

HIGH KELLING PARISH COUNCIL

Minutes of the Virtual Meeting held on Tuesday 21st July 2020 at 7pm via Zoom

Attending: Cllr David Carter (Chairman), Cllr Gordon Lane (Vice-Chair), Cllr Robin Johnson, Cllr Patrick Kelly, Cllr Duncan Henderson, District Cllr Duncan Baker and Parish Clerk Gemma Harrison. No members of the public were present.

1. Administrative

- a) Cllr Rutherford gave her apologies due to illness along with Cllr Kemp who had a last minute urgent appointment. All apologies were accepted.
- b) There were no declarations of interests made.
- c) The minutes of the last Parish Council meeting on Tuesday 21st January 2021 were PROPOSED by Cllr Johnson as accurate and correct and SECONDED by Cllr Lane and AGREED by everyone.
- d) Matters Arising
 - Refurb of Village Sign – Clerk to arrange for quotes for the refurb of the Village Sign. It was noted that contractors often advertise in the Parish Magazines.
 - VJ Day - 10 villagers have given their accounts, and these have been collated in a second world war booklet which will be made available to residents.

2. Reports

- 2.1 Cllr Butikofer gave her apologies as she was on Annual Leave, no report was sent.
- 2.2 Duncan Baker joined the meeting and gave his report. In summary District Cllr Duncan Baker said that NNDC are still issuing discretionary grants out to businesses, targeting those who missed out on earlier grant schemes. A lot of businesses are not eligible for grant funding so NNDC are working closely with them offering support where they can. The infection rate for Covid-19 for Norfolk at time of writing is one in one hundred thousand. The Government is looking to open the country back up as safely as possible. Cllr Baker gave an update on the recent fire at Budgens the cause was most likely an electrical fault.

Public Participation

No-one present.

3. Items for decision/ discussion

- a. Communication and support in High Kelling. Cllr Kelly and Cllr Carter stated that everyone has done a brilliant job during the Covid19 pandemic. Over 100 face coverings have been distributed and £150 has been raised for Kelling Hospital. Clerk to arrange next Communication and Support Working Party meeting via Zoom.
- b. Website. The new website is working well. There was a discussion about having an overarching website for the village, but Cllrs decided there was not much merit in doing so.
- c. Cllr Responsibilities. A discussion took place on what areas of Parish Council work Cllrs could be assigned to. All Cllrs will still contribute to discussion on all areas of Parish Council work but there is an additional responsibility for some Cllrs to lead on/investigate further in the following areas;
 - planning and development – Cllr Kelly and Cllr Carter
 - wind turbines – Cllr Mangan
 - power issues – Cllr Mangan
 - police / speedwatch / SNAP – Cllr Johnson and Cllr Lane
 - The Patient Group – Cllr Rutherford
 - Footpaths – Cllr Lane and Cllr Henderson
 - Communications and Engagement – ALL
 - Environment – ALL

(Cllr Henderson left the meeting at 19.35)

The above Cllr roles were PROPOSED by Cllr Johnson and SECONDED by Cllr Prescott and AGREED by all.

Clerk to speak to the Medical Practice Manager to make them aware of High Kelling Parish Council's wish to have a representative at the Practice Meetings, Cllr Carter volunteered to meet with the manager.

d. **Norfolk Parish and Town Forum (NPTF)**. The Clerk explained how she had been invited to represent the Parish Council at the NPTF. The Clerk's membership was PROPOSED by Cllr Lane and SECONDED by Cllr Prescott and AGREED by all.

e. Covid -19 Review – Cllrs discussed carrying out a review on how the local councils performed during Covid-19 and whether residents felt supported and knew who to turn to for help. Cllr Carter PROPOSED that the review should take place in the form of a questionnaire and the questions can be agreed by the Communication and Engagement Working Party, this was SECONDED by Cllr Lane and AGREED by all. Clerk to add the questionnaire to the Comms Agenda. The questionnaire could be distributed in conjunction with the High Kelling News. Clerk also to add Village e-mail to Comms Agenda.

(Cllr Kelly joined meeting 19.43)

F. High Kelling As A Small Growth Village. A discussion took place on whether the Parish Council leads the way in engaging with parishioners on where any future development should take place in the parish. Cllr Kelly PROPOSED that the Parish Council in the first instance have a better understanding of the Local Plan process therefore we should engage in the process by ourselves first, this was SECONDED by Cllr Henderson and AGREED by all. Cllr Kelly then PROPOSED that once the Parish Council has established the correct process they should then take soundings from residents about the future of the village. Cllr Henderson SECONDED the motion which was carried by a majority vote, whereby four Cllrs voted in favour of engaging with residents on the location of future development in the village.

