A meeting of **Blakeney Parish Council** will take place on **Tuesday 1st December 2026** in **The Parish Office/Parish Room** commencing at **6:30pm.**
All Parish Councillors are hereby summoned to attend.

Tracey Bayfield

Mrs Tracey Bayfield (PSLCC)
Clerk of the Council
25th November 2026

AGENDA

(Timings on agenda are for guidance only.)

1. *To receive & consider* **Apologies for Absence & Welcome** our newest member. *(6:30pm, 1 minute)*

2. *To consider* appointing a **Vice-Chairman** for the remainder of 2026/27. *(6:31pm, 3 minutes)*

3. *To receive & consider* **Declarations of Interest or requests for dispensations** from members – *(Under the 'Code of Conduct', members must declare any disclosable* ***Pecuniary Interests, and must state the precise nature of the interest.*** *If such an interest is declared, then the member is not permitted to remain in the meeting for said item. They must not take part in the discussion or voting. If a member has a* ***Personal Interest, it must be stated*** *and they may take part in the discussion and voting.)* *(6:34pm, 1 minute)*

4. Minutes - *To receive & confirm* the minutes of;

- Full Council Meeting held on Tuesday 3rd November 2026. *(6:35pm, 1 minute)*

5. Chairman's Announcements – *(6:36pm, 2 minutes)*

6. Reports from County & District Councillors;

6.1. *County Councillor* – Victoria Holliday. *(6:38pm, 5 minutes)*

6.2. *District Councillor* – Victoria Holliday**.** *(6:43pm, 5 minutes)*

7. Open Public Session – to allow members of the public and councillors with prejudicial interests to address the meeting with regard any item on this agenda only. *(Maximum of 15 minutes and up to 3 minutes per participant.)* *(6:48pm, 15 minutes)*

8. Planning Items – PF = Full Planning Permission, PM = Planning Permission – Reserved Matters, LA = Alteration to Listed Building & Appeals.
(Cllrs; Please view applications on the NNDC website ahead of this meeting as there will be no screen sharing at the meeting.)

Decisions must be made in accordance with the policies in the Blakeney Neighbourhood Plan and wider Local Development Plan, unless material considerations indicate otherwise.
(NB: In order to reduce the number of extra ordinary meetings called, any applications which have been received by the Parish Council since the publication of the agenda and the actual meeting, will be considered at said meeting, unless the Parish Council decide otherwise. In order to advise the public, any such applications will have been listed on the Parish Council website alongside said agenda. Plans may be viewed online, please go to www.north-norfolk.gov.uk and follow the links through to planning.)

8.1. **PF/26/2215** – *Proposal; Change of use and conversion of two agricultural buildings to two holiday lets at,* **New Barn Farm, Saxlingham Road, Blakeney.** *(7:03pm, 3 minutes)*

9. FINANCE

9.1. *To agree* the **Accounts** to be paid. *(7:06pm, 3 minutes)*

9.2. *To receive* **Clerk/RFO Report.** *(7:09pm, 5 minutes)*

9.3. *To consider* quotes for resulting **Tree Survey Work.** *(7:14pm, 4 minutes)*

9.4. *To consider* quotes for **Electricity** at various sites; *(7:18pm, 10 minutes)*

i) Parish Office
ii) Trading Sites
iii) Street Lighting

9.5. *To consider* quote for **Shelves in Parish Store.** *(7:28pm, 3 minutes)*

9.6. *To consider* quotes in relation to **Parish Office;** *(7:31pm, 10 minutes)*

i) New exterior door and windows
ii) Internal decoration
iii) New carpet tiles
iv) External decoration to include former Scout Hut

9.7. *To consider* **Carnser Car Park Charges** ahead of the 2027/28 season. *(7:41pm, 3 minutes)*

9.8. *To consider* applications for **Parish Partnership Funding 20127/28.** *(7:44pm, 10 minutes)*

9.9. *To consider* quote for the quarterly and annual **Play Inspections 2027/28.** *(7:54pm, 3 minutes)*

10. Written Reports from Representatives on Other Committees/Groups which have met recently if applicable.

- ***Blakeney War Memorial Cottages Trust*** *– Cllr Thew to report. (7:57pm, 3 minutes)*

- ***Blakeney Village Hall Trust*** *– Cllr Thew to report.* *(8:00pm, 3 minutes)*

- ***BPC & The National Trust Working Group*** *– Cllr Thew to report.* *(8:03pm, 3 minutes)*

- ***Events Committee*** *– Cllr Arlow to report.* *(8:06pm, 3 minutes)*

11. COUNCILLORS QUESTIONS *– Written questions should be given to the Chairman & Clerk, at least 3 clear working days prior to the meeting;* **None** at time of print.

