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Minutes of a meeting of **Blakeney Parish Council** which was held on place on **Tuesday 4<sup>th</sup> June 2024** in **The Parish Office/Parish Room**.

Present:- Rosemary Thew (Chairman), Nigel Sutcliffe (Vice-Chairman), Alban Donohoe, Barry Girling, Jenny Girling, Judy Pegden, Mike Reed, Willie Weston & Iain Wolfe.

Clerk:- Tracey Bayfield

Public:- 2

Did not attend:- 0

**1. Apologies** for Absence were accepted from; Samantha Arlow & Shirley Everett and also, County Cllr Michael Dalby

**2.** There were no **Declarations of Interest or requests for dispensations** from members.

**3. Resolved** that the following **Minutes** are to be signed as a true record;

- Annual General Meeting (AGM) held on Tuesday 7<sup>th</sup> May 2024.
- The Full Council Meeting held on Tuesday 7<sup>th</sup> May 2024.

**4. Chairman's Announcements** – Chairman and Vice-Chairman are due to meet with Katie Franklin, from Holt Medical Practice on 5<sup>th</sup> June 2024.

**5. Reports from County & District Councillors;**

5.1. *County Councillor* – Michael Dalby had submitted a report in his absence.

5.2. *District Councillor* – Victoria Holliday had submitted a report in advance.

*Cllr Willie Weston arrived at this point.*

**6. Open Public Session** – None.

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

7.1. **PF/24/0906** – *Proposal; Two/single storey rear extension to dwelling and front porch extension at, Marigold, 61 New Road, Blakeney. Resolved;* No objection.

7.2. **LA/24/0946** – *Proposal; Internal and external alterations to facilitate conversion of roof space to hotel guest suites, replacement of windows and a new staircase extension at, Blakeney Hotel, The Quay, Blakeney. Resolved;* No objection.

7.3. **LA/24/0823 & PF/24/1028** – *Proposal; Internal and external works including replacement windows, chimney removal and internal alterations, retention of works*

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*already carried out, plus replacement windows, installation of new windows and removal of chimney (part retrospective) at, Flat 3, Quay House, 5 The Quay, Blakeney. Resolved;* No objection.

*It was resolved that item no. 11.1. be taken next, however, it remains in agenda order for the purpose of these minutes.*

*Cllr Iain Wolfe arrived.*

### **8. FINANCE**

8.1. **Resolved** that the **Accounts** totalling £16,768.13 are to be paid.

#### **8.2. Clerk/RFO Report –**

- **Replacement Street Lighting Project** - Norfolk Community Foundation have awarded BPC £2,500 towards this. Our application to the Hornsea 3 Community Fund is due to receive a decision mid-August. (Clerk will update the chosen street lighting contractor.)
- **Whole Council Training** – The evening was well received by those who attended this event, however, it was very disappointing to have only 5 out of 11 councillors present on the evening.
- **Audit Plan** – The information shared with you all last month when we reviewed the *Effectiveness of the Internal Audit* which refers to ‘Audit Plan’ time and time again, was a 2004-6 document and was discontinued years ago as confirmed by NALC. Advice is to simply follow the JPAG Practitioners Guide.
- **Blakeney Surgery** – Formal letter of thanks for all efforts, from Stiffkey Parish Council.
- **Scout Hut** (Parish Room) – Clerk has submitted a formal appeal against the Business Rates charge.
- **Asset of Community Value** – The Kings Arms was unsuccessful.

8.3. **Resolved** that we submit an appeal against the NNDC **Business Rates** for Office, Store, Public Convenience & Premises.

8.4. **Resolved** that we accept the quote for gutter soakaway on **Parish Room (Scout Hut)** from ‘Secret Gardens’ at a cost of £265.00 + VAT.

8.5. **Asset Register** for 2024/25, insurable figures were **agreed**.

**9. Written Reports from Representatives on Other Committees/Groups** which have met recently;

**Blakeney Surgery – Cllr Nigel Sutcliffe.**

The meeting was updated with an article that had appeared in the GVN as to how patients could obtain their medication from pharmacies in Wells and Sheringham or by post. However, the Chairman and Vice-Chairman felt it was still better if a facility existed in Blakeney where patients could collect their medication and leave repeat prescriptions. In that regard they have arranged a meeting with Holt Medical Practice, Practice Manager, for Wednesday 5th June 2024, for this issue to be discussed further. We will report back when we have further information.

**10. COUNCILLORS QUESTIONS – None.**

**11. CORRESPONDENCE –**

- 11.1. **Resolved** to agree the following two resolutions with regard **The Blakeney War Memorial Cottages Charity**;
- i) Blakeney Parish Council **relinquish their role as ‘the Trustee’** of the Blakeney War Memorial Cottages Charity, in favour of Blakeney War Memorial Cottages Charity being duly appointed as ‘the Trustee’ of the Charity, subject to administrative and regulatory amendments being approved by the Charity Commission.
  - ii) Blakeney Parish Council **relinquish their role of Custodian Trustee** of the War Memorial Cottages in favour of the Official Custodian of Charities being duly confirmed as Custodian Trustees of the Charity.
- 11.2. Members were in receipt of the updated draft **Trading Sites** contracts for the period 2026 to 2029 inclusive and other than minor amendments to the tender submission form it was **resolved** to remove the current trading titles, *Seafood & Shellfish Site, Refreshments Site and Art & Crafts Site* from the 2026 to 2029 inclusive draft **Trading Sites** contracts, and thereby advertise them as business opportunities open for consideration ie. what ideas are out there to be pitched to Blakeney Parish Council.
- 11.3. The future of the **Parish Room** (formerly known as the Scout Hut) based on its current usage and condition is not looking great, with just one regular weekly booking for around 75% of the year. Expenditure is greater than the income. **Resolved** that i) we discuss whether this could be used by Holt Medical Practice as a hub for the collection of prescriptions, ii) appraise what the village needs & iii) concurrently speak with the Blakeney Village Hall Trust.
- 11.4. Members noted the response from the **Blakeney Village Hall Trust** regarding BPC owned land.

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- 11.5. Cllr Alban Donohoe brought to the attention of members, the erosion of the east side of the Quay, which is affecting the **Carnser Car Park** and thoughts to any remedial/preventative action which could be considered. **Resolved** that we have identified and are aware of the risks, ie. land erosion and potential loss of parking spaces/income. Solutions/conversations to be explored include; i) build a sloping sea wall, ii) a conversation with the National Trust asap, iii) could the Blakeney Harbour Association help us, iv) funding, v) talk with Crown Estates etc. B3CT would help where possible. Look at the work which has recently taken place at Morston.
- 11.6. **Resolved** that we make all individual **Councillors email addresses** a .gov.uk as per the JPAG recommendation.

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

**PF/24/0750 – Sea Grass, Saxlingham Road, Blakeney – *Granted.***

**PF/24/0799 – Doelen House, Back Lane, Blakeney – *Withdrawn.***

**PF/24/0348 – 29 The Pastures, Blakeney – *Granted.***

Meeting closed at 9:40pm.

Chairman \_\_\_\_\_