

Minutes of the Meeting of Northrepps Parish Council held on 04 July 2023 at 19.00 at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. V. Callaghan, Cllr. M. Millman, Cllr. E. Redmond, Cllr. M. Renaud,
Cllr. G. Smith
Clerk Mrs J. Warner

County Cllr. E. Maxfield & District Cllr. A. Fitch Tillett to item 6.1 incl.
1 member of the public.

1. Minutes of the Parish Council Meeting held on 06 June 2023

It was **AGREED** that the minutes of the Parish Council meeting held on 06 June 2023 be **APPROVED** as a true record. The minutes were signed by the Chairman.

The Chairman congratulated everyone involved in the very successful Armed Forces Day event in the village.

2. Apologies for absence

There were no apologies.

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

There were none.

4. Public Participation

The member of the public did not wish to address the meeting.

5. Police matters

5.1 Police Newsletters

Any newsletters were circulated and noted.

5.2 Other police matters

There were no matters to report.

6. District Council and County Council

6.1 County and District Councillor Reports.

Refer appendix for written reports which were circulated to members prior to the meeting.

Questions and updates from previous meetings:

Flooding – Cllr. Maxfield will pursue a date for the site visit.

Road safety on Norwich Road – Cllr. Maxfield will contact County Cllr. Adams with a view to meet to discuss the concerns.

Benjamin Court – Members voiced their concern in respect of the loss of the reablement units at Benjamin Court in Cromer. Cllr. Maxfield advised that as this is not within his area of responsibility he will make some enquires.

6.2 Any other County and District Council matters (for information only)

There were no other matters.

Cllrs. Maxfield and Fitch Tillett left the meeting.

7. Planning

7.1 Planning Applications and decisions

Planning applications for consideration

PF/23/1264 – 24-25 Hungry Hill – Proposed demolition and removal of existing outbuildings.
No objections

Planning applications considered under planning protocol

There were none.

7.2 Updates on live planning applications

PF/22/1708 – Glamping Pods at Shrublands Farm

Members were disappointed to learn that this application had been refused and voiced concern that it was refused due to being within the AONB yet the new local plan will allow for new football pitches with floodlighting.

7.3 Local Plan

It was noted that the proposed. local plan has been submitted to the Secretary of State. Refer 7.2 above too.

7.4 Other Planning Matters (for information only)

Broadgate Close Development – The Clerk was asked to contact District Cllr. Fitch Tillett to find out when the S106 funding for the play area will be available.

8. Highways & Transportation

8.1 Traffic Regulation Orders

Any traffic orders had been circulated to members.

8.2 **Track behind The Old Rectory, FP6 and FP11**

Members were in receipt of emails advising that the County Council have decided to make an order to make the track behind The Old Rectory into a Byway Open to All Traffic (BOAT) and that FP6 and FP11 will be upgraded to Restricted Byways.

8.3 **Other Highway Matters** (for information only and inclusion on the next agenda if appropriate)

Parish Partnership Scheme – Members were in receipt of a letter from NCC Highways re the Parish Partnership Scheme for 2024. No projects were put forward.

Highway Rangers – it was noted that a list of items requiring attending has been emailed to NCC Highways.

Bulls Row – It was noted that vehicles parked at the top of Bulls Row are causing congestion. The Clerk was asked to contact the Highways Engineer and Cllr. Maxfield to ask whether double yellow lines could be installed or whether there are any other solutions.

Speed Sign on Norwich Road – It was noted that this is not working. The Clerk will report this to NCC.

Speed of Traffic on Rural Roads – The Clerk was asked to contact Duncan Baker MP to raise concern at the inappropriate speed of traffic on the rural lanes around the parish. It was felt that this is a problem in many of the parishes with numerous near misses.

9. **Finance & Regulatory Matters**

9.1 **Payments and Receipts & Financial Statement**

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

9.2 **Actuals Against Budget**

Members were in receipt of the monthly budget sheets which were noted.

9.3 **Bank Reconciliation to 30 June 2023**

Members were in receipt of the bank reconciliation to 30 June 2023 which was **APPROVED**. This was signed by the Chairman and by the Clerk as RFO.

9.4 **Review of policies**

Members were in receipt of the following policies which were reviewed and no changes made:

- Standing Orders
- Financial Regulations
- G.D.P.R. Policy

Freedom of Information Publication Scheme.
Further policies will be reviewed at the next meeting

9.5 **Co-option of members onto the council**

It was noted that the two vacancies have been advertised and that the deadline for applications is 08 July 2023.

9.6 **Any other financial and regulatory matters** (for information only)

There were no other matters.

10. **Playing Field & Allotments**

10.1 **Grounds Maintenance, Repairs & RoSPA Inspection**

Repairs and inspections

Cllr. Mackay is yet to paint the springers. The bonfire debris has not been cleared.

