

Minutes of the Meeting of Northrepps Parish Council held on 06 October 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. S. Penlington, Cllr. S. Riggott, Cllr. J. Youngman
Clerk Mrs J. Warner
District Cllr. Fitch-Tillet (to item 6 incl)
3 members of the public

Prior to the commencement of the meeting, the Chairman advised that despite the best efforts of all concerned and use of the Community Defibrillator, Mr Jim Page had passed away. Members voiced condolences for Mrs Shirley Page.

1. Minutes of the Parish Council Meeting held on 01 September 2015

It was **AGREED** that the minutes of the Parish Council meeting held on 01 September 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. Claxton (work commitments). The Chairman advised that due to increasing work commitments Cllr. Laws had advised that he would be resigning from the council. Apologies were noted from County Cllr. Northam and PCSO Holmes.

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

The Chairman read the police report (attached). A change to the date of the police surgeries was noted. Cllr. Callaghan advised that she could not attend the next SNAP meeting and would be forwarding her apologies.

6. District Council and County Council

6.1 District Councillor Report

District Councillor Fitch-Tillett made her report on what had been a very busy month. She had attended the NNDC Greenbuild event at which she was delighted to hand out the environment awards and also attended the unveiling of the new information screen at Cromer railway station. Cllr. Fitch-Tillett also provided updates on the lifting of the open space restriction at Cabbell Park, the development of a community hub in North

Walsham, various compulsory purchase orders and devolution. She has also attended several meetings in respect of coastal issues and was pleased to advise that North Norfolk is to host the national coastal conference in 2016. It was noted that the Local Plan is progressing and that the new housing assessment has identified that around 400 houses need to be built.

6.2 **County Councillor Report**

There was no report other than to advise that as of 01 October 2015, landlords of multiuse premises are obliged to fit smoke and carbon dioxide detectors. The government has given Norfolk Fire and Rescue a supply of these alarms to be given to landlords free of charge. They will be available at the NNDC offices to landlords who apply.

Cllr. Fitch-Tillett left the meeting

7. Planning

7.1 **Planning Applications for consideration**

There were no applications for consideration.

Planning Decisions from NNDC/NCC:

PF/15/0759 Demolition of single and two storey extension and erection of two storey side and front extension and relocation of access to north/east of site at 34 Bulls Row – Permit

PF/15/1009 Erection of rear extension and porch at Field Cottage, 43 North Walsham Road -Permit

7.2 **Parish Plan and Neighbourhood Plan**

It was noted that the Chairman and Clerk are to meet with Mr. Harry Bruford to discuss the Bodham Parish Plan. The Clerk reported that she had contacted Norfolk RCC and had been advised that Parish Plans should be developed by members of the community, not by the Parish Council.

Cllr. Riggott advised of the survey carried out by Poppyland Partnership, which could be a good starting point.

7.3 **Local Plan**

There was no update.

7.4 **Noise Nuisance**

It was noted that concern had been raised in respect of recent events held at the Foundry Arms.

*Cllr. Bumphrey declared a DPI and it was **AGREED** to grant a dispensation in order that he could respond to the complaint.*

Cllr. Bumphrey advised that the incident referred to was a Saturday night and he had received an official letter from NNDC. He has already spoken to one resident who had raised concern. He appreciates that on

this occasion the band was too loud and it will not happen again. Future entertainment will be limited to Sundays between 4pm and 7pm.

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

There were no other matters to report.

8. Highways & Transportation

8.1 **Overgrown Hedges**

The Chairman and Clerk advised that a complaint had been received in respect of several overgrown hedges. This has been passed to NCC Highways to investigate. Cllr. Youngman offered to trim the hedges outside the Victory Housing development if required.

The Clerk advised that she met with a representative from the Norfolk Wildlife Trust who will be providing a quotation for a report on all the trees on Parish Council land including those between the allotments and Cromer Road.

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

Signage on verges – The Chairman advised that Miramar Vets have been asked by NCC Highways to remove unauthorised signage on Norwich Road. Cllr. Bumphrey advised that the A board sited near the commemorative bench has disappeared. He will contact NCC Highways for permission to site a new A board there.

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 **Finance checks**

It was noted that Cllr. Callaghan has carried out the quarterly finance checks and found no matters of concern.

9.4 **Bookings for Playing Field**

The Chairman advised that in future, the keys to the Village Hall will not be handed out until the PC have confirmed to the booking clerk that payment for use of the playing field has been received.

The Chairman advised that the school have arranged for 40 MG owners to display their vehicles at the playing field on Sunday 30 May 2016. Billy Hannant is to arrange for a display of vintage tractors too. It was suggested that the Parish Council liaise with the school to expand this into a village event and fundraiser for the school. This was **AGREED** in principle and will be discussed further at the next meeting.

