

Bacton and Edingtonthorpe Parish Council

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Minutes of the Ordinary Parish Council Meeting

Monday 8th September 2025 - Bacton Village Hall commencing @ 7pm

Present: Susan Holden (Chair), Coral Salih (Vice Chair),
Stephen Humphreys-White, Ian Witham, Gill Cullingford,
Lynn Day, Richard Kimble, Christine Smith and Jan Rush
Others: 4 members of the Coastwise Team, 2 CNC Police,
Andy Potter, Coastwatch and Pauline Porter - NNDC

- 1. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
All members were in attendance.
- 2. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.**
There were no declarations received or dispensations given.
- 3. To approve Ordinary Parish Council Minutes 14th July 2025**
The Minutes had been circulated and they were approved to be signed by the Chair.
- 4. To receive presentation from Coastwise - Marnix de Vriend - Project Coordinator Transition Plan Bacton/Walcott for Coastwise (15 minutes)**
A detailed and informative presentation was provided by Marnix de Vriend (Haskoning) on the the Coastwise Project. Coastwise is a project initiative between NNDC in conjunction with the DoF to prepare coastal communities for the future impact of coastal erosion (cliff/water overtopping). The Sandscaping project has slowed erosion down and has bought time however there needs to be a community owned transition action plan. The community has an opportunity to develop concepts on how it wants to slow down the erosion of the coastline - Marram Grass is one option and draining the water away from the land. Meetings are being held in the community to assess what the residents want to do and how this project can be developed.
- 5. To receive presentation from National Coastwatch (15 minutes)**
Andy Potter of Coastwatch gave a presentation on the work of the team based at Mundesley. Their role is to survey the sea and alert the Coastguard when required. This is a voluntary sector of the Coastguard and their duty is to “watch” and report 365 days a year and they can see from Mundesley down towards Happisburgh upto 11 miles out. They monitor - smuggling of any kind and track vessel movements and incidents out at sea. Accidents do happen - they also watch people, jet skis, fishermen, windsurfers, dive boats, paragliders and small boats within the area. Coastwatch won a Queen’s Award and is a declared asset facility station to the Coastguard. They are planning to install CCTV on their building to assist with Project Kraken to help with the Border Force’s reporting of suspicious items which is reported to the Crime Stoppers.

6. **Resolution to adjourn the meeting for public participation - NNDC and CC Reports (15 minutes allowance)**
Members of the public are invited to give their views on Parish affairs at the discretion of the Chair, for no more than 15 minutes.

The CNC Police gave an update on their work and the transfer of the unit to the Civil Nuclear Constabulary (CNC). In April 2026 there will be a full complement of officers. The unit continues to assist Norfolk Police where required.

Pauline Porter, NNDC spoke about the LGR and highlighted that there had been 2 walk in meetings held to inform the public. There had been a marine incident just off of Walcott which will be featured on Saving Lives at Sea.

7. **To review and consider Planning if received and agree response**

25/1337	Land North of Village Hall	Variation of Hybrid layout/design	Approved
25/1767	Hill Farm Barn	Construction of timber balcony	Objected
25/1129	Duckling Barn	Change of use from holiday into dwelling	Approved
25/0565	The Pavilion	Change of use to café	Approved

8. **To consider Financial Matters**

8.1 **To receive bank reconciliation and note receipts and review reserves**

The bank reconciliation was presented and members noted reserves held.

8.2 **To review expenditure to date**

Expenditure to date was presented to members. It was noted that the next tranche of Precept was due in October and that deposits for the works under the 106 expenditure had been made for materials.

8.3 **To agree payment schedule and approve payments**

NGF Play (deposit play equipment – s106 funds)	9,368.90
Secret Gardens (deposit – Allotments – S106 funds)	7,890.00
PFK Littlejohn (Audit)	252.00
Heart to Heart (Donation)	250.00
NNCTransport (Donation)	150.00
EON Electricity	18.23
Secret Gardens -	438.00
Kevin Richardson	535.00
Elaine Pugh – expenses	39.04
Howes Design – application for Pavilion change of use	600.00
K Jermy – Scything – Edingthorpe	300.00
EON Electricity	18.23

8.4 **To consider application to the NCC PP Scheme**

Council resolved that it would not apply to the NCC PP Scheme.