G. Speeding A148. The Parish Council needs to get more accurate data on speeding along the A148. Clerk to speak with Westotec to find out how to get the data off the SAM2. Clerk also to speak to NCC and ask for a copy of the speeding A148 review document.

Clerk to ask Highways to clear the footway adjacent to the A148 (Bodham end of the village) from debris and clear it back ready for the winter.

4. Planning

- a. Ratify decisions made by email consultation. Since Covid-19 a number of planning decisions have been discussed and commented on remotely, these have been summarised in a report at Appendix A. Cllr Kelly PROPOSED the report as accurate and correct and this was SECONDED by Cllr Prescott and AGREED by all.
- b. The recent planning appeals for PF/19/0861 and PO/18/221 were dismissed by the Planning Inspectorate. The appeals have been covered in more detail

in the Chairman's Report which is published in the High Kelling News. Cllr Mangan submitted the following after the meeting "Offshore Windfarms: Norfolk Vanguard got the go-ahead on 1 July. Hornsea 3 ruling was delayed but is expected to be approved. (This is the one where the buried power line will run close to High Kelling and under Bodham Wood). Thanet was refused on Navigation grounds. The proposed Dudgeon and Sheringham Shoal extensions are about two years behind these with submissions planned towards 2021 for an end 2021 approval (hoped for). These two extensions were the subject of the October 2019 Scoping Report and the exhibition that Equinor put on in Aylsham Town Hall in Nov 2019. We submitted comments on the Scoping Report, which you might remember was considering two possible sites for landfall, Weybourne and Bacton. We argued a case for Bacton in our comments but our submission was rejected by PINS as High Kelling was deemed to be "out of area". More recently there was a series of three Webinars that I tuned into and reported on. The most significant bit for High Kelling was that Weybourne had been selected for landfall. Not amused. This is now in a Consultation Phase where the public are invited to comment. I have recently received notification of this and I shall circulate imminently. The Consultation Period runs into August and I'll compile a proposed response which I'll circulate in good time. The Offshore Ring Main proposal is gaining momentum and is being pushed hard by Duncan Baker, George Foreman and I think Liz Truss. That won't delay Hornsea 3 or Norfolk Vanguard but could wield a big stick for the later Sheringham Shoal and Dudgeon Extensions if Government has the will. Watch this space."

- c. Shooting RANGE – no date has been set for an Inquiry.
- d. No other planning applications have been received.
- e. No decisions notices have been received.

5. Transports Community and Representatives on Outside Bodies

- a. High Kelling Village Hall Committee – Cllr Mangan not present, however the following was submitted after the meeting for inclusion. "We have been undergoing a major internal facelift with the whole hall being decorated. The dividing curtains have been cleaned and the carpet in the Committee Room and adjoining lobby is being replaced with a wooden floor covering. Hand

sanitisers are being provided and procedures are being developed in line with Government and Insurance Company advice/requirements on Covid- There are no plans to re-open the Hall yet or in the immediate future. We had our first Committee Meeting last week, outside and with a selected reduced number of six. Minutes are awaited.

Frontage Road Re-surfacing: This has been on the back-burner for a while but steps are now in hand to obtain quotes for Committee consideration.”

- b. Community Speedwatch, Cllr Johnson stated that speedwatch was not allowed to take place during Covid-19, however it should be starting up again soon.
- c. SNAP – Cllr Johnson stated that there have been no SNAP meetings due to Covid-19.
- d. Holt Patient Areas Group. – no meeting has taken place.

6. Finance

- a. Payments were circulated prior to the meeting. Cllr Kelly PROPOSED the two payments;
 - Bus Shelter Cleaner £303.80
 - Internal Auditor £50

These were SECONDED by Cllr Prescott and AGREED by all.

- b. No further invoices have been received.
- c. Bank reconciliation – The Bank Reconciliation was circulated prior to the meeting and can be seen at Appendix B. Cllr Johnson PROPOSED the bank reconciliation and Cllr Prescott SECONDED it and it was AGREED by all.
- d. AGAR Section One the Annual Governance Statement was circulated prior to the meeting. On a PROPOSAL by Cllr Lane and SECONDED by Cllr Johnson and AGREED by all the statement was approved.
- e. AGAR Section Two the Accounting Statement was circulated prior to the meeting. On a PROPOSAL by Cllr Henderson and SECONDED by Cllr Lane and AGREED by all the statement was approved.
- f. The Internal auditors report was circulated and AGREED.
- g. The exemption certificate was PROPOSED by Cllr Prescott and SECONDED by Cllr Johnson and AGREED BY ALL.

