

05 April 2016

**Minutes of the Meeting of Northrepps Parish Council
held on 05 April 2016 at 7.15 pm at Northrepps Village Hall**

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett, Cllr. V. Callaghan,
Cllr. H. Claxton, Cllr. S. Riggott, Cllr. S. Penlington, Cllr. J. Youngman
Clerk Mrs J. Warner

County Cllr. Northam (to item 6 incl)
3 members of the public

1. Minutes of the Parish Council Meeting held on 01 March 2016

It was **AGREED** that the minutes of the Parish Council meeting held on 01 March 2016 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Bumphrey due to family matters.
Apologies were noted from Cllr. Fitch Tillett and PCSO Holmes.

3. Declarations of Interest & Dispensations in respect of Disclosable Pecuniary Interests

Cllr. Riggott declared an interest in allotment matters.

4. Public Participation

A letter was read out on behalf of Northrepps Luncheon Club thanking the Parish Council for the S137 grant which will be used to purchase new table cloths.

5. Police

The Chairman read out the police report (refer attached). It was noted that the police surgeries are to now be held in Cromer. Details are available on the Parish Council website and noticeboards.

6. District Council and County Council

6.1 County Councillor Report

Cllr. Northam presented a report on his work as County Councillor (refer attached).

Cllr. Northam left the meeting.

6.2 District Councillor Report

The Chairman read out the report from Cllr. Fitch Tillett (refer attached)

7. Planning

7.1 Planning Applications for consideration

Members considered the following applications:

PF/16/0286 Demolition of detached dwelling and erection of detached dwelling with accommodation in roof space at 16 Whitehouse Estate, Cromer – It was **AGREED** to raise no objections.

PF/16/0321 Erection of extensions to rear and alterations to front entrance at 28 Church Street, Northrepps – It was **AGREED** to raise no objections.

Y/1/2015/8020 – Sidestrand Hall School – Amended plans were noted.

Planning Decisions from NNDC/NCC:

AN/15/1619 Display of 3 directional signs (retrospective) for Karttrak – Application withdrawn

7.2 Electronic Planning Applications

It was noted that NNCC and NCC are working towards consulting by electronic methods instead of posting out printed copies of planning applications. It was **AGREED** that Northrepps Parish Council would like to be part of the pilot programme for NNDC but would still like to receive paper copies as a back up.

7.3 NCC Local List for Validation of Planning Applications

Members were in receipt of the consultation which was noted.

7.4 Changes to the planning system

Members were in receipt of details of the consultation re changes to the planning system. It was **AGREED** to instruct the Clerk to respond to consultation question 2.6 raising concern that in respect of the technical details, there is no requirement to consult with the community and others before making a decision but instead gives the planning authorities the option to carry out further consultation with such interested parties as they consider appropriate.

7.5 Norfolk Housing and Economic Land Availability Assessment

Members were in receipt of the methodology consultation which was noted.

7.6 Local Plan

It was noted that the Call for Sites form had been completed and sent to NNDC.

7.7 Parish Plan

There was no update.

7.8 Other Planning Matters (for information only)

There were no other planning matters to report.

8. Highways & Transportation

8.1 **FP10 Removal of Stile**

Members were pleased to note that the kissing gate has been installed by the Trails Team. The Chairman read out a letter from the PCC thanking the Parish Council for their quick response and satisfactory outcome.

8.2 **Advertising on verges**

An email from the Highways Engineer was read out and noted.

8.3 **Traffic Orders**

It was noted that an traffic order had been issued for emergency works on Craft Lane.

8.4 **Christopher's Close**

It was **AGREED** to support the proposal by NCC to introduce a 20mph zone at Christopher's Close.

8.5 **To receive any other Highway Matters** (for information only)

There were no other matters.

9. Finance & Regulatory Matters

9.1 **Payments and Receipts & Financial Statement**

The financial matters were **APPROVED** and the finance sheet signed by the Chairman and the Clerk as Responsible Finance Officer (refer attached).

9.2 **Actuals Against Budget to date** – These will be circulated before the May meeting.

9.3 **Building Society Account**

It was noted that the account at Nationwide had been frozen due to inactivity. It was **AGREED** that Cllr. Mackay and Cllr. Claxton be set up as signatories and be authorised to close the account. The balance will be transferred to the Savings account at Barclays.

9.4 **Minute Books**

The Clerk explained that all minutes have to be kept and not be disposed of and ideally they should be bound. It was **AGREED** to instruct the Clerk to obtain quotations for the binding of the minutes.

9.5 **Other Financial and regulatory matters**

There were no other matters to report.

10. Playing Field & Allotments

10.1 **Maintenance Works**

Adventure Playground – A date for installation of the new equipment has not yet been received.

It was noted that Cllr. Claxton has been carrying out the regular inspections of the play equipment and except for the issues of which the Parish Council are already aware there were no matters of concern.

Molehills – Refer item 16.1.

CYFC Storage Shed – There was no update. It was **AGREED** to remove this from the agenda.

