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Minutes of a meeting of **Blakeney Parish Council** which was held on **Tuesday 2<sup>nd</sup> May 2023** in **The Scout Hut at 7.00pm.**

**Present:**- Rosemary Thew (Chairman), Nigel Sutcliffe (Vice-Chairman), Jane Armstrong, Alban Donohoe, Shirley Everett, Barry Girling, Jenny Girling, Edward Hackford & Iain Wolfe.

**Clerk:**- Tracey Bayfield

**Public:**- 2

- 1. Apologies for Absence** were ***accepted*** from; Cllrs Samantha Arlow, Willie Weston and County Cllr Michael Darby.
- 2.** There were no **Declarations of Interest & requests for dispensations** from members.
- 3. *Resolved*** that the **Minutes** of the Full Council Meeting held on Tuesday 4<sup>th</sup> April 2023 are signed as a true record.
- 4. Chairman's Announcements** – None.
- 5. Reports from Police, County & District Councillors** –
  - 5.1. *County Councillor* – Michael Dalby, report circulated in advance.
  - 5.2. *District Councillor* – Victoria Holliday, report circulated in advance.
- 6. Open Public Session** – None.
- 7. Planning** – PF = Full Planning Permission, PM = Planning Permission – Reserved Matters, LA = Alteration to Listed Building.
  - 7.1. No planning applications received at time of print. NB: Two, late applications had come in (today) but will be deferred.
- 8. FINANCE**
  - 8.1. ***Resolved*** that the **Accounts** totalling £32,165.02 are to be paid.
  - 8.2. **Clerk/RFO Report** – Brief update on figures to date.
  - 8.3. ***Resolved*** to transfer the running of the **2023/24 Payroll** to Norfolk Association of Local Councils with effect from next pay date for the remainder of this financial year.
  - 8.4. ***Resolved*** to add **HMRC PAYE** to the monthly direct debit list with immediate effect.

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- 8.5. **Resolved** to continue with quarterly **Operational Play Inspection Reporting** as opposed to monthly.
- 8.6. **Resolved** to defer the consideration of **Insurance Quotes** to next month, when we hope to have received more replies.
- 8.7. **Resolved** to accept the **Parish Partnership Scheme Grant for Village Gateways** noting the much-reduced current cost of just over £700 compared with over £11,000.

## **9. Reports from Representatives on Other Committees/Groups** which have met recently if applicable.

### 9.1. **Blakeney Surgery** – *Cllr Nigel Sutcliffe*.

- Members are in receipt of the letter that the ICB sent dated 18<sup>th</sup> April 2023, as a response to our letter dated 4<sup>th</sup> April 2023. It states that patient feedback submitted by Holt Medical Practice does not constitute the feedback that the practice will have to demonstrate as part of this process. The Holt Area Patient Participation Group dated 20<sup>th</sup> March 2023, minutes refer to only 2 patient members. Myself and Victoria Holliday are trying to join this group.
- All residents should have received a letter from our MP Duncan Baker dated 21<sup>st</sup> April 2023 explaining his support for our campaign. It contains a link to a survey that can be completed.
- The survey to be distributed by 'Healthwatch', Norfolk has now been approved and will be dealt with in the weeks to come.
- BBC Radio Norfolk has requested to interview patients and others involved in the campaign. We have now been approached by the EDP for a response, which we will deal with after the local elections.
- I would like BPC approval to make two further Freedom of Information requests to Holt Medical Practice as follows; 1) What is the relationship, including financial, between Holt Medical Services and Holt Health Services Ltd & 2) We made a previous request regarding their finances which they were unable to answer, and I would now like the Clerk and myself to work at preparing a specific question that they should be able to answer, for example producing a year-end balance sheet. **Agreed.**

### 9.2. **Neighbourhood Plan** – *Cllr Rosemary Thew summarised*. The referendum date is likely to be 20<sup>th</sup> July 2023. NNDC are preparing a referendum version of the plan which they will share with us, with modifications highlighted. Notice of referendum must be issued by 11<sup>th</sup> May. Thereafter, there will be 'some' weight to the plan with full weight post referendum. Prior to the referendum, an information statement will

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be issued by NNDC, and polling cards distributed and hard copies of the plan will be available, and details of the referendum will be displayed on both the NNDC and BPC website. NNDC would not accept the Steering Group's desired changes to affordable housing at BLA04. They said it was in conflict with strategic policy.

9.3. **Traffic Matters Working Group** – *Cllr Nigel Sutcliffe*. The TMWG met last Thursday to be updated on where we currently are.

