

7th Jan 2013.

**Minutes of Stiffkey Parish Council Meeting held on Monday 3<sup>rd</sup> December 2012**

**Present:** Jamie Lawrence, Laurence Jordan, Christopher Cooke, Mark Harrison, Councillor Marie Strong, Councillor Jonathan Savory, Councillor Peter Terrington Police and Clerk.

**Apologies:** Karen Pickels, Janey Sugden, Chris Halford and Police.

**1. Minutes**

The minutes of the last meeting duly signed off.

**2. Declarations of Interest**

Mark Harrison – Harbour House Planning Application.

**3. Matters Arising**

**3.1 Police Crime Report**

Please could you pass on the teams apologies for not being able to attend the Stiffkey Parish Council Meeting tonight? The Crime report from 3<sup>rd</sup> Dec 2012- 7<sup>th</sup> Jan 2013 is as follows:

- 1 x Criminal Damage to a vehicle –Stone put through a window – unknown offender
- 2 x Unauthorised taking of a motor vehicle – one was a vehicle left on marshes with keys in (vehicle found, driver arrested) and the other was a vehicle taken from drive way after a party at the address (vehicle found, no offender caught)
- 1 x Burglary in a building other than Dwelling- Wine and Champagne stolen from the Red Lion Public House –unknown offender

A fairly busy month for Stiffkey, Please be advised that the Theft of Motor vehicles is a fairly uncommon occurrence in this area and both vehicles have been located and for one the driver arrested, the other one suspect is known, however no evidence at this stage. But we advise please do not leave keys in unattended vehicles and please hang keys up in houses behind locked doors.

If there is anything for us, please do not hesitate to get in touch with me or another team member

**3.2 Councillor Marie Strong's Report**

Marie gave her report to the Council – details of which are enclosed in The Quay Magazine.

**3.3 Councillor Peter Terrington/J Savory**

Copy of Peters report attached.

Answering a question from the last meeting Jonathan reported on the tax banding situation on new extensions. He reported that NNDC cannot do anything as this matter has to be done by the Valuation Authority in Norwich. Should the property need to be re-valued for Council Tax NNDC is unable to get involved as to which band of tax it should now be in once work has been completed on it. There is the matter of the Council losing taxes with this matter. It was suggested that when work is carried out on a property that the Planning Department should advise the Valuations Office in Norwich so that it can be sorted out and placed in the correct band according to its footprint. Jonathan said that he would put this to the Council at his next meeting.

There are more staff changes taking place at NNDC and a new leader has been appointed Mr Tom Fitzpatrick.

With regard to a matter that Peter had brought up – the silting up of the Mussel Beds – a question was raised as to whether the flow of the river could be a factor in this problem. One of the other council members felt that this could be a normal factor in the moving shore line that we live in.

### **Correspondence**

Letters/Publications have been received this month:-

N A L C  
Police  
N C C  
N N D C  
Norse

### **4. Finance**

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

Precept to be discussed at next meeting as not all members present to make a final decision.

Questions raised over s137 payments – can we get rid of them. This matter would also be carried over until the next meeting to discuss with Karen.

Quotation from Jones Lighting also to be carried over until next meeting in order to view the contract to see what we are covered for in the contract that we have with T T Jones Limited.

### **5. Footpath**

It was mentioned at the meeting that the footpath area could do with a tidy up for the path and the surrounding area. The railing next to the side of the road and that area

could do with being cut back and some trees being sorted perhaps this is something that we could get the Rangers to do. The Clerk would contact the Rangers to see about sorting this out. Their next visit is at the end of this month. Perhaps they would do it then if not then in a future visit.

## **6. 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.*

We have now had a revised application submitted to the council and a site meeting has been requested with the Planning Official – Tracey Lincoln. This request has been submitted by the Clerk and we are waiting for a response from the Planning Department.

The council's concerns are this application is for domestic accommodation but nothing has been received in order to change it from a barn to domestic.

It has been submitted with a lower roofline but it will still cut out line to the adjacent property.

Parking is a concern in this part of the village and it will only serve to cause more problems as it is believed that it could be used for holiday accommodation.

It has been listed as an addition to the existing house but this is a new development as such.

The Parish Council is concerned that NNDC may pass this without our concerns being heard or a site meeting taking place. Peter Terrington said that he would look into this matter and he will chase Tracey Lincoln further with regard to this matter.

Planning Application PF/10/0045

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

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

Nothing further has been heard since the last set of minutes. Peter said that he would follow up this matter and report back to the Council.

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

Erection of single-storey first floor rear extension.

Nothing further with regard to this application. There is a side note to this application the Council was advised that the Chapel is going to court with regard to ownership of a section of land behind the Chapel.

Planning Application PF/12/0964



information when it available. It appears to be a very complicated matter. It was noted by one of the members that if Planning Permission was granted on the field that the Highways would refuse with regard to the access problem of Hollow Lane. But the Planning Department have the right to override the Highways decision.

Chris was going to draw up a plan for the future development. It was pointed out that should we move fences we have to consider that we could find people taking up residence. The Boundaries need to be maintained. It was noted that we could put up a sign that said something like residents/playing field access only.

#### **8. Grit Bin/Dog Bin**

With regard to the Dog Bins Chris is sorting one out for Muckledyke and Mark will sort one out for Hollow Lane. The new dog bins would be in place for the New Year. It should be noted that the bins should be in place in the next few days for all to use.

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

There is a mole problem on the playing field and this needs to be looked at to see what can be done to clear this matter up as they are having a high time.

**Meeting Closed 20.25**



## **Report from District Councillor, Peter Terrington, 7<sup>th</sup> Jan 2013**

**Proposed Co-op Retail Store, Polka Rd, Wells:** No further action to report.

**Coach/Lorry parking, Polka Rd, Wells:** Application is with officers.

**Marsh lane Development:** An application has been received and is being considered by officers.

**Community Asset Transfer Policy:** The District Council has received an Expression of interest from a community organisation to take over the running of the wells TIC.

**North Norfolk Renewables Partnership/B1105 Renewable Energy Development Corridor:** Cabinet has recommended the designation of a "Local Development Area" catering for the offshore wind energy industry on 30 ha. of land at Egmore. I have requested the consultation papers be sent to WTC, asap. Steve Blatch has offered to address the WTC, before its next meeting.

**Integrated Coastal Zone Management:** There is a meeting of the Coastal Issues Forum on 5<sup>th</sup> February. The meeting is open to town and parish councils.

**North Norfolk, European Site, Full Management Board meeting:** I represented NNDC at the Board meeting on 13<sup>th</sup> Dec. The Board has a new chairman (Phil Haslam) and a new Project Manager (Sharron Boseley). Mark Randell of The Blakeney Mussel Fishermens' Association raised the issue of recent siltation of its mussel beds. The Board requested Tom Manning of Natural England to investigate provision of CEFAS methodology and Royal Haskoning's EIA and forward to group. The NN Advisory Group meets, in the Maltings at Wells, on 7<sup>th</sup> February. Town and Parish council reps, and other interested organisations are welcome. The Advisory group is looking for a new secretary.

