traffic into the village. The parish Council was advised that the speed camera team would be setting up speed traps and these could be early morning traps.

### **Phone box**

It was suggested that we chat with the new owners of Stiffkey lamp shop with regard to the phone box to see if there was something that we could use this for. A resident volunteered to have this discussion.

### **Forthcoming elections.**



As elections are due to be held in May 2014 for Parish Council members. It was felt that the Parish Council should use not only the present ways of advertising, but should also consider using the Stiffkey Blog, Internet and Facebook as ways of advertising for new members to come forward. It was felt that perhaps we should be planning for the elections from this point on.

### **Allotments**

The matter with regard to the allotments is still on-going and there was nothing further for the clerk to report at this time.

**Meeting Closed 20.40**

A handwritten signature in black ink, consisting of several loops and a wavy tail, positioned below the text 'Meeting Closed 20.40'.

## Minutes of Stiffkey Parish Council Meeting held on Monday 7<sup>th</sup> October 2013

**Present:** J Lawrence, L Jordan, C Halford, C Cooke, M Harrison, L Clabburn, M Strong, J Savoury, Police and Clerk.

**Apologies:** Police & Peter Terrington.

### 1. Minutes

The minutes of the last meeting were agreed and duly signed off.

### 2. Declarations of Interest

None

### 3. Matters Arising

#### a. Police Crime Report

Please could you pass the teams apologies for tonight's Parish Council Meeting. The crime report is as follows from 2<sup>nd</sup> Sept -7<sup>th</sup> Oct 2013: No Crime. 2 Calls to Police during this time –Nothing of note

#### b. Councillor Marie Strong's Report

Marie's full report is in the Quay Magazine.

#### Broadband

Marie did mention that there has been a lot of publicity with regard to black spots for mobile phones. This actually means no SOS signal. The sum of £140 million has been put aside in order to cover these black spots for the whole of the UK.

She also wanted to advisers that the work party is up and running for the broadband and at some point there will be a website to follow. She pointed out that broadband for our area is on track, on time and in budget. Further information to follow by the end of 2015, when everybody in Norfolk should have at least 2MB available to them as a standard broadband speed.

#### Budget

She hoped that all of the parish Council would participate in the consultation with regard to the budget you can respond as an individual or as a whole parish Council. The details are: – [www.norfolk.gov.uk/puttingpeoplefirst](http://www.norfolk.gov.uk/puttingpeoplefirst) or have [yoursay@norfolk.gov.uk](mailto:yoursay@norfolk.gov.uk). There is also telephone number of 0344 800 8020. This is so that people can have their say with regard to the proposed budget cuts of £189 million, which is the funding gap for the next three years. Marie handed over a



PROPOSED DESIGNATION OF LOCAL DEVELOPMENT ORDER ON LAND AT EGMERE: The Ecological Survey and Landscape Visual Impact Assessment, and Access Strategy are outstanding pieces of work to be completed. The recommendation for the signing off of the LDO has yet to be brought to Full Council

Neighbourhood Plans: Well worth keeping a watching brief on this topic.

Standards Training and Development for Parishes and Towns: Feedback has been quite negative in Priory parishes for need for training. There are issues surrounding openness and transparency which may need exploring.

Coastal Issues Forum: At the recent meeting of the CIF, it was decided that the Council's Coastal Community Projects Manager would offer to visit coastal Town and Parish Councils to find out which aspects of work streams for integrated management were relevant to them. It was also suggested that future CIF meetings could take place in Wells and Blakeney to address the concerns of the western coastal parishes. The Chairman undertook to look into the possibility of inviting the Council's Portfolio Holder for Economic Development to attend the meetings, in respect of Coastal Tourism issues.

North Norfolk, European Maritime Site: The next meeting of the Advisory Group takes place in the Maltings Community Centre, at 7pm, on 10<sup>th</sup> October. The meetings are attended by representatives of local authorities and other bodies. There are important issues, applicable to Wells, on the agenda.