9. **To consider the movement and maintenance and repositioning of the 6 Village Planters**
Members reviewed the locations of the planters and it was resolved to move 2 from The Ship and 1 planter from the entrance to Bacton by the Gas Terminal Complex down to the Pavillion. This would depend of course on the condition of the units and if it was viable to complete the work successfully.

10. **Clerk report and report on Matters Arising** (updates and for information only)
GENERAL

10.1 **Village maintenance programme including village planters**

Village maintenance was ongoing and the village planters were being managed by the community and Council until the transfer of 3 units. The bus shelter along the North Walsham Road had been cleared of overgrown ivy.

10.2 **Allotments** - 1 new lease had been issued and there was still availability.

10.3 **K6 Door for BT Red Telephone Box** - on hold

10.4 **Illegal notice on the Green opposite the allotments** - removed

10.5 **New signage for Highbanks, Edingthorpe** - in progress

THE PAVILION

10.6 **Change of use application** - 25/0565 - Permitted

MILL LANE

10.7 **Waiting for additional responses** - due to the complexities of the area and the costs involved it is unlikely that this will progress.

FLAGSHIP HOUSING - 106 funds and applications to NNDC

10.8 **Play equipment upgrade** - funds received and deposit paid to NGF - installation to be in late October/early November.

10.9 **Bowls Club/allotment upgrade** - funds received and deposit paid to Secret Gardens - work due to commence October/November.

10.10 **Open Space application for funding of £114,016 from S106 funds**
Reserved matters application waiting to be made and transfer of land from Flagship

Proposed layout circulated to members from the Architect discussed and this was approved. The Clerk would liaise and arrange for a specification to be drawn up for the tender process to commence. The Council would then need to write up the project bid to receive the funds from NNDC. Detailed planting schemes and design would be finalised after the reserved matters had been approved by NNDC Planning Team.

HIGHWAYS

10.11 **To consider application to the Bus Shelter Fund for electronic bus timetable boards** - on checking the scheme it does not include electronic bus timetable boards.

10.12 **VAS sign on entering the village not functioning** - reported 4445-7884
It was noted that the unit had been removed - the Clerk would check where the unit was.

EP

11. **To consider and review correspondence**

PFK Littlejohn - completion of AGAR 2025	Informed
Coastwise project - Marnix de Vriend - transition process	Circulate/Agenda 4
NNCT - thank you for contribution of £150	Noted
Flagship Housing re Land transfer - TP1	Discuss
Ed Maxfield - CC Report - August	Circulated
Councillor - withdrawing consent for receipt of Summons by email	Noted
Coastwise - re community event - Thursday 4 th September 2025	Circulated
BGT re the automated alert system	Circulated

12. **To consider and review the proposed rental amount and agreement for The Pavilion to be rented as Café - Planning Permission 25/0565**
A draft rental agreement had been circulated to members for their consideration. It was resolved that this be issued to the prospective hirer and that the Clerk liaises and issues the keys. There would be a rent free period up until 1st April 2026 to enable the required building works to take place. EP
13. **To Receive Reports from Councillors and items for the next Agenda**
Members were asked to consider projects for 2026-2027 and any increase to the Council's Precept.

The Clerk informed that a new battery for the defibrillator at the Pavilion and pads were required. This would be organised. EP
14. **To confirm date of the next Meeting**
Bacton & Edingthorpe Ordinary Parish Council Meeting -
Monday 10th November 2025 - Bacton Village Hall @ 7.00pm

There being no further business the meeting concluded at 9.15pm

SUSAN HOLDEN

10th November 2025