

# HIGH KELLING PARISH COUNCIL

## Minutes of the Virtual Meeting held on Tuesday 16<sup>th</sup> March 2021 at 7pm via Zoom

**Attending:** Cllr David Carter (Chairman), Cllr Gordon Lane (Vice-Chair), Cllr Robin Johnson, Cllr Duncan Henderson, Cllr Jan Kemp, Cllr Patrick Kelly, Cllr John Mangan, Cllr Robert Prescott, Cllr Susan Rutherford, and Parish Clerks Gemma Harrison and Jane Wisson.

District Cllr Georgie Perry-Warnes was also present.

4 members of the public were present.

### 1. Administrative

- a) Cllr Butikofer gave her apologies.
- b) Cllr Carter declared an interest in Item 4 (Planning). Cllr Carter asked to be excused from the discussion relating to Hillside as he lives adjacent to the property and will be submitting comments to NNDC independently.
- c) The minutes of the last Parish Council dated 19<sup>th</sup> January were circulated prior to the meeting, they were PROPOSED by Cllr Rutherford as accurate and correct and SECONDED by Cllr Prescott and AGREED by all.
- d) The Extraordinary Minutes from the meeting dated 9<sup>th</sup> February were PROPOSED as accurate and correct by Cllr Lane and SECONDED by Cllr Rutherford and AGREED by all.
- e) Matters Arising – Cllr Lane to send the Clerk a map highlighting the extent of the clearance works required along the pathway adjacent to the A148.

### 2. To agree to exclude members of the public under the Public Bodies (Admission to Meetings) Act 2011 to discuss a personnel matter, (the appointment of the new Parish Clerk).

- a) It was AGREED to exclude members of the public from the meeting.
- b) Cllr Carter summarised the applicants who had applied for the role of Clerk. On a PROPOSAL from Cllr Lane and SECONDED by Cllr Prescott and AGREED by all, the new Clerk, Jane Wisson was appointed. It was AGREED the role would be for 4 hours a week on SCP9.
- c) Cllr Carter welcomed Ms Wisson back into the meeting, Ms Wisson accepted the job offer, and started with immediate effect.

- d) Cllr Carter asked that the other Cllrs with responsibilities allocated to them, draft a couple of paragraphs, by way of an introduction for Ms Wisson.

**3. To adjourn the meeting for Public Participation and to receive external reports.**

- a) Police report – Cllr Johnson updated everyone on the latest crime report. Cllr Rutherford PROPOSED that the Police Partnership Person should be invited to attend the next meeting, this was SECONDED by Cllr Mangan and AGREED by all.
- b) District Cllr Georgie Perry-Warnes gave her report, which can be seen at Appendix A.
- c) A discussion took place regarding the safety issues along the A148. A local resident attended the meeting to highlight some of the issues that they were particularly concerned about. The resident felt the speed sign was not visible at the Holt end of the village with many vehicles were speeding well into the 30-mph zone. The resident requested a safe crossing point, a reduced speed limit from Bodham and asked for more accountability for the way the road was being managed.
- d) Cllr Lane thanked the resident for attending the meeting but warned that NCC Highways have limited resources to deliver the proposals discussed and the Parish Council have limited powers when it comes to Highways. The District Council may be able to cut back the shrubs to give drivers clearer visibility, and Cllr Johnson reported that the community safety group will be re-starting again soon. It was suggested that the SAM2 could be moved nearer to the entrance of the village and a discussion took place on whether there could be a permanent light up speed sign at the Bodham end of the village. Unfortunately, Cllr Lane reported that a safe crossing point had already been turned down by Highways as they were keen to keep the A148 a free flowing route. Cllr Johnson suggested asking Highways for an automated traffic metre to measure the traffic. The visibility of the community speedwatch group was discussed and it was suggested that the reason they were not successful in catching many offenders was due to the fact they were so visible, their presence slows speeding traffic down.

### *Public Participation*

No questions.