East of England Marine Plan: The consultations on the draft Plans is closing on the 8th October 2013(tomorrow). Local authorities are encouraged to make representations. The draft marine plans for the South of England appear to give more weight to recreational use than was included in the E of E draft plans. The District Council has submitted a representation, highlighting deficiencies in the Draft Plans. It is in the interest of coastal parishes to make representations.

*N.B. Whilst this report includes a summary of the proceedings of the District Council, any views expressed are those of the elected, Independent member for Priory Ward and not those of the District Council. The report includes information gained from discussion with individual stakeholders, organisations and statutory bodies and is mentioned in the interests of openness, transparency and accountability in public life.*

Jonathan Savory attended the meeting and here are his comments:-

Planning

Jonathan reported that he had spoken to Tracey Lincoln with regard to the outstanding planning application for Harbour House, Greenway, Stiffkey, and they are still awaiting the new plans/altered plans to be put forward.

## 5. Village Hall

One of the Parish Council members said that he would be willing to start a refresh of the village Hall structure.

Forms have been received from Santander, which are in relation to the funds being held from the old social club. There is approximately £4000 plus in this account and a decision was made to put the money aside for future projects. There is some confusion as to who is doing what who is taking bookings, who is holding the key and who has overall responsibility for the village Hall at this time. They have lost two people. A village member, Mr Davy Jackson, has volunteered to help to keep the village Hall running. As trustees Stiffkey Parish Council is the party who is responsible for the village Hall and if there is no management committee in place, the parish Council will have to take this on. The ground is owned by the parish as is noted on the deed of gift. Decisions we have to be made with regard to the current situation as volunteers are lacking with regard to the running of the village Hall. It was noted that society has changed and there is a general lack of people who are willing to help. It was also noted that the usage of the village Hall has dropped by various parties within the village and this does not help to keep the funds coming in for the general day-to-day running costs. It was suggested that a notice be placed on the notice board requesting volunteers to come forward to help with the general day-to-day running of the village Hall.

Each of the members gave their comments with regard to keeping the village Hall or letting it go. In turn the comments were

- try to keep it going
- need to look further at the figures
- don't think that we need a village Hall
- let it go and take on a new development, due to the lack of people in the village
- try to keep it running so that we at least have something to use within the village.

Just by comparison to the finance, we cannot compete and we cannot compare our village Hall to places like Binham and Blakeney. One of the ideas that were put forward was to write to the village members asking for suggestions. When we approach the village members we need to have options available, i.e. A B and C, so that the people can see what is being proposed and if then further information is required that can then be supplied at a later date.

After a session of discussion it was decided that two of the members would put together a working party to look at the legal situation with regard to the village Hall and letters that had been received from NALC were passed across by the clerk.

## 6. Correspondence

NNDC  
NALC  
T T Jones Electrical Ltd  
Glasdon  
Norfolk Link



**Minutes of Stiffkey Parish Council Meeting held on Monday 4<sup>th</sup> November 2013**

**Present:** L Jordan, C Halford, C Cooke, M Harrison, L Clabburn and Clerk plus members of the public.

**Apologies:** J Lawrence, M Strong, J Savoury, Police & Peter Terrington.

**1. Minutes**

The minutes of the last meeting were agreed and duly signed off.

**2. Declarations of Interest**

Chris Halford.

**3. Matters Arising**

**a. Police Crime Report**

Nothing reported as did not make the meeting.

**b. Councillor Marie Strong's Report**

Marie's full report is in the Quay Magazine.

**Coasthopper:**

Hopefully you will have picked up information about the meeting at the Maltings, Wells on 6 November 4.00-5.30pm to discuss the future of the Coasthopper. If not the next meeting is on Friday 15 November at Sheringham Community Centre 4.00-5.30pm with a final meeting on Wednesday 27 November at Hunstanton Community Centre again 4.00-5.30pm. Do get to one and share your views and ideas.

**Budget:**

Please do try and respond to the Norfolk County Council Budget Consultation. If you tried previously online but experienced difficulties please try again. I reported earlier problems and am told access has been improved. Go to [www.norfolk.gov.uk/puttingpeoplefirst](http://www.norfolk.gov.uk/puttingpeoplefirst) or for a hard copy ring 0344 800 8020. Remember the outcome of this budget will affect all of the services provided by the County for some three years to come so do have your say – and you have until 12 December.