### **Full Council – 19 December 2012**

**Cosmetic piercing and semi-permanent skin colouring:** New bye-laws adopted.

**Review of Gambling Policy:** A new gambling policy has been adopted.

### **Cabinet recommendations 7<sup>th</sup> Jan 2013:**

**COUNCIL TAX SUPPORT SCHEME:** The loss of rebate for working people has been reduced to no more than 8%. Additional revenue will be raised from changes to Council tax charges on empty and second homes.

**Review of CCTV Service:** A cross party working party be established to review future options for management of the service.

### **OTHER NEWS:**

The new leader of the Council is Tom Fitzpatrick ✓

The Chairman is Peter Moore ✓

Vice Chairman is Lindsay Brettle ✓

The Vacancy on the council, as a result of the tragic death of Keith Johnson, will be announced shortly.

**Health Walks Fit Together:** NNDC, along with other local authorities are promoting Health Walks through Active Norfolk. The Wells East Quay Walk takes place on 11<sup>th</sup> Jan. from the Wells Community Hospital, at 10.30 am. A good chance for councillors and others to stay fit!

Council Tax valuation - planning applications

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

Present: Jamie Lawrence, Laurence Jordan, Christopher Cooke, Mark Harrison, Karen Pickels, Janey Sugden and Clerk.

Apologies: Marie Strong, Jonathan Savory, Peter Terrington, Police and Chris Halford

### 1. Minutes

The minutes of the last meeting duly signed off.

### 2. Declarations of Interest

None.

### 3. Matters Arising

#### 3.1 *Police Crime Report*

Please could you pass on the team's apologies for not being able to attend the Stiffkey Parish Council Meeting the crime report is as follows from 7 January to 4 February 2013.

#### **No crime.**

Five calls to police during this time, nothing significant note, a lorry was stuck trying to get up the hill Morston side in the snow, found property and personal issues with nuisance.

Anything else that comes to your attention please let snow.  
(Becky)

#### 3.2 *Councillor Marie Strong's Report*

Marie was not able to attend the meeting and advised that details of what her report would contain are enclosed in The Quay Magazine.

#### 3.3 **Councillor Peter Terrington/J Savory**

Both Councillors Peter and Jonathan were unable to attend the meeting and a report is thus attached.

### Correspondence

Letters/Publications have been received this month:-

N C C

R C C

N N D C

Glasdon Catalogue





Play Equipment Brochure  
N A L C  
T T Jones Ltd, Norwich

#### **4. Finance**

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

A copy of the contract from TT Jones Limited was shown to the members so that they were able to evaluate the quotation recently received for the upgrade of lights. The contract covers the lights maintenance until 2014 (September) and it was decided that Stiffkey Parish Council will pay just for the maintenance and will not upgrade until necessary. There was also the matter LED lights which there is a possibility of grants /funding being available and the clerk was going to take this matter forward the parties concerned and report back at the next meeting.

With regard to the is new LED lights one of the audience pointed out that we should consider light pollution and the members suggested that they should go in view the lights in operation to see how bright they would actually be.

#### **Precept**

North Norfolk District Council advised the Parish Council in January that new regulations/laws have been brought in by the government which have affected the precept. The council's precept has been revised from £5000 to £4615 and the council had to accept this figure or adjusted and advise North Norfolk District Council. Karen advised the members that there was hundred and 67 people registered in the village to vote

Chris questioned removing the S137 payments so that second home owners can contribute to the village. It was brought to the attention of the members that second home owners will contribute to the village in a variety of different ways. The members voted and it was agreed that the precept would be submitted to North Norfolk district Council for the sum of 4615 and this would cover 2013 to 2014.

#### **5. Footpath**

It was brought to the attention of the meeting that the rail on the footpath is not very helpful to the elderly generation. A suggestion was made to put in place an additional section of railing that would help elderly people to negotiate the footpath steps. There is also the matter of trees along the footpath and this matter was going to be looked at to see if the Rangers or the members of the Parish Council could do something.

It was brought to the member's attention that there is money available for trod footpaths and they were asked if there was anywhere else in the village that we could put in a trod footpath. Unfortunately there does not seem to be anywhere else in the village that we could proceed with a trod footpath.

#### **6. 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.*

We have now had a revised application submitted to the council and a site meeting has been requested with the Planning Official – Tracey Lincoln. The clerk advised that Tracey Lincoln had been in touch in order to set a date for the site meeting. An e-mail will be sent to get her to set a date and also bring her up to speed with the objections of the Parish Council.

Planning Application PF/10/0045

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

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

Nothing further has been heard since the last set of minutes. Peter said that he would follow up this matter and report back to the Council.

The Lamp Shop, Wells Road, Stiffkey, Norfolk, NR23 1QQ (Chapel)

PF/12/0501

Erection of single-storey first floor rear extension.

Nothing further with regard to this application. There is a side note to this application the Council was advised that the Chapel is going to court with regard to ownership of a section of land behind the Chapel.

Planning Application PF/12/1154

9 Bridge Street, Stiffkey, Wells, Norfolk, NR23 1QP

Erection of one and a half story side extension (extension of period for commencement of planning permission reference 09/0913)

The decision has come back from NNDC as PERMIT with regard to this.

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

## **7. Playing Field**

Chris advised the members at the meeting the survey of the playing field that he has undertaken will be ready for discussion at the next meeting. Mark will have the mole situation sorted fairly soon. One of the members commented that this seems to be quite a problem with moles everywhere. It was also brought to the attention of the Council members that the hedge on the playing field has now been topped and one of the audience (Annabel) gave thanks to the members.

## **8. Grit Bin/Dog Bin**





The clerk had arranged for a Nester 90 litre grit bin to be ordered from Glasdon Manufacturing Ltd which had duly been delivered. However it was soon realised that this bin was not sufficient for what was required. The members therefore requested that the smaller bin be returned and a larger "slimline" grit bin be ordered. This size of grit bin is similar to the one that is situated at the bottom of Cockthorpe Hill. The clerk said she would get this sorted. There was also the matter of what we had to do with regard to gifting the grit bin to Norfolk highways. And the clerk was going to look into this and when the new bin was received we could then move forward and gift the bin to Highways so that the bin was on their route to fill with Grit.

Janey made the comment that Chris's dog Bin is lovely. The members were advised that the bins were being monitored to ensure that they did not overflow and were being emptied accordingly.

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

### **Village Hall**

The matter of the village Hall was discussed and previously questions regarding legal matters had been submitted by Janey and Karen. Karen reported that there are now two sets of accounts for the village Hall and they need a meeting. She also mentioned that not many people attended the last meeting.