12. CORRESPONDENCE –

12.1. *To consider* a new **Street Name** request; 'Hallett Loke' has been proposed by the developer, for the development of 8 new properties on Langham Road. *(8:09pm, 3 minutes)*

12.2. *To consider* creating a **Community Emergency Plan** in conjunction with the wider community. *(8:12pm, 10 minutes)*

13. Confidential Business – Exclusion of the Press & Public

Due to the confidential nature of the business about to be transacted, ie. **Code of Conduct in relation to serving Public Authority Members,** *it is proposed that the press and public are now excluded and they are instructed to withdraw. (Admission to Meeting Act (Public Bodies) 1960.)* *(8:22pm, 10 minutes)*

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

PF/26/1979 – 1 Kingsway, Blakeney – Approved

PF/26/0211 – Curlews, Morston Road, Blakeney - Approved

Meeting closed; ***Approx. 8:32pm***

Next Full Council Meeting
Tuesday 12th January 2027 at 6:30pm
in The Parish Room

(However, due to changes in Planning Application deadlines, please note that other meetings will be called as and when needed and will b
e advertised on the noticeboard and website.)

NB. Councillors & members of the public, please note that ANY item requiring a decision in consideration of the agenda MUST be with the Clerk 10 clear days prior to the meeting.
(Saturdays & Sundays are included for ease of calculation, this timescale may change if Annual Leave is being taken, please check with the Clerk.)

Page 31 (2026/27)

Minutes of a meeting of **Blakeney Parish Council** which was held on **Tuesday 3rd November 2026** in **The Parish Office/Parish Room** commencing at **6:30pm.**

Present:- Rosemary Thew (Chairman), Alban Donohoe, Shirley Everett, Judy Pegden, Mike Reed and Iain Wolfe.

Clerk:- Tracey Bayfield Public:- 1 Did not attend:- 0

1. Apologies for absence were ***accepted*** from; Samantha Arlow, Barry Girling, Jenny Girling and Willie Weston.

2. Declarations of Interest or requests for dispensations from members;

- *Cllr Mike Reed declared a personal interest, "As I know all 3 of the persons standing to be co-opted."*

3. ***Resolved*** that the **Minutes** of the Full Council Meeting held on Tuesday 6th October 2026 are signed as a true record.

4. A total of three applications for the one **Parish Councillor Vacancy** were received from; i) Gordon Nurse, ii) Tom Ryves & iii) Alex Scott. After voting, it was ***resolved*** that Gordon Nurse was appointed.

5. Chairman's Announcements –

There have been a number of Facebook posts in relation to a particular planning application. In particular, the posts allege that proper processes were not followed because one councillor declared a personal interest and then participated in the discussion to the point of leading it. Standing Orders are clear that participation is permitted in these circumstances and it is not the case that the councillor concerned lead the discussion. Due process was properly followed.

There are further allegations that the Blakeney Neighbourhood Plan was not applied and that the application was not properly scrutinised. That is also untrue. The application was considered carefully on two occasions. There was detailed discussion in particular about the height and mass of the proposed building in relation to surrounding property and how it fitted with other property in the Loke. The final decision to raise no objection was not the opinion of one councillor, as alleged, but reflected the considered view of the Parish Council as a whole.

There are some very unfortunate and somewhat personal comments about one councillor in particular and other comments questioning whether "little brown envelopes" had influenced the decision and that Blakeney Parish Council may be corrupt. On behalf of the council, I totally refute these unfounded allegations. They

are completely untrue and distressing to councillors who work hard on behalf of the village.

The view expressed that Blakeney Parish Council is not fit for purpose and that there is no confidence in some councillors does not seem to be shared widely in the village. The feedback we get shows general satisfaction with our work.

Members were in agreement that further advice be sought in relation to the allegations made toward the parish council.

6. Reports from County & District Councillors;

6.1. *County Councillor* – Victoria Holliday had submitted various reports in advance.

6.2. *District Councillor* – Victoria Holliday had submitted various reports in advance.

