

## **Minutes of the Meeting of Northrepps Parish Council held on 03 February 2015 at 7.00 pm at Northrepps Village Hall**

### Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,  
Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. J. Miles, Cllr. S. Penlington, Cllr. J. Youngman  
County Cllr. W. Northam  
Clerk Mrs J. Warner  
4 members of the public

#### **1. Minutes of the Parish Council Meeting held on 06 January 2015**

It was **AGREED** that the minutes of the Parish Council meeting held on 06 January 2015 be **APPROVED** as a true record. The minutes were signed by the Chairman.

#### **2. Apologies for absence**

Apologies were accepted from Cllr. Lawes (work), Cllr. Riggott (holiday) and were noted from District Cllr. Fitch Tillett and PCSO Holmes.

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

Cllr. Mackay and Claxton declared an interest in planning application PF/15/0097.

#### **4. District Council and County Council**

##### **4.1 County Cllr. Report**

Cllr. Northam gave a report (refer attached) on his work as County Councillor. In the absence of the District Councillor he also gave a brief update on her behalf.

*Cllr. Northam left the meeting*

#### **5. Public Participation**

##### **It was resolved that the meeting be closed for public participation**

A member of the public thanked all the land owners who keep clear the Public Rights of Way across their land and asked that the Parish Council continue to chase up Highways when issues are reported.

*The meeting was reconvened*

#### **6. Police**

##### **6.1 Police report**

The Clerk read the report from PCSO Holmes (refer attached).

It was noted that a pan-parish meeting is to be called to discuss the 50:50 partnership scheme. The Clerk will circulate information to members once the date has been confirmed.

The Chairman raised concern that Parish and Town Councils are being asked to take on the funding of police and NCC and NNDC responsibilities.

## 7. Planning

### 7.1 Planning Applications for consideration

Members of Northrepps PC **AGREED** to make the following responses:

*Cllrs. Mackay and Claxton left the meeting. Cllr. Fish took the Chair.*

PF/15/0057 Erection of single-storey extension to existing portable building (briefing/refreshment room) at Northrepps Aerodrome – No objections

*Cllrs. Mackay and Claxton rejoined the meeting. Cllr. Mackay took the Chair.*

PF/15/0023 – Erection of two-storey side, single-storey rear extensions and detached double cart shed garage at 73 Crossdale Street – No objections

PF/14/1675 – Installation of 150kw ground mounted PV array and associated electrical equipment at Manor Farm, Crossdale Street – No objections

PF/15/0041 – Erection of single-storey rear extension and front porch at 3 Craft Lane - No objections

PF/15/0091 – Erection of single-storey rear extension and installation of decking to rear garden at Colwyn, 20 Stevens Road – No objections

PF/15/0097 – Variation of condition 2 of planning permission ref 96/1393 to permit to change operating hours FROM 9am-6pm on any day TO 9am-8pm Monday to Saturday and 9am to 6pm on Sundays all year – Members raised concern in respect of noise and ask whether a six month trial can be held before a decision is made.

### Planning Decisions from NNDC/NCC:

There were none.

### 7.2 Gallus Close (former Cherryridge site)

Members were in receipt of revised plans for the site which had been forwarded by the developer. These were noted and no comment made.

### 7.3 Other Planning Matters (for information only)

It was noted that planning application PF/14/1534 has been withdrawn.

## 8. Highways & Transportation

### 8.1 Update from previous meeting

A149 Gritting – It was noted that the road is being gritted when necessary but motorists need to remember that ice can still form on gritted roads.

Craft Lane – Grip cleaning has been programmed. It was noted that the hedgerow on the right hand side needs cutting back – The Chairman will contact the landowner concerned.

Public Right of Way near airfield – NCC are checking this.

8.2 **Maintenance of Public Rights of Way** – The Clerk provided an update from NCC. It was **AGREED** to continue to report issues to NCC Highways and/or the landowner as necessary.

8.3 **Road Closure**

It was noted that the A140/A149 is to be closed for highway resurfacing on 7<sup>th</sup> & 8<sup>th</sup> February.

8.4 **To receive any Highway Matters** (for information only)

The Clerk was asked to contact NCC Highway to report the following:  
Potholes near Village Sign and up Hungry Hill  
Litter on verges at Crossdale Street  
Overgrown trees/shrubs on verge of New Road near Grove Farm

## 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). The monies from the sale of burgers etc at the Firework Display is yet to be received.

9.2 **Actuals Against Budget to date** – Members were in receipt of the Actual Receipts and Payments against Budget which were noted.

9.3 **VAT**

The Clerk advised that she had contacted NALC in respect of whether VAT needed to be charged in relating to hiring of the playing field. The advice given was as follows:

*If the PC is VAT registered then yes you will have to charge VAT on the marquee prices. Anything to do with a wedding function is always VAT'able. If the PC is not VAT registered and just do a periodic VAT126 claim then no need to charge VAT.*

9.5 **Other Financial Matters** (for information only)

It was **AGREED** to consider an urgent matter as follows:

**Community Defibrillator**

The Clerk read an email from Mr Begley advising that the Defibrillator Pads are due to expire later this month and that the battery will need to be replaced within the next 12 months. Replacement pads cost £25 and last up to 24 months. Batteries approx £200 and last up to 4 years unless used. It was **AGREED** that the Parish Council take on the responsibility of paying for the replacement pads and batteries. Mr Begley on behalf of EEAST will continue to check the equipment on a weekly/monthly basis.

## 10. Playing Field & Allotments

### 10.1 Maintenance Works

Refer item 16 below.

### 10.2 Dog Ban

The Clerk has passed the signs to Cllr. Laws.

### 10.3 Bank near Village Sign

Refer item 16.

### 10.4 Other matters (for information only)

There were no other matters to report.

## 11. Other works & projects

### 11.1 Art Exhibition

The Chairman advised that he had suggested to Alison Harvey that an Art Exhibition be held in the village. Alison will arrange this.

### 11.2 CPR Training

Members were pleased to learn that the Community First Responders would like to hold a CPR training session in the Village Hall. Cllr. Miles suggested that the Village Hall committee should waive hire fees of the hall for this important training.

## 12. Correspondence

### 12.1 Correspondence received since 06 January 2015 (list circulated)

<b>Norfolk ALC</b>	<b>Weekly Updates – Clerk to attend Spring Seminar</b>
<b>NNDC</b>	<b>Wider Engagement Scheme – 04 Feb 2015</b> <i>Clerk to attend</i>
<b>Rural Services Network</b>	<b>Weekly updates</b>
<b>Rural Housing Alliance</b>	<b>Affordable housing</b>
<b>Norfolk PCC</b>	<b>Weekly updates</b>

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)

It was requested that thanks be recorded in the minutes to the ladies who look after the planters and the area near the village sign and also to Hayley Claxton who regularly sprays the weeds around the village.

## 14. To note the date of the next meeting: Tuesday 03 March 2015 at 7pm

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

It was **AGREED** that in view of the nature of the matters to be discussed that the public and press be excluded from the meeting.

*The members of the public left the meeting.*

**16. Adventure Playground**

Quotations are still awaited.

**17. Bank near Village Sign**

Quotations are still awaited. Cllr. Youngman advised that he can supply some railway sleepers at no cost. It was suggested that the planting ladies are invited to do the planting.

There being no further business, the Chairman closed the meeting.

Signed .....

Dated .....