**Better Broadband for Norfolk:**

Despite national news 'snippets' expressing concern about country-wide broadband projects I am assured BBfN is on schedule and within budget. Obviously we all want to know when better broadband will be reaching each of us. However, as a recent case proved, there is a danger in releasing information before it is certain there will be no obstacles in bringing BBfN to a specific town, parish or even streets. Another 'tranche' of areas to receive better broadband will be released by the time you read your Quay. Not in our division this time but in the not too distant future I am expecting that we Councillors will be told when and where. In the meantime keep checking on [www.betterbroadbandnorfolk.co.uk](http://www.betterbroadbandnorfolk.co.uk)

**For those requiring a little more technical information here goes:**

The Better Broadband for Norfolk Programme will predominantly implement Fibre to the Cabinet infrastructure, which is the most widely deployed technology in the UK as it offer the best value for money. This technology offers speeds of up to 80 Mbps. The speed does slow between the street cabinet and the property, but still offers much faster speeds than current entirely copper based connections. For instance, properties at approx. 1 km from the cabinet expected to receive Superfast speeds of 24 Mbps+, with properties at 1.5 km expected to receive speeds of 15 Mbps. It is possible that a small number of properties are so far from the cabinet (over 2.5 km) that speed will degrade to below 2 Mbps; in such cases the Better Broadband for Norfolk programme will deploy an alternative technology to ensure access to at least a minimum 2 Mbps.

By the completion of the Better Broadband for Norfolk programme at the end of 2015, 83% of properties will have access to speeds of 24 Mbps+ with all other properties having access to a minimum 2 Mbps and above.



Speed reductions are no greater on overhead copper than they would be in copper carried through ducts. If your service provider has identified a problem with the connection to your home it should raise a fault with BT Openreach.

Flu Jabs:

The County Council now has responsibility for areas of Health so I need to remind you not to forget your 'flu jab. If you are a mature person or have a chronic health problem, now is the time to have your seasonal flu jab. Anyone aged 65 and over, care home residents, pregnant women and people with chronic illnesses such as asthma, diabetes, heart or kidney disease is entitled to receive a free jab. For more information speak to your GP or local pharmacist, or visit [www.nhs.uk/flu](http://www.nhs.uk/flu).

c. *Councillor Peter Terrington/J Savory*

Peter Terrington did not attend the meeting as he was at Wells and he sent the following report:-

**Report from District Councillor, Peter Terrington, 4<sup>th</sup> Nov. 2013**

**CABINET DECISIONS 7.10.13.**

**1. CCTV Coverage: RESOLVED:**

To select Option 3 – the decommissioning of cameras and equipment and the closure of the service subject to the following amendment:

That the following is offered to the town councils which have CCTV:

a. If all 5 town councils can agree to operate the system collectively at no cost to the District Council that all the equipment in the current control room and all of the other equipment is transferred to the town councils at nil cost. The town councils would then be responsible for all operating costs in the future.

**2. BUSINESS RATES POOLING**

**RESOLVED:**

In principle and subject to the negotiation of the detailed financial and governance arrangements, North Norfolk District Council agrees to join a business rates pool with Norfolk County Council and other Norfolk district councils;

**Full Council Meeting – 23 October** was Cancelled and All matters deferred to the rescheduled meeting on **26 November. Cabinet met at Fakenham Connect, this morning.**

**PROPOSED DESIGNATION OF LOCAL DEVELOPMENT ORDER ON LAND AT EGMERE:** The Ecological Survey and Landscape Visual Impact Assessment, and Access Strategy are outstanding pieces of work to be completed. The recommendation for the signing off of the LDO has yet to be brought to Full Council

**North Norfolk Older People's Forum: Norfolk Putting People First:** A public meeting organised by North Norfolk Older People's Forum will be held at

10.00am on Tuesday 26th November at Cromer Community Hall, Garden Street, Cromer. The focus of the meeting will be the Norfolk County Council consultation - "Norfolk Putting People First".