7. Open Public Session – None.

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

8.1. **LA/26/1447** – *Proposal; Reconsulting due to additional information; Internal works to include renovation and thermal upgrade (part retention) at,* **15 High Street, Blakeney.** ***Resolved*** – No objection.

8.2. **PF/26/2246** – *Proposal; Erection of single storey extension at,* **Cottontail Cottage, Back Lane, Blakeney.** ***Resolved*** – No objection, subject to the property retaining adequate parking.

14. FINANCE

14.1. ***Resolved*** that the **Accounts** totalling £23,985.34 are approved for payment.

14.2. **Clerk/RFO Report** –

- *'Wellers Solicitors', acting for the* ***Blakeney War Memorial Cottages Trust*** *(WMCT) have advised that the solicitor acting for Blakeney Neighbourhood Housing Society (BNHS) has proposed two options for the Transfer of 1 and 2 Memorial Cottages, New Road, Blakeney.*

- *Option 1: Blakeney Parish Council (BPC) transfer direct to BNHS thus removing the need to make a transfer to the WMCT or;*

- *Option 2: If WMCT must be included, we effect the transfers between BPC – WMCT and WMCT to BNHS on the same day, again removing the time the trustees of the WMCT are personally liable.*

Page 33 (2026/27)

- *Cllr Mike Reed declared a pecuniary interest 'as a tenant of the War Memorial Cottages' and left the meeting.*

- *Cllr Alban Donohoe declared a personal interest, 'as my wife Louise, is a trustee of the BNHS'.*

Resolved that we BPC proceed with 'Option 1' and that all associated costs (legal or otherwise) incurred with this transfer, are met by the WMCT and not the Parish Council. *(This decision is to be ratified at the December Full Council Meeting.)*

Cllr Mike Reed rejoined the meeting.

15. Reports from Representatives on Other Committees/Groups which have met recently if applicable.

- ***Events Committee*** met on 03/09/2026 – Extract take from the latest minutes; Resolved that they would like to trial a small Christmas Event in 2027, in conjunction with the Blakeney Players, 'Carols by the Tree', and will submit a budget request to the Finance Committee, with finer details to be agreed.

16. COUNCILLORS QUESTIONS – None.

17. CORRESPONDENCE – None.

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

RV/26/1893 – 50 Langham Road, Blakeney – Approved

PF/26/0839 – 54 Morston Road, Blakeney – Approved

PF/26/1622 – York Cottage, 151 High Street, Blakeney - Approved

Meeting closed at 7:30pm

Chairman _____

CLERK/RFO BRIEFING REPORT to Full Council – 01/12/2026

BLAKENEY PARISH COUNCIL

1) Community Payback Scheme

I am pleased to report that I recently had a very productive meeting with the Community Payback Team, during which we discussed a wide range of potential projects which could provide real benefit to the parish.

The possible works considered included:

- clearance of the duckpond;
- cleaning of the commemorative seats;
- decoration of the Parish Office, both internally and externally;
- extension of the from the bottom of Back Lane, past the duck pond, joining up to the Coastal path; and
- the extension of the Langham Road footpath into the Village Hall Car Park.

The Chairman of Blakeney & District Wildfowlers joined the meeting in relation to the duckpond clearance and was both encouraging and supportive, as was the landowner's representative. The constructive input was very welcome.

I also arranged for them to meet with trustees of the Blakeney Village Hall, which they did.

I will continue to explore which of these projects may be taken forward, subject to feasibility, permissions, and any necessary approvals and will keep council informed.

2) Carnser Car Park Charges (agenda item 9.7)

The BPC & NT Working Group met recently and their recommendation is no increase in charges for 2027/28.

3) Parish Partnership Funding (agenda item no 9.8)

Quotes are currently being obtained, Clerk will give a verbal update on the process, but applications for consideration of submission are: i) Footpath extension from Langham Road into Village Hall Car Park and ii) Trod connecting the one at Back Lane to the Coastal Path via the Duckpond.

Tracey Bayfield
Clerk/RFO
(24/11/2026)

Tree Works Quotations – for Council Consideration

Blakeney Parish Council

Background: Quotations have been received following the Tree Survey undertaken in October 2026.