Barrier to playing field – No Dog signs have been erected.

Adventure Playground – It was noted that more palings are missing.

Gardens near Village Sign – Cllr. Smith advised that the volunteers who were recruited last year feel that the garden is so overgrown it is too much for them thus he had received a quotation to strip out the beds in the autumn and replace the top soil and replant the beds in the spring. The rotting wooden barrels will also be removed. The Clerk advised that there is only £100 in the budget so any additional costs would have to come from cash reserves. It was **agreed** to fund £500 towards the costs from cash reserves. Cllr. Smith advised that the contractor can provide public liability etc.

10.2 **Parish Noticeboards**

Repairs to the board on Church Street will be progressed at the earliest opportunity.

Cllr. Smith will look at repairing the noticeboard by the village sign but costs of replacement board will also be obtained. Keys will be sourced for the other noticeboards in order that members can assist in keeping the notices up to date.

10.3 **Self sown oak tree**

There was no update.

10.4 **Rospa Inspection**

It was noted that the inspection will take place in June.

10.5 **Tree Inspection**

The inspection report was circulated to members. The Clerk will obtain quotations for the necessary works listed in the report.

10.6 **Hedge outside Village Hall**

Members were in receipt of a quotation from the contractor to reduce the height of the hedge and widen the entrance to the car park. Cllr. Mackay will obtain a photo of how tall the hedge used to be and ask the Village Hall Committee whether they would contribute towards the costs. This item will be carried forward to the next meeting.

10.7 **Allotment and asset inspection**

It was noted that the annual inspection will take place on Sunday 09 July at 09:00 starting at the Craft Lane site.

10.8 **Bucking Bronco at private event**

The Clerk advised that a hirer of the Village Hall had asked the booking clerk whether they could have a Bucking Bronco on the playing field. It was noted that the enquirer had been asked to contact the Parish Council but nothing had been heard. It was stressed that should such a request be received, the Parish Council insurers would be asked for advice and that the hirer would likely need to show proof of public liability insurance, a risk assessment and also the operator of the equipment should be present throughout.

10.9 **Dogs being exercised on Playing Field**

It was noted that extra signage had been put up at the playing field and also on social media. NNDC Environmental Protection Rangers are making visits to the site but the problem looks to have lessened.

10.10 **Other playing field and allotment matters** (for information only)

Defibrillator – It was noted that the Defib outside the Foundry has been showing error messages and that the battery and pads are nearing their expiry dates. This is being monitored to check that it is now working. A quotation has been received in case it needs to be replaced.

It was noted that the Village Hall Committee are also considering purchasing a defib for installation outside the Village Hall and it was felt that it is more important to have a defib there where there is more footfall.

Armed Forces Day – It was noted that the organisers of the event had checked the site after the event and cleared any litter and had sent an email thanking the Parish Council for waiving the booking fee for the use of the playing field.

CYFC – The Clerk was asked to remind CYFC that the goals should not be positioned in front of the doors to the village hall and should be cleared away after use but that there should still be room for allotment tenants to drive around the edge of the field. CYFC will also be notified

of the dates of the Firework event in November and the Armed Forces Day in 2024. They will also be asked to forward the fixture list and training dates for the 2023/4 season as soon as they are available.

11. Correspondence

11.1 Correspondence received since 06 June 2023 (circulated)

Norfolk ALC & Wellbeing	Newsletters
NCC	Update re Norwich Western Link
Community Action Norfolk	Newsletters
NPower	Electricity charges for street lights

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

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

There were no other matters to report.

12. To note the date of the next meeting: 19:00 on 05 September 2023
NOTE: THERE WILL BE NO MEETING IN AUGUST 2023

There being no further business, the Chairman closed the meeting at 20:30

Signed

Dated.....

DISTRICT COUNCILLOR'S REPORT

July 2023

Cabinet Approvals:

I was unable to observe Cabinet in person due to diary conflicts. However, I was disappointed to see that for the first time in my 20 years of experience as your District Councillor, that last year's budget showed a large deficit. The new appointments as Portfolio Holders are very confusing and bears no relation to the senior officer structure.

Full Council Decisions:

Full Council received reports from all Portfolio Holders, although these were incomplete as I noticed many omissions in the "Meetings Attended" section of their reports. Less than half of the cabinet are re-elected Councillors and only the Leader has served more than one term. I asked The Leader which Portfolio Holder was responsible for dog on beaches signage as it could have been anyone of 3! The reason being that I had received a complaint in respect of Overstrand Promenade – details below. He undertook to resolve this – and then a week later asked if it was Doctors Steps in Cromer!

Ward Issues:

I have ongoing complaints in respect of overgrown verges – passed on to Cllr Maxfield as County Council is responsible for this.