Further information can be obtained from either David Russell interim Chair of the North Norfolk Older People's Forum via email [redrussell88@gmail.com](mailto:redrussell88@gmail.com) or Sonia Shuter Health Improvement Officer ext. 6173 [sonia.shuter@northnorfolk.gov.uk](mailto:sonia.shuter@northnorfolk.gov.uk).

**Cromer Office Reception Improvement Works:**

Reception works are well underway to make the area more user friendly.

Reception improvement works capital budget: £140k

Ongoing revenue savings arising: £33k

Payback period: 4.24 years

**News Releases**

**Council to provide free parking on Remembrance Sunday and the two Saturdays before Christmas Improvements for Fakenham, Holt, Mundesley and North Walsham car parks**

**North Norfolk District Council seeks volunteers for new community dog warden scheme**  
**North Norfolk households given more time to save money on gas and electricity bills**  
<http://www.northnorfolk.org/council/news.asp>

#### **CABINET DECISIONS 4.11.13.**

**Walsingham Conservation Area Appraisal:** Resolved: To adopt the Walsingham Conservation Area Appraisal and Management Proposals for statutory planning purposes and for it to be a 'material consideration' in the planning process.

**BUDGET MONITORING REPORT 2013/14 – PERIOD 6:** Resolved: To the release of £100,000 included within the approved capital programme for the Wells Maltings Project

**PLAYGROUND EQUIPMENT REVIEW:** Resolved: To Approve the allocation of the capital funding of £100,000, to various schemes as identified within the report.

**MANAGING PERFORMANCE REPORT, Q2 2013/14:** Cabinet resolved to note this report, welcome the progress being made and endorses the actions laid out in being taken by management where there are areas of concern.

*N.B. Whilst this report includes a summary of the proceedings of the District Council, any views expressed are those of the elected, Independent member for Priory Ward and not those of the District Council. The report includes information gained from discussion with individual stakeholders, organisations and statutory bodies and is mentioned in the interests of openness, transparency and accountability in public life.*

#### **4. Playing Field/Village Hall**

One of the members had brought a plan of the proposed layout of the playing field to the meeting. A comment was made that we had to ensure that the layout worked for everyone and we get it right first time. It was suggested that the old play area should be converted to a car parking area to ensure that the lane was not blocked when an event was taking place. There would be eight normal spaces and two disabled spaces. One member suggested that the fence should remain as it could lead to a problem with the parking being abused by the general public when they are not actually using the field or facilities but park and walk the dog or catch the bus. The corner of the playing field where the gate is gets too wet to be used as a car parking area but it was suggested that we could use the mesh over the grass to manage the situation.

One of the public asked for clarification as the site of the car parking on the playing field. And the members put forward the idea that there could be two areas at either end of the field to help at busy times. It was decided that a site meeting would take place in order to measure out and discuss further what is required and what would work.

One of the members has been looking at the situation with regard to the playing field/village hall/play area and has been in discussion with Jon Clemo at RCC. He had given some guidance to the Parish Council as to what would be need to be in place and how the matter should be approached.

- Need of your project
- Consult with village members
- Access a community profile
- Governance – Funding to be set up correctly and all running well
- Planning – this has to show the benefits it intends to achieve.

There was also the matter of the Trustees on the Charity Commissioners website needing to be updated and the accounts for both the playing field and the village hall to be submitted. The clerk advised that she had done the accounts for the playing field and they are currently with the Chairman for review. Once they have been agreed then she would submit them to the Charity Commissioners website on the required forms so that this is up to date. She would also obtain the required forms to bring the matter of the listed trustees for both the Playing Field and the Village Hall up to date. These both need to be in place before we should really move forward to the next step.

It was stated that the Management Committee for the Village Hall should remain separate from the Parish Council as should the Committee for the Playing Field. Anything for the playing field should be separately minuted from the Parish Council minutes.

It was noted that we could change the Deed of Gift but this would require jumping through some legal hoops in order to get this done. One of the public suggested that there could be some records from the Social Club era which might help in



Planning Complaint – The Old Blacksmiths Shop, 3 Church Street, Stiffkey, Wells, Norfolk, NR23 1QJ.