At the previous meetings it was also mentioned that we should approach NALC and request legal advice/solicitor. There should be a timeframe for the questions to be submitted to legal adviser/solicitor at NALC. These questions include size of the original Hall who owns what and how the trustees can proceed if required for the sale of the property.

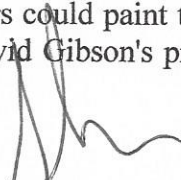
Another question that came to light was how long is the lease on the playing field and who owns the access to the field. Mark reported that he is still awaiting his solicitor to get back to him with regard to this matter.

Karen advised that the Charity Commissioners have given us 136 page document of rules and regulations that we would have to conform to and we really need someone to sort through and advise what is right and what is wrong so that we can conform to the guidelines. The thing with this document it's written in legal jargon and someone needs to decipher that legal jargon. We have to consider all legal requirements. The clerk would contact Sue Lake at NALC to get advice ASAP.

Mr Bennett's hedge next to the village Hall is still causing a problem scratching cars as they pass and reducing the width of the road. The members requested a letter be sent and a copy past to highways for their information.

One other matter was that EDF should clear and electric pole near to the hedge at Mr Bennett's and a letter should be sent to UK power network to bring their attention to the level of Ivy growth and possible interference to the power cables.

It was also requested that the Rangers could paint the railings near the bridge and fill in the road on the cross near Mr David Gibson's property as there is a large dip/hole which contains quite a lot of water.



On another matter Mr Peter Terrington had advised that the environment agency meeting is to be held with regard to the River will be held on Wednesday where will be discussed further. The reduced flow it is believed was due to Lord Buxton not allowing the River to be dredged thus causing a build-up. This matter is being looked.

Alan Curtis suggested that a letter of thanks to all the members who looked after the playing field should go into the next edition of the lynx magazine. I was advised that there was a presentation that took place and the members were given thanks for all the hard work. It was suggested that a monthly report for the village of Stiffkey should go into the links plus advising meeting dates and times. Before this report could be submitted it should be reviewed by the chairman.

Finally a request was made from Karen's children that they would like a bus shelter at the stop outside houses at Wells road. The children are standing in the rain and cold at the coastal bus stop. The members said they would look into this and ask Norfolk county council if we can have a bus stop perhaps even mentioned this to Marie Strong.

**Meeting Closed 20.25**

A handwritten signature in black ink, consisting of a stylized 'M' followed by a horizontal line and a small upward stroke.



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

### **Stiffkey Matters:**

**LA/12/1367. Warborough Place:** Conservation officer is content that the application is compatible with conservation and design objectives. Approved by Delegated Powers.

**PF/10/0045 Mill Pightle House:** The Enforcement Officer is looking into this case.

**Planning Application LA/11/0506 (PF/11/0508) Harbour House:** I spoke with Tracy Lincoln on 14<sup>th</sup> Jan. She agreed to contact the Clerk to arrange site meeting.

### **Matters in Adjoining Parishes:**

**Proposed Co-op Retail Store, Polka Rd, Wells:** Approval is nearly ready to be issued; most of the conditions have been drafted. It is unlikely that conditions will include free town centre car parking spaces for shoppers. A drinks licence has been applied for by the Co-op.

**Coach/Lorry parking, Polka Rd, Wells:** Application for a filling station is with officers, awaiting a flood risk assessment. The Environment Agency is maintaining its objection in relation to groundwater protection. They have advised that it is their policy to object in principle to any new developments involving sub water table storage on Principal or Secondary Aquifers. In relation to flood risk the EA have advised that they will be providing no further comments. The Council's Emergency Planner has not raised an objection to the application.

**Market Lane Development:** Jonathan and I will ensure that the WTC views are presented to officers and members of the Development Committee.

### **North Norfolk Renewables Partnership/B1105 Renewable Energy Development**

**Corridor:** Cabinet has recommended the designation of a "Local Development Area" catering for the offshore wind energy industry on 30 ha. of land at Egmore. There are opportunities and risks: Inward investment into the area and employment opportunities are to be welcomed, but the proposal will reduce the opportunity for public participation in planning decisions and any development at Egmore and will increase pressure on the use of Wells Harbour. Adequate safeguards are required to protect the nature of the Heritage Coastline (An Appropriate Assessment may be required) and protect recreation use of the Harbour. Furthermore, I feel that the LDO should not be considered in isolation, but should form part of a wider Area Action Plan, covering the entire Renewables Energy Corridor. Other related proposals include: A solar wind farm at Egmore (Former North Creak Airfield) which has been withdrawn but is likely to be re-submitted on an adjoining field. An application has been approved for a proposed biogas anaerobic digestion plant on an adjacent site.

**Car Parking provision in Wells:** NNDC car parking charges will be reviewed as part of the annual budget process for 2013/14. I have requested that the portfolio holder concerned, to consider making the first 30 minutes, on the Staithe Street car park, free to shoppers.

**North Norfolk, European Maritime Site:** The NN, EMS, Advisory Group meets, in the Maltings at Wells, on 7<sup>th</sup> February. The meetings of the AG are attended by representatives from Parish Councils and other interested organisations. There are issues of local interest on the agenda. The AG is looking to appoint a new secretary.

**Quayside Development:** No further work has taken place on Gifts Galore site since the Stop Order was issued. There are a number of issues delaying progress on this site. Development has started on the former Gray's Amusement site to divert the sewer.

**Weather situation update:** The Council does not grit Car parks but the salt/grit bins, on Council owned car parks, have been replenished. An email from the WTC Clerk has been forwarded to the Council.

**Bin Collections - Monday 21st January:** All bin collections are back to normal. The contractors coped very well with the severe weather conditions.

**Winter Warm Packs/Heater Loan:** The Council has received a delivery of more winter packs. They are being distributed to vulnerable people through GP surgeries, district nurses and other voluntary groups such as the Red Cross and Age UK North Norfolk. The Council has some heaters available to Town and Parish Councils which may wish to loan to vulnerable people.

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

**Present:** Jamie Lawrence, Laurence Jordan, Christopher Cooke, Mark Harrison, Karen Pickels, Jonathan Savory, Janey Sugden and Clerk.

**Apologies:** Marie Strong, Peter Terrington, Police and Chris Halford

### **1. Minutes**

The minutes of the last meeting duly signed off.

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

None.

### **3. Matters Arising**

#### **3.1        *Police Crime Report***

Nil return for this last month.

#### **3.2        *Councillor Marie Strong's Report***

Marie was not able to attend the meeting and advised that details of what her report would contain are enclosed in The Quay Magazine.

#### **3.3        *Councillor Peter Terrington/J Savory***

Peter was unable to attend the meeting due to another engagement at Wells Town Council, but Jonathan reported the following.

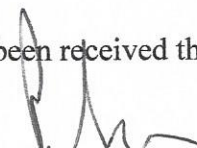
There was to be a site meeting on Thursday at Market Lane, Wells with regard to the development near the Alderman Peel High School. There was public concern with regard to the sewerage and increased traffic levels. There are proposed two access points for the development one on Burnt Street and of course one on Market Lane. The proposal was for 120 houses to be built on the field over from the school. There were some concerns also raised with regard to the access points for the traffic.