I called in the Shrublands Farm Camping Pods Application, which, I'm sorry to say was refused. Development Committee was chaotic, members needing clarification from officers when they should have asked them before the meeting, also changing their minds between amendments and the final vote!

As mentioned above, I had a complaint that a directional sign was pointing dog owners down the Overstrand Promenade ramp towards Cromer, where the steps to the beach were very unsafe and the beach level had dropped to make access very risky. I'm glad to say the steps have now been repaired, but we can do nothing about the beach levels! There is a safer access behind the revetments.

Works on the Pauls Lane Car Park came as a surprise to all of us and I registered my disappointment with the lack of communication to both the portfolio holder and the Head of Property. I have had no reply other than a rather lame excuse from the Head of Property.

Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC

County Councillor's report – July 2023

Parking restrictions

You might have seen the press report about new parking restriction schemes in the county: <https://www.edp24.co.uk/news/23593738.norfolk-roads-get-parking-restrictions/>

They are agreed by something called the Norfolk Parking Partnership which is a joint committee between the County Council and the seven District Councils.

I have asked the head of Highways at County Hall how programmes are added to the plan, how local communities are involved and how councillors are made aware of opportunities to suggest schemes. And how they decide which ones to take forward.

A number of programmes are included for coastal communities in this latest list, but it is a regular source of frustration locally that the western end of the coast gets attention when places like, for example, Mundesley, face ever growing problems with parking without any willingness to invest in solutions.

No reply yet but I will let you know when I get one!

End of the road for the Norwich Western Link?

The County Council has announced it is suspending work on the Western Link (the missing bit of the 'NDR' road) for three months. This is because the government has not confirmed that it will pay its share of the total cost. With money tight and a change of government likely in a year's time we must be getting close to the point where the County Council decides to cut its losses and abandon the scheme altogether.

Adding projects to the list of infrastructure projects

I asked this question about how projects can be added to the programme of infrastructure projects after a new list was published by Norfolk County Council:

It was good to finally see some North Norfolk projects included in the Strategic Infrastructure Development Plan, particularly investment in the Weavers Way. Some years ago I suggested that investment in the Paston Way between North Walsham and Mundesley to make the route fully accessible for cyclists, wheelchairs and pushchairs could significantly increase active travel along the route to schools and shops and work. How are new projects invited on to the Plan and decisions made about what should be included?

This is the reply I received:

The Norfolk Strategic Infrastructure Delivery Plan (NSIDP) is reviewed annually as projects are progressed through to delivery and new schemes come forward. The production of the 2023 NSIDP begins in May where Planning and Economic Development officers from the County and District Councils work jointly to update progress on existing projects and propose new projects to be included in the next version of the plan. To be included in the plan projects have to meet the following criteria: delivering significant housing and jobs growth, identified in existing plans/programme and have a committed route to delivery. We will raise this project suggestion with colleagues both from the County Council and North Norfolk District Council so inclusion can be considered for the next iteration of the plan.

Not a terribly clear answer so I have asked for more information. I will let you know when I learn more.

Ed Maxfield

www.edmaxfield.org.uk

Financial Matters:**Payments to be considered at July meeting:**

102501	Secret Gardens – Maintenance & Repairs (June)	£ 200.00
102502	Clerks Salary & Expenses (June)	£ 263.32
102503	Norfolk Pension Fund (June)	£ 91.00
102504	HMRC – Paye (April/May/June)	£ 177.80
102505	D Gillett – Tree inspection	£ 340.00

Direct debit payments:

17/06/23	NPower Street Light Electricity (for May)	£ 58.23
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Receipts since last meeting:

05/06/23	Bank Interest	£ 13.21
05/06/23	Bank Interest	£ 9.99

Financial Statement:

Reconciled balances as at 28/07/2023

Community Account	£11638.20
Business Premium Account	£26348.70
Business Premium Account	<u>£ 4800.91</u>
	£42787.81

Less cheques issued but not banked

102496	£ 600.00
102481	£ 20.00
102419	£ 100.00

Balance	£42067.81
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NOTE: £20,000 transferred from Community Account to premium account

Signed
Chairman *Responsible Financial Officer*

Dated

NORTHREPPS PARISH COUNCIL

Bank reconciliation for quarter ended 28 June 2023

	£
Balance as at 01 April 2023	<u>37474.69</u>
Total Receipts	10602.38
Less Total Payments	<u>6009.26</u>
Balance as at 28 June 2023	<u>42067.81</u>

These Cumulative funds are represented by:

Northrepps P. C. Community Account	11638.20
Business Premium Account	4800.91
Business Premium Account	<u>26348.70</u>
	42787.81
Less outstanding cheques:	
102419	£100
102481	£ 20
102496	£600
	<u>720.00</u>
Reconciled balance at bank	<u>42067.81</u>

Signed.....
Chairman

Signed.....
Responsible Financial Officer

Date.....

Date.....