Item	**Quote 1**	**Quote 2**
Scope of works	Tree works as marked green on the survey sheets	All green works, plus a few minor yellow-listed jobs already included in the price
Additional notes	Crown lifting over Drive D1 not charged for	Holly Hedge at Mariners omitted for separate council decision, as further discussion is needed
Price	£3,000	£2,950 + VAT
VAT	No VAT charged	VAT to be added
Basis of price	If the work takes less time than expected, less will be charged	Includes machinery, powered access, labour, and brash disposal
Validity	2 months from quotation date: 19 November 2026	30 days
Increase after validity	Not stated	Any increase after that is expected to be minor
Public liability insurance	£5 million held	£5 million held
Standard of work	All work to British Standard 3998	Not stated
Risk assessment / method statement	Risk assessment and method statement can be supplied	Risk assessment can be provided
Contractor comments	—	Yellow-listed works have mostly already been completed recently, apart from 2–3 very minor items included in the green-works price
Tree references mentioned	D1	G1, T1, T2, T5, T9, T10, T11, G2, T13, T14, T15, T16, T17, T18, T19, T20, T21, T22, T24, D1, T26, T32, T33, T38, T39, T41, T43, T44

Tracey Bayfield

From: Secret Gardens <stuart@secret-gardens.org.uk>
Sent: 22 November 2026 18:06
To: Tracey Bayfield
Subject: Shelves in Store

Tracey,

To put 2 large well supported shelves up in the store we sorted out would cost about. £445.00 + Vat.

Thats a full width higher one, with a lower 75% width one on heavy duty gallon brackets, so allowing storage of large items at the side walls to not interfere with in the lower shelf.

Kind Regards

Stuart Clark
Secret Gardens & Prestige Properties

Tel: 07876 031165

Secret Gardens
Construction &
Landscaping Contractor

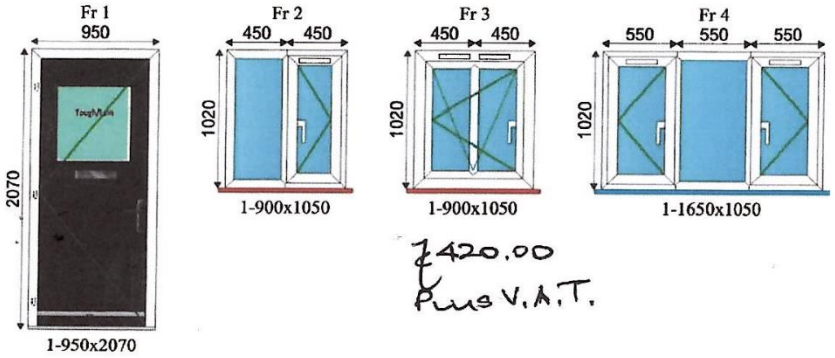
1

Designs - Sizes

Customer Details
Retail - Fully Reinforced

Quote No: Q2026-405
Ref: Blakeney Parish Council

TILT BEFORE TURN OPTION



£420.00
Plus V.A.T.

ADDS £102.00
TO MOST
ECONOMICAL OPTION
COST, £1,848.00.
(£1,950.00)

From: [redacted]@ashfordcommercial.co.uk>
Sent: 17 November 2026 11:06
To: Tracey Bayfield
Subject: RE: Blakeney Parish Council - Quote for windows and door
Attachments: Blakeney Parish Council (TBT Option).pdf

Good morning Tracey,

Please find details of the extra/over cost of one window being a Tilt Before Turn, with a false mullion down the centre to mimic the existing.

This means that the opener tilts back at the top, into the room and, if necessary, the whole thing can open inwards and sideways (we can make "Tilt Only", if preferred).

Adds another £100.00 I'm afraid, but would agree, certainly more in keeping. Leave it with you – thanks.

Kind regards,

[redacted]
Estimator

Quotation Table for Councillors

1) Internal Decoration

Contractor	Scope of works	Price	VAT	Notes
Contractor 1	Move furniture into the centre of the office and cover with dust sheets and polythene sheeting. Dust sheets to be laid on all floors. Fill cracks and caulk gaps, sand woodwork, apply 2 coats of white matt emulsion to all ceilings and 2 coats of white vinyl matt emulsion to all walls. Apply 2 coats of Zinsser B-I-N primer over all the brown woodwork and then apply 2 coats of either white eggshell or satinwood paint.	£2,850	No VAT charged	Labour £2,350; materials £500. Contractor is not VAT registered.
Contractor 2	Top-to-bottom redecoration of the parish office, toilet and entrance porch, including ceilings, walls and woodwork, with furniture moved as required.	£2,200	+ VAT	Covers materials, labour, sheets, and everything needed.
Contractor 3	Parish office internals: supply materials and all necessary protection covers; redecorate office, toilet and entrance porch; move and return furniture as required.	£2,900	Subject to VAT	Valid for 9 months from 25/10/2026. Internal work could be done in January.