The development of the coach park for a petrol station is looking like it could come to the planning committee next month with the environment agency objecting re flood issue. It has to come to the planning committee as the objections are too strong to allow the planning officers make the final decision.

There is work underway with regard to the east bank flood defences they are in the process of raising the bank by ½ metre.

### **Correspondence**

Letters/Publications have been received this month:-





Clerks Direct  
Play & Leisure  
Playgrounds  
Flood Risk Brochure  
Play Equipment  
NNDC  
NALC

#### **4. Finance**

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

Village Hall Fees £165.00  
Auditor Fees £144.00  
Street Lighting Maintenance £395.29  
Donation to Local Lynx £30.00  
Glasdon Direct £169.26 (Grit Bin)

Eon Electricity £66.65 (Playing Field)

#### **5. Footpath**

Work was planned with regard to the area surrounding the footpath and the Parish Council was complimented by Mrs Morgan with regard to the tidy bridge and clear grounds.

#### **6. 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.*

We have now had a revised application submitted to the council and these are the comments from the members of the Parish Council with regard to this development:-

- The Fire escape window needs to be moved as it overlooks another property and there concern with regard to privacy.
- It would spoil the surrounding properties.
- It is not a considerate development with regard to others surrounding it.
- The council believes that this will in due course be a holiday cottage thus increasing the traffic and parking problems in an already crowded area.
- Building is too high would be better if it was only a single storey development.
- Surrounding properties would be affected as it is too high in relation to light and privacy. This should be taken into account.
- 

The members therefore decided that they would allow Jonathan to push for his to go to planning committee. Tracey Lincoln informed the members that apart from a few

tweaks the planning application meets all the current policies. However, the members feel that there is a much wider issue here and they would like a voice to be heard in order that the matter is fully discussed.

So a response was put together for the members to vet before it was sent to Tracey Lincoln Planning Officer. Copy of this held in the file. The members all objected to the proposal for this development.

Planning Application PF/10/0045

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

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

Jonathan reported that Peter had been looking into this matter and the response was that they property was the same height as the surrounding area, but the members pointed out to Jonathan that soil had been brought in to build up the height of the surrounding ground making it look like it sits on a hill which is not the case. It is still clearly visible from the road as you enter the village and it is still in breach of the planning regulations nothing has changed to make this otherwise.

The Lamp Shop, Wells Road, Stiffkey, Norfolk, NR23 1QQ (Chapel)

PF/12/0501

Erection of single-storey first floor rear extension.

Nothing further with regard to this application. There is a side note to this application the Council was advised that the Chapel is going to court with regard to ownership of a section of land behind the Chapel.

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

## **7. Playing Field**

Nothing for the Playing Field.

## **8. Grit Bin/Dog Bin**

The new bin has been organised and will be in place shortly and the cheque sent to Glasdon to settle the account. The Clerk will then sort out the matter of gifting the bin to the Highways so that it can be filled with grit ready for the next lot of bad weather.

The dog bin is to be moved so that people could admire the view of the valley without having to endure the smell from the bin. This will be done by Karen.

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

**LED Lights**





These are to be discussed at the next meeting after the members had a chance to view the brightness of the ones at Wells to see if they would be too much for the village.

Check in with Chris Halford to see if she still wishes to be a member of the Parish Council and check-up to see how many meeting she needs to attend in order to remain a member.

It was brought to the meetings attention that the parking near the Lamp Shop had got to a point that it was reported to the Police. The matter was discussed with the owner and they said that they have told the builders and they are the ones that are not playing ball and still using the road not the car park. If the matter continues we should just contact the Police asking them to come and sort.

One of the members of the public stated that when the rumble strip was put in place it was mentioned that the pedestrians have president over the people parking on the highway. It was also suggested that we should ask the Rangers to clear the rubbish from the rumble strip when they are on their next round for the village. (Of Course that is if they are able to access the strip at that time)

Hollow Lane – The sycamore trees on the lane will be cut down at some point and made tidy so that there is no damage to the wall.

There is a pothole at the bottom of Hollow lane which needs to be filled.

The section of road round by the river needs to be reported to the Highways authority ass it is dangerous. The river is so close to the road and there is nothing to stop a car etc. from ending up in the river so there be an accident or the road is icy/covered in snow.

Light number 5 needs to be reported to Jones to be repaired.

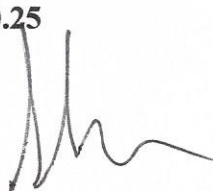
HMRC payroll software to be downloaded so that the council conforms to the new rules regarding real-time reporting.

With regard to the matter of the village hall asked Karen to let me have a copy of the plans for the village hall so that these can be forwarded to NALC along with a copy of the Deed of Gift for the Solicitor to view.

Chris feels that we should be chasing up the bank with regard to the matter of losses from the previous clerks fraud. He feels that we should look further at getting some form of compensation for what the bank failed to do with regard to the signing mandate. However, others feel that we did not lose out in a monetary way and the matter should now be closed and laid to rest. All bases have been covered and the Parish Council did not lose out like the others did. It should be discussed further.

With regard to the Website there is nothing further to report at this time.

**Meeting Closed 20.25**





April

**Minutes of Stiffkey Parish Council Meeting held on Monday ~~7~~ March 2013**

Present: Jamie Lawrence, Laurence Jordan, Christopher Cooke, Mark Harrison, Karen Pickels, Marie Strong, Janey Sugden and Clerk.

Apologies: , Peter Terrington, Jonathan Savory, Police and Chris Halford

**1. Minutes**

The minutes of the last meeting duly signed off.

**2. Declarations of Interest**

None.

**3. Matters Arising**

**3.1 Police Crime Report**

Nil return for this last month.

**3.2 Councillor Marie Strong's Report**

Marie's report is in the Quay Magazine.

**3.3 Councillor Peter Terrington/J Savory**

Neither party was able to attend the meeting. Report from Peter attached.

**Correspondence**

Letters/Publications have been received this month:-

Barcham  
NNDC  
S L Clerks  
N C C  
K&M Lighting Services  
EON  
Norfolk RCC  
NALC  
T T Jones Ltd  
Glasdon Products

**4. Finance**

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

**5. Footpath**



Area around Footpath looking lovely, further work to be carried out at some point. The bridge needs to have some work carried out on it to make it safe such as boarding up access and putting up signs saying private property.

## **6. 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. But it was mentioned at 11<sup>th</sup> April this set of Plans would be up before the Committee at NNDC.

Planning Application PF/10/0045

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

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

Nothing further has been heard with regard to this planning matter which is on-going.

The Lamp Shop, Wells Road, Stiffkey, Norfolk, NR23 1QQ (Chapel)

PF/12/0501

Erection of single-storey first floor rear extension.