Mound of soil – It was **AGREED** to remove this from the agenda. The Chairman advised that the school may have a use for it in their new Forest School (refer item 10.4).

New Flower Bed – The Chairman advised that he is yet to meet with the tree inspector to discuss what is required. Also refer item 16.2.

10.2 **Dog Ban**

Cllr. Youngman is to install the new signage (also refer item 6.1).

10.3 **Allotments**

The Chairman advised that the resident no longer wants an allotment. As no other parishioners are on the waiting list, the Clerk was instructed to contact the person at the top of the non parishioner waiting list to offer him the vacant plot.

10.4 **Forest School**

The Chairman advised that the school would like to set up a Forest School and are looking for a suitable piece of land. It was **AGREED** that the piece of overgrown land between the allotments and the boundary of the playing field be offered to the school.

10.5 **Community Litter Pick**

It was noted that Overstrand W.I. will not be litter picking in Northrepps this year. It was suggested that any members of the public who would like to organise a litter pick contact the Clerk for further information.

10.6 **Maintenance of Assets**

It was noted that the Maintenance Contractor had been asked to thoroughly clean the plastic bus shelter and secure the bench in place. The Chairman advised that he and Cllr. Bumphey would be carrying out the other works in due course.

10.7 **Other matters** (for information only)

There were none.

11. **Other works & projects**

There were none.

12. Correspondence

12.1 Correspondence received since 01 March 2016 (list circulated)

Norfolk ALC	Newsletters Broadband Consultation
Came & Co	Queen's 90 th birthday
PCC	Newsletter
CAN	Newsletter
EACH	Fundraising letter
Community Responder	Defibrillator check
Tesco	Bags of Help grant funding – <i>passed to school</i>
AONB	Election papers Sustainability Development Fund

All the above correspondence was noted and no comment made unless stated otherwise.

13. To receive items to be included on the next agenda and to consider any other business (for information only)

Update re Passing Places
Update re tree on bank by Forest Lodge
Emptying of litter bins

14. To note the date of the next meeting: Tuesday 03 May 2016 Annual Parish Council Meeting

15. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

As there were no quotations, the meeting remained open to the public.

16. To consider quotations

16.1 Molehills

The Chairman advised that a local pest controller is to visit the site and provide a quotation. It was noted that if the quotation is accepted, the playing field would have to be closed for a few days.

16.2 Tree Inspection

The Chairman is yet to meet with the tree inspector.

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16.3 **Church Street Noticeboard**

Quotations are still being sought for a suitable replacement noticeboard or replacement surface.

17. **Bus Shelter Cleaner**

It was noted that the person interested in taking on the role had since found alternative employment. It was **AGREED** that members, assisted by the staff at the Foundry Arms will sweep out the shelter when necessary.

There being no further business, the Chairman closed the meeting at 8.30pm.

Signed

Dated.....



NORFOLK
CONSTABULARY
Our Priority is You

Cromer Safer Neighbourhood Team

Northrepps Parish Council Meeting Report

29th February 2016 to 3rd April 2016

Crime Figures for this period –

There have been 2 reported crimes during this period

2 x Common Assault

Calls to Police - 9 Calls have been received from members of the public.

Police Surgeries

Details were forwarded to your clerk informing that parish mobile police surgeries were to cease due to lack of attendance. A poster of the new Cromer Town surgeries that are to take place on a weekly basis and these will be advertised on local notice boards. Such as Morrisons, Budgens, Barclays and Nat West Bank, Library and Tourist Information Centre.

Current priorities:

1. Speed Enforcement in Cromer and Surrounding areas.
2. High Visibility Patrols in Cromer and surrounding Parishes

The next Poppyland SNAP priority setting meeting was due to be held at Cromer Town Council Offices, North Lodge Park on Monday 18th April 2016 at 6.30pm – Members of the public are all welcome.

PCSO 8163 Allison Holmes – CROMER SNT

101

www.norfolk.police.uk
sntcromer@norfolk.pnn.police.uk

Supporting

**SAFER
NEIGHBOURHOODS**

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Report from County Councillor Wyndham Northam

- (1) COUNCIL TAX. THE INCREASE IN COUNCIL TAX IS DUE TO INCREASES BY THE COUNTY COUNCIL AND A 2% INCREASE BY POLICE. FOR 5th CONSECUTIVE YEAR DISTRICT COUNCIL NO INCREASE. 2% INCREASE TO COVER RISING COSTS OF ADULT SOCIAL CARE. 1.99% INCREASE TO MAKE UP FOR REDUCTION IN GOVERNMENT GRANT OF £28.733 M UNDERSPEND TO MAKE SAVINGS OF £4.2 M NEXT YEAR AND OVER £100 MILLION OVER NEXT 3 YEARS.
RSC TO UNDS IN 2020 - BUSINESS RATES AND COUNCIL TAX MAIN SOURCES
- (2) WINTER GRITTING. PREVIOUSLY REPORTED PREPARATIONS FOR WINTER GRITTING. DUE TO MILD WINTER, EXPECTED GRITTING RUNS NOT MATERIALISED. UNDERSPEND OF £365,000 ON GRITTING BUDGET WHICH WILL BE CARRIED FORWARD TO NEXT YEAR.
- (3) DEVOLUTION - PROPOSED COMBINED AUTHORITY OF NORFOLK SUFFOLK AND CAMBRIDGE. MUCH WORK TO BE DONE TO ARRIVE AT SATISFACTORY CONCLUSION. INTRODUCTION OF MAYOR.
- (4) PLEASED THAT PROPOSALS TO CLOSE FIRE STATIONS, LIBRARIES, RECYCLING CENTRES, MUSEUMS AND A REDUCTION IN ROAD MAINTENANCE WERE DELETED FROM FINAL BUDGET REPORT.

