

Minutes of the Meeting of Northrepps Parish Council held on 01 September 2015 at 7.00 pm at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. V. Callaghan, Cllr. S. Riggott, Cllr. J. Youngman
Clerk Mrs J. Warner
District Cllr. Fitch-Tillet (to item 7 incl)
County Cllr Northam (item 6 only)
PCSO Holmes (to item 5 incl)
3 members of the public

1. Minutes of the Parish Council Meeting held on 04 August 2015

It was **AGREED** that the minutes of the Parish Council meeting held on 04 August 2015 be **APPROVED** as a true record. The minutes were signed by the Chairman.

It was noted that one councillor is yet to sign the Declaration of Acceptance of Office form and that the banking forms are still awaited from another.

2. Apologies for absence

Apologies were accepted from Cllr. Bumphrey (work commitments) and Cllr. Penlington (holiday). Cllrs. Claxton & Laws were absent.

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

There were none.

4. Public Participation

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

5. Police

5.1 Police report

PCSO Holmes read the police report (attached). There were no other police matters to report.

6. District Council and County Council

6.1 District Councillor Report

District Councillor Fitch-Tillett made her report (refer attached). It was also noted that NNDC are dealing in respect of complaints re signage and a query re over-looking.

The Clerk advised that an email had been circulated in respect of NNDC's Corporate Plan which members are able to read using the online link. Details of the planning training workshops were noted. These had been circulated to members for consideration. The Clerk will be attending the central meeting.

County Cllr. Northam arrived at the meeting during the planning items but for ease of reading the minute is included here.

6.2 **County Councillor Report**

County Cllr. Northam reported that NCC is looking at each department to save 25% as £140m in savings needs to be found. Thus some services will be reduced. He also advised that the remainder of the funding for the NDR is being sourced. The NDR will boost business in North Norfolk

6.3

7. Planning

7.1 **Planning Applications for consideration**

PF/15/1183 Erection of detached garage at Sally Bean's Cottage – Members **AGREED** to raise no objections.

Planning Decisions from NNDC/NCC:

LA/15/0438 Internal and external alterations to facilitate insertion of louvered vent to north wall; velux window to kitchen roof; boiler flue pipe to kitchen roof and installation of garden gate and posts at Church Grange, Church Street - Consent

7.2 **Parish Plan and Neighbourhood Plan**

Members were in receipt of copies of various plans and links to information about producing plans. Following discussion it was **AGREED** to not progress a Neighbourhood Plan and to instruct the Clerk to find out the costs of producing a Parish Plan. It was queried as to how much notice will be taken of Parish Plans in respect of planning applications.

7.3 **Local Plan**

The Clerk reported on her attendance at an event at NNDC earlier in the day in respect of the forthcoming review of the Local Plan. Information had been circulated to members.

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

There were no other matters to report.

8. Highways & Transportation

8.1 **Street Lighting**

It was **AGREED** to accept a quotation from the street lighting contractor to trim the trees surrounding two of the Parish Council owned street lights.

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

There were no other matters to report.

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** – Members were in receipt of the Actual Receipts and Payments against Budget which were noted.

9.3 **Report from External Auditor**

It was noted that the External Auditor (Mazars) had raised no comments in respect of the Annual Return and Governance Statement. The right to inspect the Annual Return will be advertised on the parish notice board and on the website.

9.4 **Bookings for Playing Field**

The Clerk advised that she had not been successful in contacting the Village Hall Booking Clerk. The Chairman will try and contact her.

9.5 **Adoption of policies**

Members were in receipt of the following policies which were **ADOPTED**

Complaints Procedure

Child Protection Policy

Environmental Policy

Equal Opportunities Policy

Model Protocol on Communications

The documents will be uploaded to the website.

9.6 **Other Financial and regulatory matters**

Inspection of Playing Field

Members asked the Clerk whether the copies of the playing field inspection reports have yet been received. It was **AGREED** that if the nominated councillor can no longer carry out the checks then another member should take on the responsibility. The Chairman will contact the councillor concerned to ask for the completed sheets.

10. Playing Field & Allotments

10.1 **Maintenance Works**

Adventure Playground – Refer to item 16 below re S106 funding and refurbishment of play equipment.

Molehills – The Clerk advised that she had asked Pest Express for an update as there are still numerous molehills appearing. CYFC have asked that the traps be removed from the pitches by 12 September.

Mound of soil – The Chairman is yet to speak to the developer in respect of the mound of soil left by CYFC.

CYFC – Further details of the proposed storage shed have been received. It will measure 20ft x 40ft and be sited at the back of the playing field. Members stressed that CYFC are responsible for obtaining any planning permissions.

