

# HUNSTANTON TOWN COUNCIL

## Minutes of a meeting of the Full Council held in the Town Hall on Wednesday 11<sup>th</sup> December 2024 at 6pm

---

**Present:** Cllrs: Ruston (Chair), Howard (Deputy Chair), Barber, Bishopp, Corby, Cribb, Fuchter, Kidd, Smith, Williamson

**Also Present:** Leader KLWNBC Cllr Alistair Beales  
BCllr Paul Beal  
PC Norris  
Members of the public x 4  
Town Clerk Jan Roomes

**1. Apologies**

Apologies for absence received from Cllrs Carruthers, no apologies received from Cllr Jawed.

**2. Public Question Time**

A member of the public asked if BCllr Beales would be available to answer public questions. The mayor explained the Leader of BC was attending to report to HTC and not to answer questions from the public on this occasion.

**3. Declarations of Interest**

Cllr Cribb declared an interest in any planning applications he was involved in (agenda item no. 12).

***6.14pm Cllrs Croucher & Easeman arrived***

**4. Minutes – confirmation of**

The minutes of the Full Council meeting held 27<sup>th</sup> November 2024 were confirmed and signed as a true record (Cllr Bishopp, seconded Cllr Howard, 7 for, 3 abstentions).

**5. Police Report**

PC Norris gave the following report:

We have recorded 16 offences from 27<sup>th</sup> November – 11<sup>th</sup> December 2024.

230 incidents called in for service for Hunstanton police officers and 86 investigations came from these. 37 Incidents are for the town of Hunstanton from where crimes recorded as per below.

**Assault Offences – 3**

1. Harassment – Suspect put Victim in fear of violence – Community resolution.
2. Harassment - Victim is feeling harassed without violence by the victim - Under Investigation
3. ABH – Suspect assaulted Victim – Suspect arrested - filed closed investigation.

**Burglary – 3**

1. Burglary - Suspect has entered a building as a trespasser and stole items of clothing – Suspect arrested - Police Caution.
2. Attempt Burglary - Suspect attempted to gain entry to a commercial building – under investigation.
3. Burglary – Suspect entered room of victim – under investigation.

## **Public Order & Miscellaneous Offences – 2**

1. Affray – suspects have been involved in an argument – filed close investigation.
2. Sec 4a POA – suspect threatened Victim – filed closed investigation.

## **Criminal Damage – 1**

1. Threats to cause criminal damage – Suspect has made threats to cause damage to a property – No suspect identified – closed investigation.

## **Drug Offences – Nil**

## **Theft Related Offences – 6**

1. 6 x theft from motor vehicles. Crime series of vehicles having tool and personal items stolen from within – Under investigation.

## **6. Borough Council of King's Lynn & West Norfolk**

- 6.1 The Leader of KLWNBC Cllr Alistair Beales was welcomed to the meeting and gave detailed responses to councillor's questions relating to:

The local plan, specifically in relation to Hunstanton (Cllr Beales to ask Cllr Moriarty to attend HTC's next Environment Committee meeting)

The Borough Council's pledge on biodiversity and climate emergency, how will these translate into actions in Hunstanton and future local development

Future plans on empty properties

Gave an update on the Southend Road flats, why no lifts were installed & on the proposed flats at the bus station

BCllr Beal reported:

Work on the Muga had now been completed and a booking system was in place. A concern was raised regarding only one entrance/exit, Cllr Beal to look into this matter and report back.

Dave Robson is the person to talk to with regards to issues along the Prom/Cliffs.

A new events officer had been employed by BC and would be attending the next HAG meeting. Cllr Bishopp questioned why the events officer was not coming to HTC meetings and suggested members on the HAG group should consider joining HTC who were elected by members of the public.

- 6.2 BCllr Dickenson gave apologies for this meeting and emailed the Clerk the following report:

*'I haven't had anything crop up since the last HTC meeting except minor individual residents' issues, which are either resolved or ongoing, and none of which are problematic. Since the last meeting there has been a special BCKLWN meeting to discuss the future of a replacement for the Oasis, as I mentioned at the meeting and which HTC members were aware of. The long awaited Borough-wide Car Parking Strategy is due to be presented to the next meeting of the Regeneration and Development Panel which is on 2 Jan.'*

## **7. Norfolk County Council**

Cllr Jamieson not present.

## **8. Mayors Report**

The Mayor gave a brief report on:

The Christmas Festival held 1<sup>st</sup> Dec and thanked those involved for their hard work putting the event together

The Christmas Tree Festival held 6<sup>th</sup>/7<sup>th</sup> & 8<sup>th</sup> December in the Town Hall was well attended.

The Clerk had been working with Lidl on the toy distribution programme and had so far distributed 6 boxes to the orphans in the Ukrainian community and 4 boxes to the Hunstanton Food Bank.

## 9. Accounts

- 9.1 Consideration and authorisation for payment of Schedules of Accounts for the Town Council No. 25/08 TH given (Cllr Corby, seconded Cllr Williamson, unanimous).
- 9.2 Cllr Smith gave the following internal audit report:  
The quarterly audit for the three months ended 30th September was carried out on the 5th November 2024. Payment and receipt invoices were spot checked during the period. They were then traced to the bank statements and verified as correct. Relevant minutes were also examined. One of the examined payments was noted to be a proforma note but we were assured that an invoice was in the process of being issued to the council.  
The VAT for the previous quarter was traced on the bank statements as received on 30\7\24. Finally it was noted that the minutes for October 2024 were still to be signed as of this audit.
- 9.3 Consideration was given to the quotation of £2,550.00 + vat from TMO Highways to implement road closures for the 2025 Remembrance Day Parade. Cllr Ruston proposed it be accepted, Cllr Howard seconded. **RESOLVED:** (unanimous) to accept the quotation from TMO Highways.