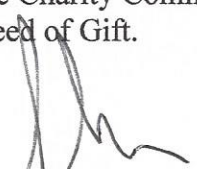
Nothing further with regard to this application. There is a side note to this application the Council was advised that the Chapel is going to court with regard to ownership of a section of land behind the Chapel.

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

## **7. Playing Field**

Plans brought to the meeting to be accessed by the members for approx. 30 car parking spaces, tennis court, football pitch, cricket pitch and Village Hall/Pavilion. Also brought to the meeting were some ideas with regard to the type of building for the Village Hall/Pavilion.

It was decided that the Parish Council should consider moving forward with the updating of the Play Area as it could be classified as being unsafe. It was also noted that an Annual Inspection would need to take place. It needs to have a formal plan signed off in order to move forward. It was asked does this need to go forward to village people for their comments/ideas. It was noted that 3 or 4 alternative ideas should be put forward to the village members. With regard to the village hall the Deed of Gift will be forwarded to NALC for their legal opinion. The matter of looking at Sections 117-137 of the Charity Commission Act is also going to be looked at by NALC with regard to the Deed of Gift.



Ultimately the Parish Council will have the final decision.

It was also requested that the Land Registry information should be obtained so that we can see what the Village Hall actually covers. Clerk would obtain this information.

A decision was made to try to sort out funding for the upgrade of the play area but do not decide on the final placement of the play area until later on. The children of the village need to be approached to see what they would like.

There is also the matter of the lease and this needs to be discussed with the owners if a permanent structure is to be placed on the playing field.

Marie said that she would contact some people who had just obtained some funding for a list of the companies that had offered sponsorship.

#### **8. Grit Bin/Dog Bin**

Grit Bin is in place and this will now be gifted to Highways so that they can fill it ready for the winter.

The dog bins are working well.

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

Check in with the Police with regard to the rumble strip at the bottom of Hollow Lane to see if we could put up no parking signs. Parking issues need to be looked at within the village and questions need to be asked of the Police to see what we can do next? Perhaps we could use the Section 37 ruling to help.

One of the members said that they would take forward the claim to the Bank with regard to the former Clerks fraud and this was voted for and agreed 3-1.

The Bridge has been repointed but there is the small matter of them clearing up after themselves and also the matter of the railing being repainted.

WiSpire – which is Wi-Fi on church spires – would it be good for whole village. The cost is £13.00 per month per person to have. The provider would need to have an 18 month to 2 years contract. Further information to be obtained.

There was also the matter of some parts of the village not being on main drains from Anglian Water. There is a waiting list for this work to be carried out. One of the members suggested that we should put our names forward. This needs to have a members vote.

With regard to the request for a Bus Shelter more information was needed with regard to the cost. Glasdon Products do supply Bus Shelters and it was noted that 25% would be paid for by the Parish Council and 75% by NCC. The Clerk would look at the costs and report back at the next meeting.

**Meeting Closed 20.25**





# STIFFKEY PARISH COUNCIL

Chairman Mr. L Jordan

Clerks Address  
139 Camping Hill  
Stiffkey  
Wells  
Norfolk  
NR23 1QL

Tel: 01328 830619 (evenings/weekends)

E-mail: [spc.jordan2010@btinternet.com](mailto:spc.jordan2010@btinternet.com)

## ANNUAL REPORT-MINUTES

### Planning Applications

There have been 8 Planning Applications which have been submitted within the past 12 months for the Village. There are still matters which are ongoing.

### Village Sign

The sign is now in place and thanks need to be given to Mr. E Proctor and Mr. J Pearson for all their hard work.

### Bottle Bank

The last report that was received by the Parish Council was that the Village Hall Committee was looking into the Health and Safety rules and regulations with regard to the placement of the Bottle Bank. Nothing further has been heard.

### Allotments

The posters are up with regard to the Allotments but to date only one party has put forward an application for an allotment and the required number is six to move forward to the next stage.

### Footpath

There is an ongoing discussion with regard to a footpath at the Greenways end of the Village which is still at a very early stage.

### Village Hall



The Village Hall Committee appears to be finally sorting all the issues with regard to the Charity Commissioners that have been discussed over the past 12 months. Money was put onto the Precept in order to ensure that the Village Hall can continue. The Parish Council was informed that the Village Hall was in a reasonable financial situation.

#### Trees/Hedges

Thanks need to be given to all the parties that have carried out work on the Trees/Hedges in the Village.

#### Speeding

The situation with regard to speeding in the Village – The speed traps set up by the Police seemed to be making a difference and it is hope that these will continue to do so. The Police are aware of the problems that this Village has.

#### Playing Field

Thanks to be given to Stiffkey Social Services for their past 12 months work with regard to the Playing Field.

A handwritten signature in blue ink, consisting of a large, stylized 'H' followed by a series of loops and a horizontal line at the end.

Draft

**STIFFKEY PARISH COUNCIL**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013**

31<sup>st</sup> March  
2012  
£

5000.00  
2.40  
50.80  
101.11  
53.45  
1286.96  
0.00  
9.09  
0.00

---

**6503.81**

---

**INCOME**

Precept  
Interest on Investments  
NNDC Recycle Credit  
VAT  
UK Power Payment  
Footpath Donations  
Jubilee Monies  
Interest  
Insurance Refund

**TOTAL INCOME**

31<sup>st</sup> March  
2013  
£

5000.00  
3.56  
182.88  
111.24  
0.00  
0.00  
100.00  
0.63  
217.44

---

**5615.75**

---

1589.64  
  
68.00  
  
0.00  
548.04  
111.24  
219.40  
108.09  
167.50  
600.00  
450.35  
202.34  
0.00

**EXPENDITURE**

General Administration  
**Agency Services**  
S 137 Payments  
**Capital Spending**  
Open Spaces  
Established Charges  
VAT  
Street Lighting  
Misc. – Subs  
Planning Fee (One Off)  
Footpath (One Off)  
Insurance  
Prof Fees  
Jubilee Costs (Mugs)

1589.64  
  
1105.00  
  
0.00  
1061.21  
229.85  
603.93  
108.71  
0.00  
0.00  
882.34  
120.00  
162.50



|       |                     |        |
|-------|---------------------|--------|
| 0.00  | Seat Costs          | 100.00 |
| 0.00  | Stationery Costs    | 46.42  |
| 26.98 | Phone Box (One Off) | 0.00   |

-----  
**4091.58**  
 -----

**TOTAL EXPENDITURE**

-----  
**6009.60**  
 -----

**STIFFKEY PARISH COUNCIL**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013**

| <b>GENERAL FUND</b> |                                       |         |                |
|---------------------|---------------------------------------|---------|----------------|
| 3145.58             | Balance at 1 <sup>st</sup> April 2012 | 3145.58 |                |
| 6503.81             | Total Income                          | 5615.75 |                |
| 4091.58             | Total Expenditure                     | 6009.60 | <b>2751.73</b> |

-----  
**3145.58**  
 -----

**Balance at 31<sup>st</sup> March 2013**

-----  
**2751.73**  
 -----

The above statement represents fairly the financial position of the authority as at 31<sup>st</sup> March 2013 and reflects its income and expenditure during the year.