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District Councillor's Report April 2016

The whole of last month has been over run by two main topics. Shared Services and Devolution. We have endless discussions and presentations on both and, in the case of shared services, a trip to Oxfordshire to hear the experiences from South Oxfordshire and The Vale of The White Horse District Councils who share Senior Officers and Office Accommodation.

We held our Coastal Forum which is, I am happy to say, swelling in numbers and I had my usual trip to Westminster for the national coastal group where I lead on marine litter. It is interesting to note that the whales that beached in Germany about the same time that sperm whales were beaching on our coast, were found to have large quantities of plastic in their stomachs. 45% of marine litter comes from us, either from beach litter or through the sewerage system, we all need to remember the sad site of the beached whale before we discard inappropriately.

We are getting closer and closer to the full sharing of our Coastal Management teams. I went to Lowestoft to receive presentations from the three applicants for the position of Manager of Coastal Management East, and the successful applicant took up his position on April 1st. The position of Coastal Engineer is about to be resolved.

We anticipate full amalgamation by 1st May. With the change in legislation in respect of ASBOs, we are reviewing all of our Public Protection orders and you will be pleased to hear that the Dog Ban Order for your playing field is included in the review. As you may have seen our Scrutiny Committee (or the report of it in the EDP) highlighted apparently neglect of our duty to address the issue of dog mess. Through public participation and education, we receive very few complaints these days – mainly North Walsham where the Chairman of Scrutiny lives! But I would ask you to think about finding a voluntary Community Dog Warden and my officers would be happy to come and talk to you about it in the future. I don't know what else we can do to advise residents of the change of days for refuse collections over Bank Holidays! I didn't get any complaints, but our switchboard was inundated. I had my quarterly meeting with Kier's management last week and also The Norfolk Waste Partnership in Dereham. There is still quite a high level of contamination (wrong rubbish in the wrong bin) again, I don't know what more we can do, especially with our age profile and the high proportion of second / holiday homes. The Cromer Sea Defence Scheme is, at last, coming to an end. It has, sadly over run into the Easter Holidays, but I decided it was better to carry on through to the finish, than stop and come back further into the season. I am still not happy with the new Tarmac (or the lorry driver that smacked into No1) but once this is signed off, the contractors have to clear and tidy the site, and then at long last we can have our prom back. There is still some work to be done on the groynes, but that will not happen until the Autumn at the earliest. Just a brief word on Devolution. Cllr Fitzpatrick has been all over East Anglia trying to get the best he can for North Norfolk and I have had to stand in for him a great deal of the time. I honestly don't know where we are now. The proposal was prepared (version 10) in time for the Budget, since which time Cambridgeshire County Council has withdrawn and due to sickness I have not had the chance to catch up on the "latest". Tata Steel has rather taken Devolution away from the public eye. No complaints or queries since we last met, but there is a large pot hole at the end of Hall Road where it meets Cromer Road.

Cllr Angie Fitch-Tillett Poppyland Ward, NNDC

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Financial Matters:

Payments for approval at April meeting:

DD	Eon – Streetlighting	£ 22.54
101795	Norfolk ALC – Annual Membership	£ 188.10
101796	Community Action Norfolk – Annual membership	£ 20.00
101797	Norfolk Playing Field Assoc – Annual membership	£ 20.00
101798	Friends of Northrepps Primary School – S137 grant	£ 400.00
101799	Church Street Bus shelter cleaning (Dec & Jan)	£ 34.54
101800	Mrs J Warner – Salary & Expenses (March)	£ 221.82
101801	Norfolk Pension Fund (March)	£ 67.17
101802	HMRC – Paye (Jan/Feb/Mar)	£ 155.20
101803	Secret Gardens – Maintenance (March)	£ 150.00
101804	Berrymans – Glass Bank (March)	TBC

Receipts since last meeting:

Recycling credits	£ 254.70
Interest on bank accounts	£ 1.37

Financial Statement:

Reconciled balances @ 29 March 2016	
Community Account	£29925.79
Business Premium Account	£ 4754.54
High Interest Business Premium Account	£ 6287.36
Building Society Account	£ 123.37
	<u>£41091.06</u>
Less unrepresented cheques	<u>£ 800.00</u>
	£40291.06

NOTE: Original copy signed by Chairman and Clerk and kept with accounts