The Parish Council Members decided that they would like to lodge a complaint to the planning enforcement officer with regard to the above mentioned property. This relates to a possible breach of planning control. The actual wording with regard to the complaint is listed below: –

“Building works seem to have been completed for the above property, but after looking at the plans, a condition of the planning permission is to build a wall in flint and brick. The wall to the left of the vehicular entrance starts at 1.5 m high at roadside and goes into the site to give a visual display reducing in height to 0.9 m high, incorporating a swan neck. The wall to the right should be of the same design, but starts out, set back from the road. We would like you to clarify with the owner that this work is going to be carried out and when it is to be carried out. The work concerned would be to put in place a brick and flint wall of good design at the right height removing wrongly positioned and wrong height DIY batten fencing. The development should be in line with what is required in a conservation village.”

This complaint was to be forwarded to Kate Steventon.

Response from Kate Steventon.

I refer to your letter relating to the possible breach of planning control at the above address, 3 Church Street, Stiffkey. Your enquiry has been registered and after a site visit has been undertaken, it will be possible to assess what action will be appropriate. Therefore I intend to write to you again when my preliminary enquiries are complete. I would like to thank you for bringing this matter to my attention, and in the meantime, should you have any further concerns please do not hesitate to contact me.

This matter is still outstanding and the Parish Council has not heard anymore.

Planning Application LA/13/1012  
13 Bridge Street, Stiffkey, Wells, Norfolk, NR23 1QP  
Installation of conservation roof light to side elevation roof slope.

This application was PERMITTED

Nothing further at this time with regard to Planning Applications.

**9a N. Weston Application to SPC**

**The Parish Council did not grant any form of permission with regard to this application to cross Parish Land.** However, one of the members did feel that Mr Weston thought that he had gained the permission, and it was put forward at the meeting that he should be spoken to to advise him of the true decision that was taken by the Parish Council.

**11. A.O.B.**

With regard to the matter of the culvert on Bridge Street one of the members has spoken to the Rangers and they phoned a Tony Pointer who promised to get the work done. This will require a digger and some form of transport to remove the soil from the area.

**Blog.**

So far the blog has had 2614 hits, 51 on Twitter, 22, Facebook likes. The members were advised that there was a new noticeboard for a swap shop on the blog. There had been some changes to the site name and the following information is the up-to-date situation. Rocky advised that she would be looking to upgrade the site and perhaps start to look at some way in which people could vote on the blog for village matters.

Please see a link to the Stiffkey Village blog.

<http://stiffkeyvillage.blogspot.co.uk/>

\*You can also stay in touch on Twitter @stiffkeyvillage



## Minutes of Stiffkey Parish Council Meeting held on Monday 2<sup>nd</sup> December 2013

**Present:** L Jordan, C Cooke, M Harrison, L Clabburn, J Savory, Police and Clerk plus members of the public.

**Apologies:** J Lawrence, M Strong, C Halford & Peter Terrington.

### 1. Minutes

The minutes of the last meeting were agreed and duly signed off.

### 2. Declarations of Interest

No declarations of interest from the council members.

### 3. Matters Arising

#### a. Police Crime Report

PC Jason Pegden attended the meeting and advised the members of the following:-

There were three calls to the Police two of which were classified as Domestic Incidents. With regard to the matter of parking and speeding within the village, Jason advised that the Police are aware of the current situation which is more pronounced with the summer season and at Bank Holidays. The police are monitoring the situation but would be grateful if there are any problems the people of the village should bring them to their attention.

Central Heating theft has been a problem in the past but they advise that this could raise it head again. Perhaps the fact that people are more aware of the situation and what to look for and monitor their tank levels this could be why the theft level has dropped.

Marine thefts have also fallen a lot more and this is due in part to people investing in the covers which seems to have done their job. A member of the council asked if it would be possible to fit tracking devices to the outboard motors and Jason advised that the problem is the signal level in this area. They would not be effective as the mobile signal is in some places nothing more than SOS level. However, measures are being taken which could solve the problem.