## 10. Heacham Recycling Centre

Nothing to report from Cllr Corby, Cllr Ruston had contacted NCC Cllr Andrew Jamieson with HTC's concerns and would keep members updated on any further discussions.

## 11. Committees & Task & Finish Groups

### 11.1 Highways & Byways Committee meeting held 2<sup>nd</sup> December 2024

- 11.1i **RECOMMENDATION:** B2 of Highways Safety Improvement List - Sandringham Rd where it merges with Homefields Road - new dropped kerb, cost £4,400 (cost to HTC £2,200)
- 11.1ii **RECOMMENDATION:** B4 of Highways Safety Improvement List – Southend Road outside Tesco bus stop – new dropped kerb, cost £4,400 (cost to HTC £2,200)
- 11.1iii **RECOMMENDATION:** Crescent Road - new dropped kerb, cost £2,200 (cost to HTC £1,100)
- Items 11.1i / 11.1ii & 11.1iii taken together.**  
**RESOLVED:** to proceed (Cllr Croucher, seconded Cllr Easeman, 9 for, 3 against).
- 11.1iv **RECOMMENDATION: C1** of Highways Safety Improvement List - PT20 scheme along the A149 outside Smithdon School and potentially on the parallel stretch of Park Rd with associated signage top end of Downs Rd & Homefields Rd, cost Study £5,000, PT20 £4,000 + side road signage £2,000 (total cost £11,000, cost to HTC £5,500)  
**RESOLVED:** Cllr Fuchter proposed, seconded Cllr Corby, 5 for, 7 against. *This recommendation was not accepted.*
- 11.1v **RECOMMENDATION: D1** of Highways Safety Improvement List – High St – to relocate the disabled parking bay from right hand (west) side of High St to left hand (west) side of High St at a cost of £500.  
**RESOLVED:** to proceed (Cllr Croucher, seconded Cllr Fuchter, unanimous).
- 11.1vi **RECOMMENDATION:** To hold Highways & Byways Committee Meetings every 2 months from January 2025 on Zoom (January 27<sup>th</sup> & 31<sup>st</sup> March 2025).  
**RESOLVED:** Highways & Byways Committee Meetings every 2 months from January 2025 on Zoom (Cllr Fuchter, seconded Cllr Croucher, unanimous).

### 11.2 VE Day Task & Finish Group meeting held 4<sup>th</sup> December 2024

No recommendations.

### 11.3 Venue Events Task & Finish Group meeting held 5<sup>th</sup> December 2024

The Clerk reported only 2 members attended the 1st Venue Events T & F Group meeting, not quorate, meeting could not continue.

## **12. Planning**

12.1 Consideration was given to HTC's response to the following planning applications:

**24/02091/F** – 42 Westgate, Hunstanton - Retrospective: Change of use of ground floor from C3 Dwelling house into E(b) for the sale of food and drinks for consumption mostly on the premises, subdivision of upper floors to create 1 bedroom maisonette with general alterations and renovation of dilapidated building. HTC: SUPPORT

**24/02087/F** – 22 High St, Hunstanton – Extension and alterations to commercial unit & flat. HTC: SUPPORT

**24/01997/F** – 19-21 Church St, Hunstanton – Variation of condition 2 of planning consent. A lengthy discussion took place. HTC: SUPPORT.

**20/00962/FM** - demolition of old print works and the construction of 18 flats with associated car parking. A lengthy discussion took place. HTC: DO NOT SUPPORT.

12.2 Cllr Kidd asked members of E-Planning to look at the new applications below:

**24/02028/F** – Edgewater Apartments, Seagate Road, Hunstanton - variation of condition 2 attached to planning permission 19/01558/FM: Mixed use development comprising of retail at ground floor with residential accommodation at first to fifth floor.

**24/02164/F** – The Dolphins, 39 Bernard Crescent, Hunstanton – single storey rear extension to existing dwelling.

**24/02175/F** – 8 Collingwood Road, Hunstanton – rear single storey extension, garage conversion, internal & external alterations.

## **13. Northfield Allotments**

Cllr Barber gave the following report:

### **Update**

- Steady progress has been made and we are broadly on schedule
- Three Working Groups have been established: Allotment Committee, Allotment Members & Town Councillors
- Initial meetings have been held with each Group with a balance of representation and views

### **Progress**

- Town Council Group: Lease has been reviewed & key conditions of use identified
- Allotment Committee Group: First pass of "recommendations" produced
- Allotment Members Group: First draft proposed Constitution

### **Suggested amendment to work timeline**

We are proposing to increase the efforts to engage Allotment members in early January 2025. This will help socialise the proposed changes.

## **14. Hunstanton District Festival of Arts**

Agenda item deferred due to time meeting.

## **15. Helping Hands Café**

Agenda item deferred due to time.

## **16. Event Costings**

Agenda item deferred due to time.

## **17. Committees, Task & Finish Groups & Representatives**

Cllr Williamson joined the VE Day Task & Finish Group.

## **18. Public Question Time**

A member of the public advised council she had spoken to Cllr Beales regarding the rubbish in a neighbour's property and he could offer no further assistance.

A member of the public commended Tony for wanting to work with the community.

**19. Close Meeting**

Members voted unanimously to close the meeting to public & press under Public Bodies (Admission to Meetings) Act 1960 S.1 (2) as amended by LGA 1972 S. 100<sup>i</sup>.

Meeting closed to public & press 8.15pm

Meeting re-opened in closed session 8.17pm

**20. Personnel Matters**

The confidential minutes from the Personnel Committee meeting held 2<sup>nd</sup> December were received. Consideration and resolution were given to recommendations.

**Meeting closed 9pm**

<sup>i</sup> *The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies."*