

Minutes of the Meeting of Northrepps Parish Council held on 07 July 2015 at 7.00 pm at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. J. Bumphrey, Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. S. Penlington, Cllr. S. Riggott
Clerk Mrs J. Warner
1 member of the public

1. Minutes of the Parish Council Meetings held on 19 May 2015 & 16 June 2015

It was **AGREED** that the minutes of the Parish Council meetings held on 19 May 2015 and 16 May 2015 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Youngman due to work commitments and Cllr. Laws due to meeting at Cromer Cricket Club. Apologies were also noted from Cllr. Northam, Cllr. Fitch Tillett and PCSO Holmes.

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

There were none.

4. Councillor Responsibilities

The following responsibilities were **AGREED**:

Cllr. Bumphrey & Cllr. Claxton – Planning
Cllr. Laws – Inspections of playing field

5. Cheque Signatories

It was **AGREED** that Cllrs. Bumphrey, Fish, Mackay and Riggott be appointed as cheque signatories.

6. Councillor Training

The Clerk provided information in respect of forthcoming training events but members felt that at present no training was necessary.

7. Public Participation

It was resolved that the meeting be closed for public participation

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

The meeting was reconvened

8. Police

5.1 Police report

The police report was read out and noted.

9. District Council and County Council

9.1 **District Councillor Report**

The District Councillor report was read out (refer attached) and noted. It was **AGREED** to add Parish Plans and Neighbourhood Plans to the next agenda for discussion.

10. Planning

10.1 **Planning Applications for consideration**

PF/15/0639 Change of use to mobility centre and electric bike showroom with workshop/office/storage at 4 Old Station Yard, Norwich Road – Members **AGREED** to raise no objections.

PF/15/0759 Demolition of single and two-storey extensions and erection of two storey side and front extensions and relocation of access to north/east of site at 34 Bulls Row – Members **AGREED** to raise no objections.

Planning Decisions from NNDC/NCC:

PF/14/1559 Demolition of buildings and erection of forty dwellings, refurbishment of existing dwelling, contouring of site, alterations of the existing access and off-site highway improvements at Former Cherryridge Poultry site – Permit

PF/15/0215 & LA/15/0216 Conversion of garage/store room outbuilding to study/garden room and chimney/flue at 20 Church Street – Permit

PF/15/0221 Change of use of agricultural workshop to artist studio/workshop and insertion of velux windows to rear roof slope at Coach House Barn, Winspur Barns – Permit

PF/15/0426 Variation of condition 7 of planning permission 96/1393 to permit the increase of 6 carts to a maximum of 10 carts in use (ie with their engines running) at any one time at Karttrak, Hall Road - Permit

10.2 **Other Planning Matters** (for information only)

It was noted that NNDC are dealing in respect of a possible breach of planning control at a property on Church Street

11. Highways & Transportation

11.1 **Parish Partnership Scheme**

Details of the scheme for 2016/17 were noted and will be kept on file.

11.2 **Quiet Lanes**

The reply from Highways was read out. It was noted that Highways and Cllr. Northam had already corresponded with the complainant and have advised the current situation re speed limits on rural roads.

11.3 **Signage on Crossdale Street**

It was noted that the matter raised by a resident has been passed to Highways to deal. Members suggested that if the trees are cut back it will improve the visibility of the sign or the sign could be moved further along the road.

11.4 Sewerage on Craft Lane

It was noted that Anglian Water have cleared a number of blocks in the locality recently some of which have been caused by fats, oil and grease. The sewers are to be jetted and camera'd before Capital Works undertake any repairs.

11.5 To receive any Highway Matters (for information only)

The Clerk advised that a complaint has been received in respect of speeding on Bulls Row. The Police have suggested that the resident keeps a note of incidents and reports them to the police. Members asked that the police add Bulls Row to the waiting list for speed monitoring.

12. Finance & Regulatory Matters

12.1 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.