#### b. Councillor Marie Strong's Report

Marie's full report is in the Quay Magazine.

#### c. Councillor Peter Terrington/J Savory

Peter Terrington did not attend the meeting as he was at Wells and he sent the following report:-

#### Report from District Councillor, Peter Terrington, 2<sup>nd</sup> Dec. 2013

**PROPOSED DESIGNATION OF LOCAL DEVELOPMENT ORDER ON LAND AT EGMERE:** *Nothing further to report.* The Ecological Survey and Landscape Visual Impact Assessment, and Access Strategy are outstanding pieces of work to be completed. The recommendation for the signing off of the LDO has yet to be brought to Full Council.

**Cromer Office Reception Improvement Works:** The upgraded reception area is completed and open to the public.

### FULL COUNCIL DECISIONS 26.10.13.

In a motion approved at a meeting of NNDC Full Council councillors agreed to urge the County Council not to cut the service, and that if there were any proposals for changes to the service there should be full and meaningful consultations with residents and stakeholders in North Norfolk before any changes could be implemented.

**The following reports were adopted:**

Signed on behalf of  
Mr Harrison

BUDGET MONITORING REPORT 2013/14 – PERIOD 6  
TREASURY MANAGEMENT HALF YEARLY REPORT.

**Cabinet members' reports:**

A new coastal concordat has been developed by Defra to improve and simplify how regulation works. It will put an end to overlaps between regulators, duplication of information requirements, and delays to economically important coastal developments.

Gt Yarmouth has been selected as the supply base for the proposed Dudgeon Shoal wind farm.

Wells has withdrawn from the scheme for town councils to take over the running of CCTV.

**Latest News Releases:**

**Link to NNDC website:**

<http://www.northnorfolk.org/council/news.asp>

**RECOMMENDATIONS TO CABINET 2.12.13**

**Full details can be found in the Cabinet agenda, on the NNDC website.**

<http://www.northnorfolk.org/minutes/Cabinet/02%20Dec%202013/December%20Cabinet%20Agenda%20-%20Final.pdf>

**BIG SOCIETY FUND AND ENABLING FUND**

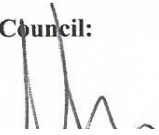
The Big Society Fund to-date has provided financial support to some sixty projects since it was established in 2012. Grants awarded so far this year amount to £101,007 for thirteen projects, which have a total project value of £341,863. Help, advice and support has also been given to a wide variety of other community oriented initiatives, some of which will materialise as applications to the Big Society Fund and others through the Enabling Fund. Proposals from two projects seeking support from the Enabling Fund (The Atrium and Homes for Wells) for which delegated authority to agree a final funding contribution is sought.

**ENFORCEMENT BOARD UPDATE**

- 1. That Cabinet notes the progress made to date by the Enforcement Board.**
- 2. That an earmarked reserve of £200,000 be established as outlined within section 8.2 of the report to fund both capital and revenue expenditure as recommended by the Enforcement Board and that release of the funds be delegated to the Corporate Director in consultation with the Head of Finance.**
- 3. That the current capital programme be updated to reflect the removal of the current budget for Empty Homes.**
- 4. That the legal support to the Enforcement Board is funded for 2014/15, from the above reserve.**

**FEES AND CHARGES 2014/15**

**That Cabinet agree and recommend to Full Council:**





- a) The fees and charges from 1 April 2014
- b) The fees for the certification for the installation of wood burners to come into effect from 1 January 2014.

## **HOUSING BENEFIT AND COUNCIL TAX SUPPORT COUNTER FRAUD POLICY AND PROSECUTION POLICY**

**To recommend to Council that the revised Counter Fraud Policy and Prosecution Policy are adopted.**

*Jonathan attended the meeting and gave the following report:-*

With regard to the matter of allotments which the council has been pressing the local district council to sort he advised the following. With regard to the matter of the land at Camping Hill the possible transfer to the parish council he was told that this would not be possible as this land was marked for future development. There is a legal requirement for NNDC to provide some form of allotments and the Parish members asked the Clerk to take this matter up again with Duncan Ellis giving a full account as to the reasons behind the NO. It was pointed out by one of the members of the public that in the land at Camping Hill had been used as an allotment in the past and could this could set a precedent with regard to the application of allotments for this section of land. Are NNDC aware of the problems that they have with regard to accessing this section of land as there is only a footpath to this area with no vehicle access what so ever? So it was decided that the Clerk would raise this matter with Duncan Ellis giving him the full facts and see what comes back.