- A consideration to be able to buy into a dedicated Traffic/Civil Enforcement Parking Officer to attend at Blakeney on a more regular pattern will not happen. They cannot fill their current vacancies and we have no budget for the extra cost. So, for the time being this item has resulted in no further action. **Agreed.**
- The Traffic Signage review by NCC has been completed but the Group feel it is inadequate and have identified further work that can be completed. This issue will continue to be discussed and revisited by the Group.
- Village Hall Car Park and Car Park charging. We now have the legal advice on the Deed of Trust dated the 31<sup>st</sup> March 1980. It shows that BPC own the land, but BVHT do the day to day administration. If car parking charges are to be progressed further, we need to enter a 'Deed of Variation' or some other agreement to achieve it. The TMWG recommend that you agree to BPC commencing a dialogue with the VHT to see what can be achieved. **Agreed.**
- Motorhome Tourism in Blakeney. We have a request for some permanent parking bays to be allocated for motor homes in the Village Hall car park. The TMWG recommend that this course of action is not approved. **Agreed.**
- Traffic Consultation – This was an issue when TMWG first started its work two and a half years ago, but now it is not and therefore it requires no further action. **Agreed.**
- Keep Blakeney Special Campaign – This has been ongoing for a number of years. From the start, BPC and NT (the co-owners of the Carnser) did not support this, due to its effect on traffic displacement around the village when our other car parks are full and the effect it has on financial income streams. This has been discussed previously and the TMWG recommend no further action is taken. **Agreed.**

## **10. COUNCILLORS QUESTIONS**

10.1. *Question from Cllr Jane Armstrong; With reference to the Lawful Development submission (ref. CL/23/0164) in respect of car parking in*

Blakeney Dinghy Park, please could you explain who made the decision to submit this in the name of Blakeney Parish Council and with what authority.

*Answer;* As leaseholder of the land, having had conversations with both The National Trust and NNDC it was beneficial in terms of a reduced fee (public money, cost then shared by both parties), that the application be submitted in the name of Blakeney Parish Council. The Clerk as 'Proper Officer' dealt with this item in conjunction with The National Trust as part of our joint working protocol. (It must be remembered that this is a CLEUD application, ie. historical evidence based & not a planning application which seeks permission to do something new, ie. two very different items.)

## **11. CORRESPONDENCE –**

- 11.1. Cllr Alban Donohoe updated the meeting in relation to the **Blakeney Channel Coastal Community Team** and requested that BPC consider funding another survey of the area at a cost of £1,500 + VAT, the results of which would determine the next steps and whilst there was a consensus of agreement, this would be an item for the June BPC agenda.
- 11.2. Following a meeting instigated by Cllr Jane Armstrong in attendance, along with the Parish Council Chairman, Rosemary Thew, with NNDC Democratic Services Officer Emma Denny and NALC (Norfolk Association of Local Councils, County Officer, Sarah Bristow) to discuss **BPC Procedures** on 28<sup>th</sup> February 2023, the following were **resolved**; (though it was noted that members felt that it was unfortunate that a Parish Cllr had chosen to go to NNDC over such matters, given that they had been considered by this council previously);

**Councillor requested agenda items** – If the Clerk/Proper Officer feels that wording should be changed/shortened, then this should be discussed with the Cllr. **Agreed.**

**Provision of Committee meeting agendas and minutes** – Given that 10 out of the 11 current Parish Cllrs do not wish to receive these items, the Clerk/Proper Officer recommended that all Parish Cllrs would be asked at the forthcoming AGM, if they wish to receive said items, and they will only be sent to those who wish to receive them in addition to the actual committee members. **Agreed.**

**Schedule all Meetings in advance for the Year** – Every committee of BPC has historically been granted delegated authority which means that they choose when to hold their meetings, as opposed to being set by BPC. Based on the outcome of the forthcoming AGM, the committees can each be asked how they wish to proceed. All have in fact preferred to call their meetings on an as and when needed basis, ie. due to

information being sought, site visits, and the nature of the unique committees and the work/life balance of the individuals. **Agreed.**

**Managing the play equipment** – Should we undertake weekly visual inspections? Unless it is a legal requirement or required by our Insurance provider, then we are happy with the arrangements already in place, ie. professional quarterly inspections. If we are instructed to have weekly inspections, then Cllr Alban Donohoe and Cllr Jane Armstrong, would be happy to train and undertake this role. **Agreed.**

**Agreement of payments** – BPC currently complies with the criteria to approve payments. Accounts are open to inspection by the public as is advertised each year.

**Recording of meetings** – BPC does not wish to record it's meetings and neither does it have the equipment to do so. **Agreed.**

- 11.3. **Resolved** that we support the **setting up Nursery Provision** at Blakeney Primary School.

**For information only; NNDC Planning Decisions or Updates, or any Planning Inspectorate Appeals since our last meeting; most available on NNDC website.**

- i) **LA/23/0398 – 131 High Street, Blakeney** – Listed building alterations – **Approved.**

Meeting closed at 9.02pm.

Chairman \_\_\_\_\_