#### **4. Planning**

- a) PF/21/0580 – Cobblestones, Vale Road, High Kelling  
Cllr Rutherford PROPOSED no objection to the above application, this was SECONDED by Cllr Lane and AGREED by all.
- b) PF/21/0370- Hillside – Cllr Carter left the call and Cllr Lane took over as Chairman. A member of the public lives directly opposite Hillside was invited to speak. The resident raised concerns regarding the height of the building, the colour and size of the building, which would interrupt the resident's natural light. Concerns were also raised with regards to private road maintenance issues. Cllr Kelly PROPOSED an objection due to overdevelopment, loss of outlook, loss of privacy and use of inappropriate materials this was SECONDED by Cllr Rutherford and AGREED by all. Cllr Lane to draft a response taking in all of the Cllrs concerns and to pass it to the Clerk to respond to planning.
- c) PF/21/0428 – Penny Farthing  
Cllrs discussed concerns over privacy issues, external lighting, concern the bulk of the dormer is out of proportion and concerns regarding owls and bats being driven away. It was AGREED that the Clerk should raise these concerns with the Planning Officer, but that Cllrs did not object to the proposals.
- d) Archery Planning Appeal –  
Cllr Perry-Warnes confirmed that NNDC were still awaiting the outcome of the written representations from the Planning Inspectorate. Cllrs were concerned by the amount of tree and shrub clearance which was taking place. Cllr Perry-Warnes stated that she would raise the issue with the Enforcement Team.
- e) No further planning applications have been received.

#### **5. Items for decision/discussion by the Parish Council**

- a) It was AGREED that a meeting of the Communication and Engagement Committee should be set up to look at the results in more detail. 23 questionnaires were returned altogether, and Cllr Kelly has done a summary for the Parish Chronicle.
- b) The Communication and Engagement group needs to set up a work plan with a traffic light system so work can be easily managed.

c) Refurbishment of Village Sign – the Clerk reported that the sign will be taken down for refurbishment in April.

d) Cllrs thanked Cllr Mangan for his detailed and coherent response on the wind farm. The Judicial Review was a success, but Cllr Mangan intends to correspond further with MP Duncan Baker on the issue and seek reassurance that the international efforts will not overshadow the work already done to delay the wind farm.

## **6. Transport and Representative Feedback**

a) High Kelling Village Hall Committee – Repairs have been done along with internal decoration and the damage has been surveyed on the two sheds at the back of the building. The Village Hall are not anticipating opening up until the end of May.

b) Community Speedwatch – This has not been taking place due to COVID 19 rules, but will likely start back up again in the near future.

c) SNAP – A meeting was held via Zoom and targets were set to tackle the antisocial behaviour in Bodham and Corpusty.

Cllr Johnson announced that he will be retiring after almost 13 years on the Parish Council and stated that the Parish Council will have to nominate someone else to attend the SNAP meetings. Everyone was sad to hear of Cllr Johnsons announcement and stated that he would be greatly missed on the Council.

d) Holt Area Patients Group – Cllr Rutherford has made contact with the Chair of the group and agreed to attend on behalf of the Parish Council.

e) The Annual Spring Clean will take place between 28<sup>th</sup> May – 13<sup>th</sup> June Everyone AGREED that they would like to participate and 30<sup>th</sup> May was suggested as the preferred date. The clerk agreed to borrow 12 sets of litter pickers and hoops from NNDC. It was agreed that the date for the diary should be included in the Parish Chronicle.

f) Low flying aircraft deferred to next meeting.

## **7. Finance**

a) The payments were PROPOSED by Cllr Lane and SECONDED by Cllr Prescott and AGREED by all.

b) The bank reconciliation, which was circulated prior to the meeting was PROPOSED by Cllr Rutherford and SECONDED by Cllr Kemp and AGREED by all.

C) It was AGREED that David Wright would be the internal auditor for the 20/21 accounts.

d) It was AGREED to pay the subscription to NALC but the Parish Clerk will look into NPTS training and what they offer for the coming year to see if HKPC subscribes to both this year.

#### 8. Correspondence

a) correspondence of CPRE Awards was noted.

It was AGREED the next Parish Council meeting (which is both the Annual Parish Meeting and the Annual Parish Council Meeting) should take place earlier (due to Covid regulations not allowing Zoom meetings after 7<sup>th</sup> May) on Tuesday 4<sup>th</sup> May.

**The Meeting ended at 9.19pm**

## Appendix A – NNDC District Report

North Norfolk District Council

March 2021

Cllr. Georgina Perry-Warnes

- North Norfolk District Council has formally adopted the updated Landscape Character Assessment Supplementary Planning Document, January 2021, and new Landscape Sensitivity Assessment Supplementary Planning Document, January 2021 (in relation to renewable energy development). The 2021 Landscape Character Assessment supersedes the 2009 LCA, which has been revoked.

The adopted documents, along with the Adoption Statement, Consultation Statement and Notice of Revocation of the 2009 LCA are available to view at <https://www.north-norfolk.gov.uk/tasks/planning-policy/landscape-character-assessment-and-landscape-sensitivity-assessment> or can be inspected at North Norfolk District Council Offices, Holt Road, Cromer, NR27 9EN during normal office hours (a pre-booked appointment may be necessary under current Covid-19 restrictions, which can be made by calling 01263 513811).