Signed:

Chairman

Date

Signed:

Responsible Financial Officer

Date

# STIFFKEY PARISH COUNCIL

CHAIRMAN – MR J LAWRENCE

## Clerks Address

139 Camping Hill, Stiffkey, Wells-next-the-Sea  
Norfolk, NR23 1QL. Tel. 01328830619 (Evenings/Weekends)  
Email [spc2010@btinternet.com](mailto:spc2010@btinternet.com)

-----  
-----  
  
1<sup>st</sup> May 2012

The Annual Report to Parishioners will be held on Monday 20<sup>th</sup> May 2013 at 7.00pm in Stiffkey Village Hall. All Parishioners are welcome to attend.

This will be followed by the Annual General Meeting of the Parish Council.

## **A G E N D A – ANNUAL REPORT TO PARISHIONERS**

1. Apologies
  2. Minutes of previous Annual Parish Council Meeting
  3. Presentation of the Annual Report of the Council
  4. Accounts for the year ended 31<sup>st</sup> March 2013
- -----



# STIFFKEY PARISH COUNCIL

Chairman Mr. J Lawrence

Clerks Address  
139 Camping Hill  
Stiffkey  
Wells  
Norfolk  
NR23 1QL

Tel: 01328 830619 (evenings/weekends)

E-mail: [spc.jordan2010@btinternet.com](mailto:spc.jordan2010@btinternet.com)

## ANNUAL REPORT

### Planning Applications

There have been 15 Planning Applications which have been submitted within the past 12 months for the Village. There are still matters which are ongoing and which need further Parish Council input. It is hoped that we as Parish Council members can continue to monitor planning and have a say on what is right for the village and the way that it develops over the next twelve months.

### Footpath

The footpath has been a great addition to the village and ongoing improvements and changes are still taking place. Walking down from the Wells end of the village is now a lot safer and much more relaxing than having to dodge the traffic.

### Village Hall

The matter of the village hall is being looked at and under discussion at this time. Ideas have been put forward and it is a matter that is quite in-depth and the Parish Council members want to get it right for all the village people and visitors.

### Trees/Hedges

Thanks need to be given to all the parties that have carried out work on the Trees/Hedges in the Village.

### Speeding/Parking

The matter of both speeding and parking are in the spot light again for the village. We have had various discussions with the Police concerning both matters and are still trying to make the village safer for all. There are particular areas in the village which seem to cause the most problems and these are being looked at by the Police and Parish Council at this time.

#### Playing Field

Thanks are to be given to the members who have taken on the Playing Field duties. The Parish Council would like to thank the members of Stiffkey Social Services who gave so much to this Playing Field over the years and are still helping when required. At this moment in time discussions are underway with regard to improving the Playing Field but this is in its very early stages. This is also a matter that the members want to get right first time for the village people and all the visitors that use it. Well done to all that are involved with the Playing Field both past and present.

#### Grit Bin

There is now a grit bin in place at the bottom of Camping Hill for the winter weather. This is situated for both the residents of Camping Hill and the main road to ensure that all are able to use the roads safely.

#### Dog Bins

There are now dog bins in place on both the footpath and on Hollow Lane for all to use. This will hopefully help the village to stay tidy and respectable for all.

#### Jubilee Celebrations

The village had a wonderful Jubilee Celebration and every child in the village received a jubilee mug from the Parish Council. Thanks are given to all those that helped and organized the Jubilee Celebrations.

## **Minutes of Stiffkey Parish Council Meeting held on Monday 3<sup>rd</sup> June 2013**

Present: J Lawrence, L Jordan, C Halford, J Sugden, Peter Terrington, Marie Strong, Police and Clerk.

Apologies: Mark Harrison, Chris Cooke and Jonathan Savory.

### **1. Minutes**

The minutes of the last meeting duly signed off.

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

None to report.

### **3. Matters Arising**

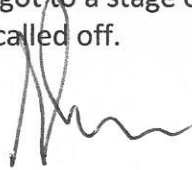
#### ***a. Police Crime Report***

Keith Clark the new PCSO who is replacing Phil attended the meeting. He is a former Police Officer and hopes to attend as many meetings as is possible. The Crime report for the last month was just two calls – one for a lost dog and one for a found dog. Two completely separate matters. He understands from reading previous minutes that there is a problem with parking and speeding in the village and would like to be brought up to speed with the current situation by the members. The members explained that they are part of a Speed Watch group and this will launch fairly soon in the village. They also pointed out that they can get stuck in the middle part of the village but it is at either end that they seem to speed. It is lucky so far that someone has not been hurt. Three people have signed up for the speed watch for the village and have joined forces with Langham. They have undergone all the training that is required. Keith advised that any problems should be followed up with a call to the Police/PCSO.

With regard to the rumble strip that runs through the village people are not able to use it to walk on as at most times it has cars parked on it.

There is also the matter of the flyers mentioned in the last set of minutes. The originals had been handed to Jason Pegden for him to adjust so that they could be used in the village to try to help the parking situation.

Keith then reported on a call that had taken place over the weekend when a lady had been reported missing. She was local to Stiffkey/Morston. The problem appeared to have been that she was overdue to take her medication. There was talk that she had taken a bus but it got to a stage of a helicopter search. She was found in the end and the search was called off.





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

Marie's report is in the Quay Magazine.

Broadband – Surfs Up – is a project for the over 60s anyone over 60 can join and volunteers are needed to help. There is a meeting to be held soon with regard to the Broadband issue and Marie would like people to attend – Janey, Rocky and Louis volunteered to attend on behalf of the village.

Norfolk County Council intends to go paperless and thus ipads have been given to all councillors.

The 20mph zones are going to be reviewed at some point and there is talk that they could make them enforceable with regard to the Policing this could be where school zones are.

The indication from the road survey is that Norfolk is a very rural area.

Now that the elections have taken place and a committee is now in place would the members please note that it is an agreement not a coalition and they can now get down to business of running the county. Marie is head of her group of 10 councillors. The incinerator is up for review and the right decisions should be made with regard to this project. Contract to be reviewed. Many on the NCC feel that it was not handled right the first time and that getting out of the contract could cost the council £20 million. When it goes to full council 84 members have their say but 40 of these are new to the council role.

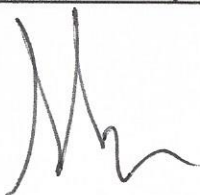
One of the questions that was put to Marie from our members related to the Norwich Bus Station. The matter of concern was the lack of facilities and information at weekends. Marie asked if the Clerk would email her with the information so that she can take this further as a complaint. The member felt that at the weekends there should be some form of service as the area looks to visitors for revenue and this does not help the travellers arriving in the county at weekends.