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

12.3 Bookings for Playing Field

The Clerk provided an update in respect of bookings. It was noted that one person still hadn't paid despite assurances that cheques had been posted on two occasions. It was **AGREED** to take no further action and in the future to liaise with the village hall to ensure that there is no access unless all fees have been paid in advance.

12.4 Annual Report

Members were in receipt of the draft Annual Report, which was **APPROVED**.

12.5 Review of regulatory documents

Members were in receipt of the following documents all of which were reviewed, updated and **APPROVED**:

- Standing Orders
- Financial Regulations
- Financial Control Specification
- Financial Risk Management Policy
- Parish Council Risk Assessment
- Freedom of Information Act Publication Scheme

The revised documents will be uploaded to the Parish Council website.

12.6 Other Financial Matters (for information only)

There were no other matters to report.

13. Playing Field & Allotments

13.1 Maintenance Works

Adventure Playground – The Rospa inspection report was circulated to members and it was noted that numerous repairs are required and that much of the equipment only has a life expectancy of 3-5 years. It was suggested that in view of this, the proposed works to the current playsurface may not be financially viable. The Clerk was asked to obtain quotations for all the necessary repairs.

An update in respect of the S106 funding is awaited from NNDC. The Clerk advised that the weekly inspection sheets now have to be kept on file for 21 years. The Chairman will ask Cllr. Laws to return to the Clerk the sheets completed to date for safe keeping.

Molehills – A quotation from Pest Express was considered and **ACCEPTED**. The Clerk was asked to advise the school and CYFC once the date for the works is known.

Mound of soil – It was **AGREED** to ask CYFC to remove the mound of soil and any stones left on the pitches. It was also suggested that representatives from the Parish Council meet with CYFC to inspect the works once complete.

13.2 Dog Ban

As no response has been received from Cllr. Laws in respect of the signs, it was **AGREED** to instruct the Clerk to order new signs. Cllr. Youngman will arrange for the signs to be installed.

13.3 Bank near Village Sign

It was noted that the works are complete and receipts for the plants and compost passed to the Clerk for reimbursement. Further planting will be arranged in the autumn.

13.4 Other matters (for information only)

There were no other matters to report.

14. Other works & projects

There were no matters to report.

15. Correspondence

15.1 Correspondence received since 19 May 2015 (list circulated)

Norfolk ALC

Weekly Updates

NCC

Norfolk Coast Sustainable Development Fund

Resident

Letter re noise complaints

Open Gardens

Letter of thanks

North Walsham TC	Invitation to Civic Service
Community Action Nfk	Various newsletters and updates
RVS	Home & Well scheme
Norfolk Age UK	Open Gardens

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

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

17. To note the date of the next meeting: Tuesday 04 August 2015

There being no further business, the Chairman closed the meeting

Signed

Dated

Aylmerton Parish Council Meeting Report
12th May 2015 to 14th July 2015

CRIMES

There have been no Crimes reported during this period

1 x Threats to destroy or Damage Property

1 x Causing Harassment Alarm or Distress

1 x Having an article with a blade or point in a public place

Calls to Police

There were 13 calls in total for this period from Members of the Public .

Mobile Police Surgery

The next Mobile Police Surgery will be held on the Wednesday 12th August 2015 between 12pm and 1pm outside the village hall. This will be advertised in the local press and on the notice boards around the village.

We are also holding a surgeries at Morrisons on 24th July 2015 between 12pm and 1pm and Budgens on 27th July 2015 between 12pm and 1pm.

Current priorities:

1. Speed Enforcement in Cromer and Surrounding areas.
2. High Visibility Patrols in Cromer and surrounding Parishes
3. Address Anti Social Behaviour by Street Drinkers in the Poppyland Area

The next Poppyland SNAP priority setting meeting will be held at Cromer Town Council Offices, North Lodge Park on Monday 24th August 2015 at 6.30pm. Members of the public are welcome to attend.