2) New Carpet Tile / Flooring

Contractor	Scope of works	Price	VAT	Notes
Contractor 1	New flooring not included. This is not a service he offers.	Nil	N/A	Contractor 1 does not provide new flooring as part of his service.
Contractor 2	Replace the floor in the parish office and porchway fully with new carpet tiles, linked to redecoration.	£1,400	+ VAT	Separate item to the internal redecoration quote.
Contractor 3	No allowance made for flooring.	Nil	N/A	Explicitly excludes flooring.

3) External Doors and Windows

Contractor	Scope of works	Price	VAT	Notes
Contractor 1	External doors and windows. All three contractors recommended that these be replaced in UPVC.	No price provided	N/A	No quotation provided for doors or windows.
Contractor 2	To replace the main entrance door with a new exterior oak door, painted finish in black as existing, with all ironmongery and fitting.	£1,100	+ VAT	Price provided for main entrance door only.
Contractor 3	Supply, fit and paint a new oak door complete with fittings.	£2,400	+ VAT	Price provided for door replacement only.

Cont.

4) Exterior Decoration of Parish Office and Parish Room

Contractor	Scope of works	Price	VAT	Notes
Contractor 1	Exterior painting work: sand cladding, apply knotting solution to knots, mask windows, and apply 2 coats of Bedec black barn paint to fascia boards, doors and cladding. Materials: black barn paint (satin or matt finish), polythene sheeting, tape, roller sleeves and brushes, one-time use only.	£3,030	No VAT charged	Labour £2,550; materials £480. Contractor is not VAT registered.
Contractor 2	Full external refresh to the parish office and hall: all black exterior sanded and given 2 fresh coats; woodwork white, repaired and reglossed.	£3,100	+ VAT	Includes scaffold towers and all paint.
Contractor 3	Sand and prepare all external wooden boards; paint with 2 coats of matching stain; repair, prepare and paint white woodwork.	£2,240	Subject to VAT	External work to be done in spring due to weather.

Online Playgrounds
Fenland House, Padgetts Road,
Christchurch, Wisbech,
Cambridgeshire PE14 9PT

T +44 (0) 1354 638 359
E sales@onlineplaygrounds.co.uk

www.onlineplaygrounds.co.uk

Mrs Tracey Bayfield
Blakeney Parish Council
The Parish Office
Langham Road
Blakeney, Holt
Norfolk
NR25 7PG
United Kingdom

Monday, 23 November 2026

To attend site and conduct an Operational Inspection and prepare a risk assessment/report.

Dear Tracey

I am pleased to submit our quotation to attend and conduct an Operational Inspection to EN1176, EN1177 or EN16630. On completion of the inspection a risk assessment report will be produced complete with quotation for any identified issues.

Inspection Quotation Reference No : 80324

Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
	INSPEC-3	Quarterly operational inspections to EN1176 and EN1177. Complete with report and risk assessment only. April 2027 October 2027 January 2028	1.0	£360.00	£342.00
	INSPEC-5	Playground Annual inspection to EN1176 and EN1177 complete with report and risk assessment. JULY 2027	1.0	£195.00	£195.00

Total (ex. tax)	£537.00
Tax	£107.40
Total (inc. tax)	£644.40

NORTH NORFOLK DISTRICT COUNCIL
HOLT ROAD CROMER NORFOLK NR27 9EN

Telephone 01263 513811
Fax 01263 515042

www.northnorfolk.org

Date: 9th November 2026

Dear Mrs Bayfield

Re: **New Development (Blakeney)**

There is a new development of 8 new properties in Blakeney which will require a new Road Name.

The developer would like the road to be called:

Hallett Loke

I believe they have consulted the community. I would be very grateful if you could discuss and make a decision at your next meeting, and please let me know the outcome..

I have attached a location plan for you.