Another matter that was brought to her attention was the Cycle rally that took place at the weekend for the British Heart Foundation. There were approximately 4000 people that took part and it was felt that the village had no warning of the event taking place and it was dangerous with regard to traffic etc. The question was also put to Keith about putting up warning signs should they have been displayed. This matter would be looked into.

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

**Report from District Councillor, Peter Terrington, 3<sup>rd</sup> June 2013**

**Stiffkey matters:**



**River Stiffkey Regeneration Project:** Following the latest workshop held at Wighton Village hall on Saturday 11<sup>th</sup> May, Sarah Taigel is collating all ideas from the public and is feeding them into her final report. There are proposals to "naturalise" the Wighton to Warham section of the River. Further details can be obtained from: [norfolkriverstrust@gmail.com](mailto:norfolkriverstrust@gmail.com).

**Mill Pightle. NMA2/10/0045:** As you will be aware, a new application for non-material amendments has been submitted for this property. I have requested that the planning officer contact the PC regarding this application.

**Application PF/12/0501:** I understand that the Land Registry has registered a parcel of land behind the The Old Chapel into the name of the owner of the adjoining property. The owner informs me that "The parcel concerned is the rectangle of land shown on the ground floor plan of the applicants drawing. No. 4359-001 containing the word "Embankment", save for a strip that falls within 6ft. or thereabouts of a line drawn parallel to and to the north of the rear elevation of the Chapel. The title No. is NK420795."

**Wells Matters:**

**Litter on Quay:** I understand that a meeting has been arranged at The Wells Community Hospital, on 4<sup>th</sup> July to discuss the litter and bin issues in Wells. This has been arranged due to the problems regarding the large wheelie bins, as well as other litter topics that are related to this.

**Market Lane Development, Wells:** It is the view of the Corporate Director: "That Wells Town Council and local people clearly understand that the District Council, in considering the planning application gave detailed consideration to the representations and objections received in respect of highways access and foul and surface water drainage and with specific regards the highway issues heard directly from a professional engineer employed by the County Council before resolving to approve the planning application." However, it remains my view that opportunities were missed to seek contributions, from the developer, to improve local infrastructure relating to both access and sewage provision. I understand that the Alderman Peel High school is seeking a Transport Regulation Order (TRO) to improve road safety in Market Lane.

**Proposed Co-op Retail Store, Polka Rd, Wells:** In respect of the Wells Coop S278 Agreement, the Council is still awaiting details from County Highways.

**Proposed Fuel, Polka Rd, Wells:** The final conditions are awaiting comment from the developer. Nothing further to report on recommendation to provide alternative lorry/coach parking spaces in the town

**Car parking provision in Wells:** There has been much debate regarding the inadequacy of car parking provision in Wells. The two bank holidays placed enormous strain on resources, resulting in grid lock along the Quay and approach roads. I understand from Holkham Estate that the approved new Freeman Street car park could be completed by Spring Bank Holiday, 2014. However, the new car park will not provide sufficient spaces to cope with peak volumes. There is a possibility of making the Field Study Centre and health Centre car parks available for public use at weekends, in the short term.

**Wells Harbour dredging operation:** I understand that the investigation, being carried out by the MMO, into the position and height of the berms has still not been completed.



Consultation on The latest application licence ends on the 13<sup>th</sup> June. It is hoped that a decision can be reached which balances the conflicting needs of the needs of wind energy vessels, fishing boats and recreational craft, whilst recognising the value of the Heritage Coast and the importance of Wells as a tourist destination.

**Enforcement Board Update:** Since its inception in December 2012 the board has been meeting fortnightly and good progress has been made across the full ranges of cases under consideration. In addition to Clarence House, the board is keeping a watching brief on a number of other empty properties in Wells.

#### **Matters in Adjoining Parishes:**

**Fisheries Local Action Group (FLAG):** I understand that funding issues are delaying the Cefas investigation into the causes of sand accretion on the Blakeney mussel beds.

#### **OTHER NEWS:**

**North Norfolk Renewables Partnership/B1105 Renewable Energy Development Corridor:** A website for the Partnership has been created in order to attract inward investment into North Norfolk. <http://www.northnorfolkrenewables.org/>

**North Norfolk, European Maritime Site:** The NN, EMS, Advisory Group (NNEMSAG) next meets in the Malting's, at Wells, on 13<sup>th</sup> June. The meetings of the AG are open to representatives from local authorities, statutory bodies and other interested parties. There are issues of local importance on the agenda, relating to Wells and the NN coastline.

**Coastal Issues Forum:** The next meeting is scheduled for 2<sup>nd</sup> July, at the Cromer offices of NNDC. Discussion of Coastal Tourism was deferred from the February meeting.

**East of England Marine Plan:** Public consultation on the draft plans will run for 12 weeks and is anticipated to begin in June. The consultation is expected to include a series of drop-in sessions in various locations along the East coast where the draft plans will be exhibited. No further updates on dates have been provided as yet.

**National Planning policy Framework (NPPF):** Members received a briefing on the NPPF and it is apparent that there is a presumption that, in future, planning applications will gain approval, unless significant negative impact can be established. In addition the list of Permitted Developments (PDs) has been dramatically increased, although notification to the planning authority is required in some cases.

#### **4. Correspondence**





Letters/Publications have been received this month:-

Nothing for this month.

**5. Finance**

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

**6. Footpath**

It was mentioned at the meeting that the footpath now needs cutting back in places and the Clerk would report this to the Rangers for their next visit. The Dog bin has been removed from the viewing platform but one does need to be emptied which is the one near the Red Lion.

**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.*

. 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.

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

Councillor Peter Terrington read out the following email from NNDC Enforcement Officer Kate Steventon:

My apologies for not contacting you sooner in relation to this building and the current situation. When I went out on site initially 26 May 2011. I included in my measurements of the total height of the building the block work on which the building was erected. It has since become clear that this block work measuring 800mm should not have been included in my measurements of the height of the building. In the design and access statement it was stated that the original dwelling sat approximately 750mm below the ground level of Hollow Lane and the application proposed to raise the ground level to that of the track. Consequentially the building

It was felt that this was a good idea with regard to getting help and funding for the village in the future. There could also be the matter of some people being charged to advertise which would bring in revenue for the village at some point down the line.

**Meeting Closed 20.25**

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

## 8. Dog Bin

The dog bin at Muckledyke has been moved from the viewing platform.

## 9. A.O.B.

The members requested that the Clerk should chase the response from NALC with regard to the legal advice for the village hall. This she said she would do.

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 was requested to contact Steve White at the Highways to bring this to his attention. Other matters which they would like to look at are the speed roundels to be painted on the roads at either end of the village and larger repeater signs to be installed. Marie also asked that she be copied into this when it was sent.