- The decision by Norfolk Council to close and sell Holt Hall has not diminished the resolve of the 'Friends of Holt Hall' charity to continue to support children, Having recently secured the designation of Holt Hall as an Asset of Community Value (ACV) the Friends of Holt Hall has now submitted an expression of interest to buy Holt Hall as part of their vision to secure for Norfolk children the future of environmental and outdoor learning at Holt Hall.

They are raising money via crowdfunding: <https://www.crowdfunder.co.uk/secure-the-future-of-outdoor-learning-at-holt-hall>

Their campaign can be followed on: facebook :<https://www.facebook.com/futureholthall/>  
twitter: <https://twitter.com/FutureHoltHall>  
website: <https://fohnnorfolk.org/>

- The next meeting of the Safer Neighbourhood Action Panel (SNAP) will be on Thursday 3rd June at 7pm via Teams. The new priorities for Holt will be
  1. Anti Social Behaviour in Corpusty
  2. Anti Social Behaviour in Bodham
- The census, taking place on 21 March 2021, will shed light on the needs of different groups and communities, and the inequalities people are experiencing, ensuring the big decisions facing the country following the Coronavirus pandemic and EU exit are based on the best information possible. North Norfolk District Council would encourage all of our residents

and property owners to complete the Census form, either in hard copy or online formats, when asked to by the Census 2021 team as the information provided is so important in understanding the changing structure and needs of our community over time and ensuring that we secure the appropriate level of funding to provide public services in the future.

Households will begin receiving letters with online codes in March explaining how they can complete their online census. People can also request a paper questionnaire if they'd prefer to complete the census that way. The main census field operation will begin only after Census Day, contacting those who have not responded. Field staff will never need to enter people's houses; they will always be socially distanced, wear PPE and work in line with all government guidance. They will be operating in the same way as a postal or food delivery visit. Results will be available in 12 months, although personal records will be locked away for 100 years, kept safe for future generations.

For more information and advice on how to answer the questions, visit [census.gov.uk](https://census.gov.uk).

For anyone who needs help or information to complete their questionnaire the main Census helpline number is 0800 141 2021.

In Norfolk we have additional support available via Census Support Centres managed by the superb Norfolk Libraries team. The number to call for this support is: 01603 774 777

There will also be a series of Census online completion/advice events. Whilst each event will have a theme e.g. Veterans/Accessibility/Eastern European, ALL events are open to everyone and advice and guidance on all aspects of completing the questionnaire will be available.

#### CENSUS ONLINE EVENTS FOR NORFOLK and SUFFOLK

17th March

<https://www.eventbrite.co.uk/e/143693189197>

19th March

<https://www.eventbrite.co.uk/myevent?eid=143961632117>

24th March

<https://www.eventbrite.co.uk/e/143778831355>

26th March

<https://www.eventbrite.co.uk/myevent?eid=144841539945>

31st March

<https://www.eventbrite.co.uk/e/143781669845>

- On Thursday 6 May 2021 elections will be taking place in North Norfolk with electors voting in the Norfolk County Council elections and the Norfolk Police and Crime Commissioner Election. There are also several Parish Council by-elections also scheduled to be held on this day.

If you wish to vote by post please click the link at the bottom of this text for an application form. Alternatively you can contact us by email at [postalvotes@north-norfolk.gov.uk](mailto:postalvotes@north-norfolk.gov.uk) or by phone on 01263 516046 and we will send you a form. (Please note that any application for a postal vote must be completed by hand using 'wet ink' and we are unable to accept any digitally signed applications).

Completed applications can either be returned by email to [postalvotes@north-norfolk.gov.uk](mailto:postalvotes@north-norfolk.gov.uk) or posted to Electoral Services, North Norfolk District Council, Holt Road, Cromer, NR27 9EN

In order to apply for a postal vote you must be a registered elector within North Norfolk. If you need to register the easiest way to do so is online at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) but again alternatively you can contact us by phone on 01263 516046 to do so.

<https://www.electoralcommission.org.uk/sites/default/files/2021-01/Postal%20vote%20aplication%20form.pdf>

- Cromer Minor Injuries Unit will be reopening on Monday 29 March. It will be open seven days a week, 8am to 7.45pm. If you are unsure about whether Cromer MIU is the appropriate place for your healthcare needs, please call 01603 646230.