7. Correspondence

- a. NCC parish partnership – Clerk to add to September's Agenda. Hopefully by September the Parish Council will have more information regarding the clearing of the pavements and whether the widening of the A148 pavement will be taking place.
- b. Signs – Cllrs acknowledged that several objections had been received regarding signs located on the A148. Due to the uncertain times and the impact of Covid-19 on local businesses it was decided not to take this any further.

Meeting ended 8.50pm.

APPENDIX A**HIGH KELLING PARISH COUNCIL****Planning Report dated 21st July 2020****1. Planning Applications Responded to During COVID-19**

A number of planning applications have been received since the last Parish Council meeting. These applications have all been looked at remotely by Cllrs and any feedback collated by the Clerk and submitted to NNDC as a formal response.

- 1.1 PO/18/2221 Glyntor 5 Avenue Road, High Kelling, Holt, NR25 6RD. Erection of two detached dwellings following demolition of existing dwelling. This is a planning appeal against refusal of an outline planning proposal which looks to give access to a second property via Pineheath Road. Cllrs OBJECTED by a majority with one Cllr remaining neutral. Clerk reaffirmed the Council's objection to the application and wrote to the Planning Inspectorate to make them aware of other applications for the site to ensure they were not considering the above application in isolation. See 2.1 BELOW.
- 1.2 PF/20/0638 10 Heathfield Road, High Kelling, Holt, NR25 6RG. Single storey rear extension. Cllrs AGREED no objection.
- 1.3 PF/20/0488 4 Bridge Cottages, Bridge Road, High Kelling, Holt, NR25 6QT. Replace existing timber windows with upvc. Cllrs AGREED no objection.
- 1.4 PF/20/0392 Birkfield House, Bridge Road, High Kelling, Holt, NR25 6QT. Erection of a shepherd hut for holiday let. Cllrs AGREED no objection. Application since WITHDRAWN.
- 1.5 PF/20/0469 Chimneys, Old Cromer Road, High Kelling, Holt, NR25 6AJ. Single storey side extension. Cllrs AGREED no objection.
- 1.6 PO/20/0834 11A Avenue Road – Erection of detached dwelling and detached building for use as a funeral home building, outline with approval for access. Cllrs AGREED no objection.

1.7 PF/20/0702 Penny Farthing – Erection of single storey front extension and conversion of detached outbuilding. Cllrs AGREED no objection. Application has since been WITHDRAWN.

2. Appeals

2.1 **Glyntor 5 Avenue Road**, High Kelling Holt. The appeal was decided by written representations and a decision was taken by the Planning Inspector to DISMISS the appeal on 10th July 2020.

2.2 **Blackwater House, Vale Road**, High Kelling, Holt. The appeal was decided by written representations and a decision was taken by the Planning Inspector to DISMISS the appeal on 6th July 2020.

2.3 **Woodland Archery Site**, High Kelling, Holt. The Planning Inspectorate has postponed the hearing and a new date is yet to be decided.

3. High Kelling – Small Growth Village

3.1 High Kelling Parish Council have written to North Norfolk District Council to challenge them on their decision to allocate High Kelling as a small growth village. The Parish Council feel this designation will have a significant impact on how development will occur in High Kelling in the future. Unfortunately the Planning Policy and Built Heritage Working Party at NNDC decided to award the status of small growth village to High Kelling. This means that the village will be allocated up to 17 new home up until 2036. The locations are yet to be decided and the Parish Council (and residents) will be consulted on further. The Parish Council are keen to help steer the decision on where the potential new housing may go and will be looking at engaging with residents going forward.

APPENDIX B

High Kelling Parish Council

Bank Reconciliation at 30/06/2020		
Cash in Hand 01/04/2020		
ADD		
Receipts 01/04/2020 - 30/06/2020	10,840.49	A
SUBTRACT	3,770.98	
Payments 01/04/2020 - 30/06/2020		
Cash in Hand 30/06/2020 (per Cash Book)		
14,611.47		
1,447.26		
13,164.21		
Cash in hand per Bank Statements		
Cash 21/07/2020		
Co-operative No 2 Account 30/06/2020	0.00	B
Less unrepresented payments	13,164.21	
Plus unrepresented receipts		
Adjusted Bank Balance		
13,164.21		
0.00		
13,164.21		
0.00		
13,164.21		
A = B Checks out OK		