With regard to other council matters Jonathan reported that NNDC has disposed of the lorry park at Wells to be used as the new filling station by the Co-op. New section of land has been put forward to replace the lorry/coach park. Holkham are in talks with NNDC so that this moment in time Wells are without a lorry park. Jonathan asked if we had heard any more with regard to the site meeting for the Old Blacksmiths Shop and the Clerk advised that we had not. This matter is to be chased up.

### **4. Playing Field/Village Hall**

The Clerk reported that she was obtaining the passwords that are required to access the Charity Commissioners Website in order to be able to update the information as the Parish Members had requested. These have been requested and should be sent out in due course.

The Parish Council members felt that there should be a site meeting set up for the Playing Field so that they can discuss the plan that they have at the moment in greater detail. It was suggested that the Chairman should arrange this. It was also mentioned that a letter should be sent to Eddie Proctor to ask if he would be willing to be a volunteer caretaker for the village hall/village hall grounds and war memorial. The Clerk said that she would get this letter sent.

With regard to both the Village Hall and the Playing Field there would be trustee forms sent out with the minutes for the members to complete and return to enable the Clerk to set up the trustee information on the Charity website correctly.

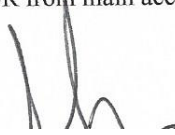
It was also requested that posters should go out again asking for volunteers for the village hall and playing field as no new people had come forward from the last poster.

### **5. Correspondence**

Coasthopper information  
AON  
Age UK  
NNDC  
C Halford  
P Terrington Report

### **7. Finance**

EON Energy £47.95 – Electricity paid via DDR from main account.





Precept Decision – Deferred  
Membership RCC - Deferred

## 9. Planning

Planning Application LA/11/0506 (PF/11/0508)  
Harbour House, 1 Greenway, Stiffkey, Wells, Norfolk, NR23 1QF  
Demolition of outbuildings and the re-construction to provide habitable accommodation.

Nothing further has been heard with regard to this application from the notes in the last meeting.

Planning Complaint – The Old Blacksmiths Shop, 3 Church Street, Stiffkey, Wells, Norfolk, NR23 1QJ.

The Parish Council Members decided that they would like to lodge a complaint to the planning enforcement officer with regard to the above mentioned property. This relates to a possible breach of planning control. The actual wording with regard to the complaint is listed below: –

“Building works seem to have been completed for the above property, but after looking at the plans, a condition of the planning permission is to build a wall in flint and brick. The wall to the left of the vehicular entrance starts at 1.5 m high at roadside and goes into the site to give a visual display reducing in height to 0.9 m high, incorporating a swan neck. The wall to the right should be of the same design, but starts out, set back from the road. We would like you to clarify with the owner that this work is going to be carried out and when it is to be carried out. The work concerned would be to put in place a brick and flint wall of good design at the right height removing wrongly positioned and wrong height DIY batten fencing. The development should be in line with what is required in a conservation village.”

This complaint was to be forwarded to Kate Steventon.

Response from Kate Steventon.

I refer to your letter relating to the possible breach of planning control at the above address, 3 Church Street, Stiffkey. Your enquiry has been registered and after a site visit has been undertaken, it will be possible to assess what action will be appropriate. Therefore I intend to write to you again when my preliminary enquiries are complete. I would like to thank you for bringing this matter to my attention, and in the meantime, should you have any further concerns please do not hesitate to contact me.

This matter is still outstanding and the Parish Council has not heard anymore.