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. In the end the members said that they would try to clear it as they seem to be getting nowhere otherwise.

The Parish Council was asked to report to the National Trust was the matter of overnight parking was taking place again on the car park. This the Clerk would report to John Sizer at Blakeney.

The Clerk was also asked to chase up the matter regarding the request for allotments.

There is to be a Power Outage on the 18<sup>th</sup> June for major work to be carried out.

The final matter that was raised at the meeting was the Stiffkey Blog. A notice will be placed on each of the boards throughout the village inviting people to put forward items to go on the blog and any suggestions. This could help Second Home Owners keep up with what is going on in the village from afar. There will also be a Facebook and Twitter account set up for the village and these will be linked to the Blog – details below.

You also wanted to know the correct contact details for the blog if people would like to send info etc.? I'd suggest [stiffkeyparishcouncil@gmail.com](mailto:stiffkeyparishcouncil@gmail.com)

As promised for this week, please see a link to the Stiffkey Parish blog.

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

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





is estimated to be 400mm to 500mm higher than the approved plans. This variation in height is currently being considered under a non-material amendment application, along with other variations.

Best regards

Kate Steventon,  
Planning Enforcement Officer (West)  
[Tel:01263 516247](tel:01263516247)  
E-mail [kate.steventon@north-norfolk.gov.uk](mailto:kate.steventon@north-norfolk.gov.uk)

Following this, the Parish Council agreed that it had no objection to the Non-Material Amendment application and asked Councillor Terrington to convey this to the Planning Officer at NNDC

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.

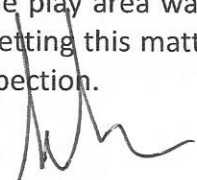
On another matter one of the members has requested that we look at the plans again for 3 Church Street, Stiffkey. These plans will be obtained from the Planning Dept. at NNDC.

**8. Playing Field**

A request was made by the Clerk to see if the members would be willing for the AWA bill and Eon bill to be paid by Direct Debit. This was agreed to and the Clerk will bring the forms to the next meeting.

The Clerk was also asked if she would check on the insurance to see if the marquee is covered.

The matter of and inspection of the play area was also discussed and the Clerk said that she would look further into getting this matter sorted. Perhaps we could go to the Playing Fields Assoc. for an inspection.



## **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***

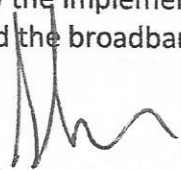
Marie's full report is in the Quay Magazine. As she was unable to attend this was what was sent to the Parish Council.

### **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.

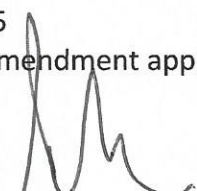
Planning Application PF/10/0045

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.

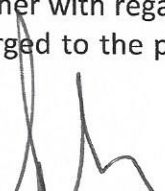
**8. Playing Field**

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 marque 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 marque. The Clerk was



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

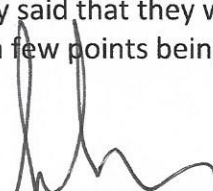
The main point that must be clarified is that it will not be the Parish Council who undertakes the possible sale but the charity trustees. I appreciate these may be one and the same people but they are two different organisations operating on two different systems.

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.

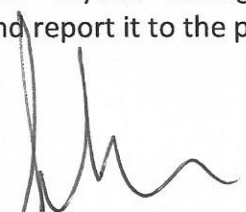
Roundels are not a problem, I can arrange for them to be done out of my routine budget. Larger repeaters however, are not something I can do.

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

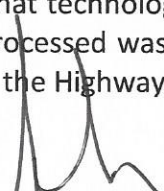
The matter of Janey resignation from the Council and the requirement to Co-op another member of to the council was discussed. A letter was received from Mr L Clabburn. The application was put to the Council as to their opinion and one of the members said that they were impressed with Mr Clabburn at the Broadband meeting. The Co-option was therefore proposed by Laurence and seconded by Chris – 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. *coote*

### 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.

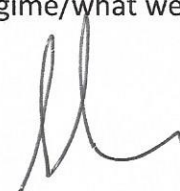
The L.D.O. at Egmore will not be signed off until October. This is in relation to the Windfarm projects that are on-going and future companies coming into the area.

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**

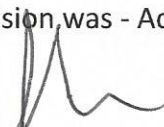
Planning Application LA/11/0506 (PF/11/0508)  
Harbour House, 1 Greenway, Stiffkey, Wells, Norfolk, NR23 1QF  
Demolition of outbuildings and the re-construction to provide habitable accommodation.

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.”

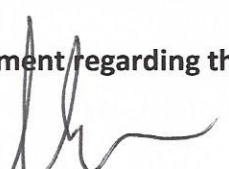
This complaint was to be forwarded to Kate Steventon.

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.

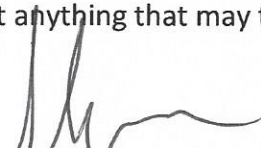
I would like to make the following comments against any decision that Stiffkey Parish Council might make that would facilitate that arrangement.

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 VULNERABLE 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.

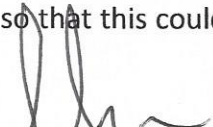
The members thanked Mrs Geraldine Green for bringing these concerns and information regarding the River Stiffkey to their attention. They noted that Mr Weston must apply to North Norfolk district Council and the environment agency in order to proceed. Stiffkey parish Council has the right to say what 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**

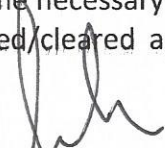
At the previous meeting the road surface was discussed and the matter taken to Steve White. The Council members requested that the clerk speak to Steve White, asking if we can have coloured tarmac.

**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.

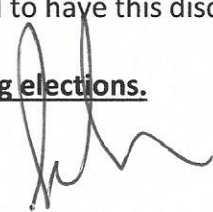
### **Speed camera/SAMS**

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 a large, stylized 'H' followed by a series of loops and a wavy line.

## **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/alterd 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 needed 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 too 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.

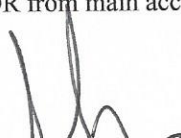
It was also requested that posters should go out again asking for volunteers for the village hall and playing field as no new people had come forward from the last poster.

### **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

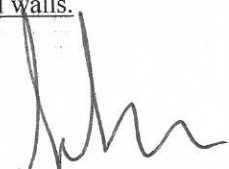
This building has no water or drainage and how this will be sorted is a matter of concern for the Parish Council. Furthermore the Car Parking is showing on the other side of Hollow Lane with comments attached that no trees will be taken down in order to develop this but there are tree in the area that 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.**

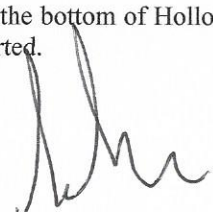
People still continue to use the blog but up to date figures were not disclosed at the meeting.

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, located at the bottom center of the page. The signature is stylized and appears to be a single name.