PCSO 8163 Allison HOLMES
Cromer SNT

District Councillor's Report
July 2015

Life has just about settled down again after the elections, we are working up our Corporate Plan which mirrors our pledges set out on our Election Literature.

Our new Cabinet members are settling in well and getting to know their staff and the issues. I have had a couple of catch up meetings with both the Coastal Department and Environmental Services.

I was delighted to be asked to the opening of the Aspinal education centre at the Cley Norfolk Wildlife Trust Centre, and to be in the presence of Sir David Attenborough no less. I became a Scooper Hero outside Sheringham Primary School, clad in cape and mask and accompanied by an Environmental Health Officer in a dog onesie, handed out leaflets and stickers reminding people to clear up after their dogs. You may have seen the picture in the EDP!

I was sorry to see that no one from Northrepps (other than Eddy Anderson) came to the Norfolk Coast Partnership summer forum held at Templewood. You missed a really good day based on the River Mun which as one of the 9 Norfolk Chalk Rivers is being reinstated to its natural state by a group of wonderful volunteers which includes the children from Northrepps Primary School. I had to leave one baronial heap for another and rush over to Holkham for the 10 Year anniversary reception of the Norfolk Community Foundation which gives grants to community projects.

I was however pleased to see several Northrepps residents at the unveiling of our Poppy Statue, where I had to stand in for our Leader and read the poem "In Flanders Fields". You may have heard that we have changed the front gardens at the Offices from formal lawns to a wild flower meadow, we found it quite remarkable that at the statue opening this meadow was covered in red poppies, especially as we hadn't planted any!

I have had to report a blocked sewer outside my house twice in the last month together with that in Frogshall – as a result Anglian Water flushed the whole lot though last Saturday.

I would like you to think about preparing a Parish Plan to sit under The Council's plan which is about to be revised. This will give you a lot more say in where development (if any) should take place in to the future. There's lots more of course, buildings of note, conservation area etc, etc, but I really think Northrepps should plan its future and I hope you will agree.

I have noted several planning applications have been received in the last few weeks and would welcome a copy of any comments you may wish to make.

Thank you to your clerk for copying me in on the supposed noise complaint in respect of model aircraft noise and can confirm that my Environmental Services team are also unaware of any complaint. Other than that I have received no complaints or queries since we last met.

Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC

Financial Matters:

Payments made in June

DD	Eon Street Lighting	£ 24.10
101715	Mrs J Warner – Salary & Expenses (May)	£ 241.70
101716	Mr D Whincop – Bus shelter cleaning	£ 176.18
101717	Mr G Risebrow – Bus shelter cleaning	£ 122.00
101718	VOID	
101719	Norfolk Pension Fund – Pension (May)	£ 67.17
101720	Secret Gardens – Maintenance and extra works	£1230.00
101721	FCC Recycling – Glass bank (May)	£ 32.21

Payments for approval at July meeting:

DD	Eon Street Lighting	£ 23.32
101722	Play Safety - Rospa inspection	£ 85.20
101723	T T Jones- Street Light Maintenance	£ 96.02
101724	FCC Recycling – Glassbank	£ 32.21
101725	Pest Express – Report re molehills	£ 30.00
101726	Jane Halls – Plants for new area	£ 115.23
101727	Information Commissioner – Data Protection	£ 35.00
101728	Mrs J Warner – Salary & Expenses (June)	£ 225.92
101729	Norfolk Pension Fund – Pension (June)	£ 67.17
101730	HMRC – Paye (April/May/June)	£ 194.80
101731	Secret Gardens – Maintenance (June)	£ 190.00

Receipts:

Interest on accounts	£ 1.48
Hire of playing Field	£ 50.00

Financial Statement:

Unreconciled balances @ 26 June 2015	
Community Account	£14714.92
Business Premium Account	£ 6285.02
High Interest Business Premium Account	£ 4752.77
Building Society Account	<u>£ 123.37</u>
	£25876.08

Note: The original copy has been signed by the Chairman and the Clerk as RFO and retained with the Parish Council Accounts.