10.2 **Dog Ban**

There was no update.

10.3 Bank near Village Sign

It was noted that a waterbutt has been placed at the edge of the new bed. It was **AGREED** to instruct the Clerk to ask the contractor to secure the container in place.

10.4 Other matters (for information only)

Allotments

It was **AGREED** that members will informally visit the allotment sites prior to the next meeting.

Annual Inspection of Parish Council Owned Assets

The Clerk advised that she had carried out the inspection and will be asking the maintenance contractor to quote for repairs.

11. Other works & projects

11.1 November Firework Display

The Chairman advised that the Village Hall has been booked and everything is in hand.

11.2 Queen's 90th Birthday Celebrations

It was **AGREED** to consider this when setting the budget for 2016/17.

11.3 Other reports

The Vice Chairman provided an update in respect of the village WW1 project.

12. Correspondence

15.1 Correspondence received since 04 August 2015 (list circulated)

Norfolk ALC	Weekly Updates – Clerk to attend Autumn Seminar
NCC	Norfolk Walking Festival 17/10/15 – 01/11/15
EACH	Funding request
CAB Mid Norfolk	AGM 16/09/15 7.30pm
Mr Begley	Defibrillator checks

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)

The Clerk was asked to add an item in respect of noise nuisance to the next agenda.

14. To note the date of the next meeting: Tuesday 06 October 2015

15. RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBER 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.

16. Adventure Playground

It was noted that NNDC hold just under £12,000 S106 monies for play and open space in Northrepps. Members received quotations from three companies for the reburishment / replacement of the equipment in the adventure playground. Following discussion, it was **AGREED** that subject to the availability of funding, to accept the quotation from Play and Leisure Ltd for the removal of the old timber unit and edgings, installation of a Skiddaw Multi Activity unit, new edges and new bark pit at the net cost of £13,903.00. The Clerk was instructed to contact NNDC to enquire whether any other funding is available via S106 or The Big Society.

The maintenance repairs of the other play equipment will be dealt with separately

There being no further business, the Chairman closed the meeting

Signed

Dated



NORFOLK
CONSTABULARY
Our Priority is You

**Cromer
Safer Neighbourhood Team**

Northrepps Parish Council Meeting Report

4th August 2015 to 1st September 2015

Crime Figures for this period –

There have been 3 reported crimes during this period

- 1 x Assault Occasioning Actual bodily Harm
- 1 x Causing Intentional harassment alarm or distress
- 1 x Common Assault and Battery

Calls to Police - 5 Calls have been received.

Mobile Police Surgery

The next mobile police surgery will be held on the Tuesday 8th September 2015 between 11am and 12pm on the Village Hall Car Park. This will be advertised in the local press and on the notice boards around the village. We are also holding a surgeries at Morrison's on 25th September 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 2nd November 2015 at 6.30pm

PCSO 8163 Allison Holmes – CROMER SNT

101

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

Supporting

SAFER
NEIGHBOURHOODS

District Councillor's Report
September 2015

As there have been no formal meetings at North Norfolk District Council during August I have very little to report.

I have had a couple of complaints, one in respect of the plethora of Kartrack signs that have increased. I have reported this to the Planning Manager who has confirmed that he has also received complaints and will be looking into it.

Also a complaint about over looking, again I shall assess the perceived problem and advise planning accordingly.

I would like to suggest that you proceed with a Parish Plan and not a neighbourhood plan which is very time consuming and expensive. As we are currently revising the North Norfolk Local Development Framework, to have evidence based Parish Plans to sit beneath it, would go a long way to ensuring that development or no development is according to the wishes of the Parish.

Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC

Financial Matters:

Payments for approval at September meeting:

DD	Eon – Streetlighting	£	24.10
101738	Mazars – External Audit	£	120.00
101739	FCC Recycling – Glass Bank (Aug)	£	32.21
101740	J Warner – Salary & Expenses (Aug)	£	215.34
101741	Norfolk Pension Fund – Pension (Aug)	£	67.17
101742	Jane Halls – Plants for new garden	£	15.97
101743	Jane Fleming –Plants for tubs	£	33.91
101744	Secret Gardens – Maintenance	£	150.00

Receipts:

NIL

Financial Statement:

Reconciled balances @ 29 August 2015	
Community Account	£12372.09
Business Premium Account	£ 6285.02
High Interest Business Premium Account	£ 4752.77
Building Society Account	£ 123.37
	<u>£23533.25</u>

NOTE: The original document was signed by the Chairman and Clerk and filed in the accounts.