



NORTHREPPS PARISH COUNCIL

Minutes of the Parish Council Meeting

Held on Tuesday 4th November 2025 at Northrepps Village Hall

Present:

Parish Councillors: A Mackay (AM)(Chair), L Fish (LF), M Millman (MM), W Hannant (WH), V Callaghan (VC), C Pearce (CP), G Smith (GS)

District Councillors: A Fitch-Tillett (AF-T) (left at 7.17pm)

County Councillors: E Maxfield (EM) (left at 7.06pm)

Parish Clerk: Jasmine Dewbery

Members of the public: 0

The meeting opened at 7.00pm.

1. AGOLOGIES FOR ABSENCE – (To be recorded, the Clerk should be notified no later than 5pm on the day of the meeting)

Cllr W Risebrow

2. DECLARATIONS OF INTERESTS & REQUESTS FOR DISPENSATIONS

AM – PA/25/2272

3. MINUTES - (Standing Order: 3t vii approve resolutions made as an accurate record; Standing Order: 12a – emailed with agenda, taken as read)

It was proposed by LF, seconded by MM and with all in favour it was RESOLVED to approve the minutes of the meeting held on 7th October 2025.

4. TO RECEIVE INFORMATION ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA

Clerk's Report received

No matters arising

5. PUBLIC PARTICIPATION – To allow Public participation to 10 minutes (3 minutes per person) –

(Standing Orders: 3e – items on this agenda; 3f – total duration max 10 minutes; 3g – max 3 mins per person; 3h- questions do not require a response at this meeting)

None

Signed

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6. POLICE

6.1 To receive Police Newsletters

None

6.2 To consider any other Police matters (for information only)

None

7. COUNTY COUNCIL & DISTRICT COUNCIL

7.1 To receive any reports/updates from NCC & NNDC

NNDC - Written report distributed prior to the meeting.

NCC - Written report distributed prior to the meeting. EM discussed the budget consultation.

7.2 To receive any other County Council & District Council matters (for information only)

None

8. FINANCE AND STRATEGY – To receive and approve Financial Matters:**8.1 To approve payments for approval since October meeting (including any clerk's expenses)**

It was proposed by LF, seconded by GM and with all in favour it was RESOLVED to approve all payments since October meeting, as per Financial Matters sheet, plus two additional payments to the Foundry Arms £98.82 (approx) and Mundesley Butchers £185 (approx) when invoices are received.

8.2 To receive Bank Reconciliation up to 31.10.25

Received

8.3 To receive a summary of Receipts and Payments

Received as part of Financial Matters sheet.

8.4 To receive any updates on Finance matters (for information only)

Still awaiting cheque book from Barclays. Clerk asked Chair to contact them as well.

Discussion around adopting a grant policy and having an application form.

8.5 To discuss and agree the budget for 2025/26 and any actions arising.

It was proposed by AM, seconded by WH and with all in favour it was RESOLVED to approve the budget for 2025/26. The precept will be £21,990 which is a 1% increase.

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

Correspondence: To receive and agree response upon any correspondence

None

10. PLANNING**10.1 To receive any planning applications & agree responses**

PA/25/2272 - Coach House Barn – It was agreed there is no objection.

PF/25/2358 - 7 Stevens Road – It was agreed there is no objection.

10.2 To receive updates on existing planning applications

None

Signed

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10.3 To receive any other planning matters (for information only)

None

11. Highways, Transportation and Public Rights of Way**11.1 To receive any traffic orders**

None

11.2 To discuss and agree whether to proceed with the Parish Partnership application. The sum of £9,500 (50% of costs) will be due from NPC. It needs to be agreed whether NPC pay up front and respectively seek costs back from the Church or whether the Church can pay on approval of the application. The application deadline is 1st December.

It was proposed by AM, seconded by GS and with all in favour it was RESOLVED for NPC to pay and recover the costs from the Church later.

11.3 To receive any other highways matters (for information only)

Pine Bank Barn – the turning/bend sign is loose and needs tightening. Report to Highways.

The flashing speed sign over the bridge towards Cromer isn't working. Report to Highways.

Verges and trees are still overgrown in the village. Report to highways.

12. PLAYING FIELD, MAINTENANCE AND ALLOTMENTS**12.1 To receive any updates**

Half of the allotment fees have been received. Clerk to chase up the rest.

12.2 ROSPA Inspection – discuss report findings and agree any actions required

Defer as awaiting quote for fencing.

12.3 To consider any other playing field or allotment matters (for information only)

None.

12.4 To agree quote for tree inspection at £320.00

It was proposed by Cllr AM, seconded by CP and with all in favour it was RESOLVED to accept this quote and go ahead with tree inspection.

13. TO AGREE NEW RISK ASSESSMENT FOR THE FIREWORKS EVENT

It was proposed by AM, seconded by MM and with all in favour it was RESOLVED to accept the new risk assessment moving forwards.

14. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY – (Standing Orders: 9b – agenda items to be received at least **7 clear days** before the meeting; 9f – the Proper Officer's decision whether to include the items on the agenda shall be final)

ROSPA fence quote

Clerk's Training

Grant Policy and application

Approved Suppliers List

15. DATES OF FORTHCOMING MEETINGS

Parish Council Meeting – Tuesday 2nd December 2025 7pm

Signed

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It was proposed by AM, seconded by WH and with all in favour it was RESOLVED to suspend the January meeting unless there is urgent business.

The meeting closed at 7.35pm

Signed

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