Yours sincerely

Shelley Rees
STREET NAMING AND NUMBERING & LLPG OFFICER
01263 516048
Shelley.rees@north-norfolk.gov.uk

Simply put, the Langham Road development would not have gone ahead, without the inclusion of several market houses, had it not been for a very generous legacy from Nicollette Hallett.

Nicollette was introduced to me some twenty three years ago by Mike Curtis who was acting for Nicollette in writing her will.. She owned a house in Back Lane (Rougham), left to her by her uncle Commander Richard Hallett, and she, in turn, wanted to leave the house to the BNHS.

As Nicollette was considerably younger than me I didn't expect the legacy would come to the Society during my tenure as chairman and was therefore very surprised when we were contacted to say Nicollette had passed away.

Knowing the Langham Road development was in the balance the Society took the decison to see if the executors of Nicollette's estate would support the BNHS in selling the house and using the funds to ensure that all eight houses proposed for the Langham Road site would be for rent to local people nominated by the BNHS and at social housing rents. I am pleased to say we had the executors support and the result is as evidenced by the construction which is underway.

The BNHS wanted to honour Nicollette's legacy and we advised Broadland Housing we wished her name to be used for the roadway to the houses.

I hope the Blakeney Parish Council will support our wish.

John Seymour BNHS

Community Emergency Plan

Hi ******, I agree that the community ought to give some thought to this, given that we keep hearing this from the powers that be. I did contact neighbouring parishes a few weeks back and asked who had any plans in place, the only one local to us that did was Weybourne, and I was going to liaise with them further, but simply have not had time to do so.

And yes, there is quite a lot the parish could do for itself, even before any wider plan is agreed. A sensible starting point would be a simple Community Emergency Plan, which is a recognised parish council tool for setting out roles, contacts, premises, equipment and triggers for action .

Practical steps the parish could take include:

Form a small emergency planning group with the parish council, church, BVHT, village hall representatives and any voluntary groups.

Identify a warm, accessible community venue that could act as a hub or rest point.
Keep a list of local volunteers, but check carefully whether DBS checks are needed depending on what duties people would carry out and whether they are working with vulnerable people.
Agree who would unlock, staff and secure any venue, and who would liaise with the emergency services.

Prepare a basic stock of useful items where storage is possible: torches, blankets, bottled water, kettle/tea supplies, first aid kit, charging points and high-visibility items.

Consider backup power. A battery station or small generator could support lighting, phones and hot drinks equipment, but it would need proper risk assessment, safe storage and operating procedures.
Maintain a contact sheet of key local people, utilities, GP surgery, pharmacy, church, school, volunteer leads and principal authority contacts.

Do a simple map of the village showing vulnerable residents, sheltered areas, defibrillators and possible welfare points.

Test the plan occasionally, even if only with a desktop exercise.

You have raised a good point, as really we as a community, should not wait for a crisis. The village can prepare a basic, low-cost framework now, then build it up with partners.

What do you think?

Regards - Tracey

Mrs Tracey Bayfield (PSLCC & Cert. H.E. Local Policy) Clerk to Blakeney Parish Council

The Parish Office, Langham Road, Blakeney, Nr Holt, Norfolk, NR25 7PG (Office opening hours: Tues & Weds 9:30am til 12 noon - other times by appointment)
Tel: (01263) 741106 or Email: clerk@blakeneyparishcouncil.gov.uk ~ www.blakeneyparishcouncil.gov.uk We aim to respond to emails within 10 working days wherever possible.

-----Original Message-----
From:
Sent: 11 November 2026 09:09
To: Tracey Bayfield <clerk@blakeneyparishcouncil.gov.uk>
Subject: **Emergency planning**

Hi Tracey, we have heard things from the government about individual emergency planning of food and other provisions in the event of a disaster emergency or war , but it would be useful to have a village plan in place, perhaps to use the village hall as a hub/ distribution centre for food and medicines and blankets in the hopefully unlikely event. Also to perhaps have an emergency generator on hand (I presume some kind of battery operated one)so hot drinks etc could be served and people could have a warm space, fill hot water bottles etc. This would obviously require some outlay and the identification of individuals who might help, perhaps necessitating DBS checks to be put in place as you would be dealing with vulnerable people. Liaison with the church and community groups would help.

Just some ideas, I know Rosemary and Judy are happy to discuss in Parish Council.
I' m sure there are wider government guidelines.
Best Wishes,
******