Planning Application PF/13/1304  
The Old Chapel, Wells Road, Stiffkey, NR23 1AJ

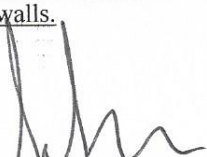
Change of Use from Workshop/showroom to residential dwelling

This building has no water or drainage and how this will be sorted is a matter of concern for the Parish Council. Furthermore the Car Parking is showing on the other side of Hollow Lane with comments attached that no trees will be taken down in order to develop this but there are tree in the area that has been marked for car parking and possible septic tank. The council felt that although the matters that they have concerns about are not technically planning they would like the Clerk to respond in the following way:-

The Council accept the planning application in principal but they would like further information before final decision to be given. This further information relates to the matter of drainage.

Planning Application PF/13/1409  
Hillcrest, 36 Wells Road, Stiffkey, NR23 1AJ

Erection of single storey side extension with accommodation in roof space and balcony, installation of front and rear dormer windows and rendering of external walls.



It was noted by the members that the plans previously submitted had to be adjusted as they had been objected to by the Conservation Officer so they have been redrawn further away from the road and at a lower level than before. The view of the development is better from the road and coastal area and the only thing is that the building is closer to Mill Pightle. A question was raised by a member of the public as to the access from the road should it be moved. This might be a concern as to the nature of the entrance and the safety of traffic on the main road. It was felt that this might not be possible due to the lay of the land and perhaps the wall was listed.

After considering all the possibilities the council asked the Clerk if she would respond to NNDC planning department with the following:-

- (1) Supports the application.

Nothing further at this time with regard to Planning Applications.

#### 9a N. Weston Application to SPC

**The Parish Council did not grant any form of permission with regard to this application to cross Parish Land.** However, one of the members did feel that Mr Weston thought that he had gained the permission, and it was put forward at the meeting that he should be spoken to to advise him of the true decision that was taken by the Parish Council. It is understood that Mr Weston has received a response from the Environment Agency with regard to this application and it was felt that he should be invited to the next meeting to discuss this matter further. It was also put forward that Mrs G Green should also be asked as the matter of putting the waste water into the River Stiffkey was a major concern of hers. The Clerk would send letters to both parties asking them to attend the next meeting. This could even result in a Full Planning Meeting should needs be so.

#### 11. A.O.B.

One of the public asked the question regarding the current situation for the village hall and playing field with regard to members on the management committees. When the rules were drawn up should there not be a certain number of people on the committees and that they are set up in a particular way. The Parish Council members agreed that this should be the case for both but due to the lack of people coming forward as volunteers it could not be set up in that way and that what was in place at the moment was interim to cope with the situation that the Parish Council found themselves in. Yes he was correct with what he was saying but at the time it was a case of take on both or let them fold. It is now for the Parish Council to set in motion the setting up of the required committees but they needed people to come forward in order to get this done.

There should at some point be a case where the Parish Council holds a public meeting to ask the people of the village for both volunteers and opinions so that the matters can move forward as required. There was also the matter of questions for the village hall questionnaire to be set.

Rocky suggested that we could have widget on the blog to enable people to vote on village matters electronically. We could email the village people and only the village people asking them to vote and advising them on how this was to be done. We would need to canvas people of the village for their email addresses to ensure that this was a closed vote and not open to anyone. Rocky said that she would be willing to do a round robin for the email addresses to get this matter rolling.

#### **Blog.**

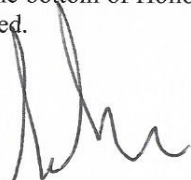
People still continue to use the blog but up to date figures were not disclosed at the meeting.

Please see a link to the Stiffkey Village blog.

<http://stiffkeyvillage.blogspot.co.uk/>

'You can also stay in touch on Twitter @stiffkeyvillage

One of the members reported that the lamp at the bottom of Hollow Lane was not working again and the Clerk said that she would report it to TT Jones Ltd to get it sorted.



Lastly the Chairman asked that it be noted in the minutes that thanks should be given to the Editors of the Stiffkey Book as it was a great effort and very informative. Certainly provided a lot of information about the village for the readers and it was understood that it had sold out so obviously very popular.

**Meeting Closed 20.20**

A handwritten signature in black ink, consisting of a tall, thin vertical stroke followed by a series of connected, wavy horizontal lines.