9.5 **Budget 2016/17**

Members were in receipt of the first draft of the budget for 2016/17. It was **AGREED** that a separate meeting was not necessary and that the budget will be discussed at the next meeting.

9.6 **Other Financial and regulatory matters**

Letter from Village Hall Committee

The Clerk read a letter from the Village Hall Committee. As this was received too late to be included on the agenda it will be considered at the next meeting.

Reference Books

It was **AGREED** that the Clerk should order the reference books necessary for her to undertake her work as Clerk. All the books currently in possession of the Parish Council are many years out of date.

10. **Playing Field & Allotments**

10.1 **Maintenance Works**

Adventure Playground – It was noted that Mark Ashwell at NNDC has advised that he is awaiting confirmation from the Accountancy Dept as to what is required from the Parish council to claim the S106 funding. It was **AGREED** to apply to The Big Society for the balance of the funds required for the new equipment and repairs to the rest of the equipment. It was **AGREED** to accept the quotation from Fenland Leisure for the repairs to the climbing frame and gyro spiral and to ask them for a quote for the repairs to the nest swing.

Molehills – It was **AGREED** to instruct Pest Express to continue to trap the moles. It was noted that the traps must be completely buried.

CYFC Storage Shed – It was noted that CYFC are applying for planning permission for the storage shed.

10.2 **Dog Ban**

The Clerk will contact NNDC for an update.

10.3 **Bank near Village Sign**

It was noted that the works are complete.

10.4 **Allotments**

*Cllr. Riggott declared a DPI and it was **AGREED** to grant a dispensation to allow her to remain at the meeting.*

The Chairman advised that he had visited the allotment site and found no issues for concern.

10.5 **Inspection of Council Owned Assets**

The Clerk advised that a quotation for the repairs is still awaited.

- 10.6 **Other matters** (for information only)
There were no other matters to report.

11. Other works & projects

- 11.1 **November Firework Display**
The Chairman advised that everything is in hand.

- 11.2 **Queen's 90th Birthday Celebrations**
Refer item 9.4 re village event.

- 11.3 **Other reports**
The Vice Chairman provided an update in respect of the village WW1 project. It was **AGREED** that the Parish Council website be updated to provide information on the project.
The Clerk reported on her attendance at a training session at NNDC in respect of Standards Committee.

12. Correspondence

- 15.1 **Correspondence received since 01 September 2015** (list circulated)

NCC **Repairs of Potholes** – Members unanimously **AGREED** to not support the payment of £300+vat for pothole repairs

Norfolk ALC **Newsletters**
Norfolk Older People's Strategic Partnership

NNDC **Review of Gambling & Licensing Policies**

CAN **Newsletters**

Norse **Grounds Maintenance information**

Oil Club **Cromer Heating Oil Club**

Clerks & Councils Direct Magazine

James Begley **Defibrillator Checks**

Voluntary Norfolk **Car Link Volunteer Drivers required**

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 noted that Eddie Anderson will be attending the November meeting to provide an update on the River Mun project.
It was **AGREED** that the agenda be restricted to essential items only.

Northrepps PC
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14. To note the date of the next meeting: Tuesday 03 November 2015

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

1st September 2015 to 4th October 2015

Crime Figures for this period –

There have been 6 reported crimes during this period

- 1 x Burglary in a building other than a dwelling
- 3 x Causing Intentional harassment alarm or distress
- 1 x Harassment
- 1 x Hate Crime

Calls to Police - 9 Calls have been received.

Mobile Police Surgery

The next mobile police surgery will be held on the Thursday 22nd October 2015 between 3pm and 4pm 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 4th November 2015 between 2pm and 3pm.

Current priorities:

1. Speed Enforcement in Cromer and Surrounding areas.
2. High Visibility Patrols in Cromer and surrounding Parishes
3. To Promote and Encourage Cycle Safety in Cromer 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

Northrepps PC
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Financial Matters:

Payments for approval at October meeting:

DD	Eon – Streetlighting	£	24.10
101745	J Warner – Salary & Expenses (Sept)	£	271.74
101746	Norfolk Pension Fund – Pension (Sept)	£	67.17
101747	HMRC (Paye July Aug Sept)	£	146.40
101748	FCC Recycling (Glass bank Sept)	£	32.31
101749	Secret Gardens – Maintenance & misc works	£	360.00
101750	Pest Express – Mole trapping, 2 visits	£	72.00
101751	Community Heartbeat Trust – Defib battery	£	246.00
101752	TT Jones Electrical – Street Light contract & works	£	156.53

Receipts since last meeting:

	Interest on bank accounts	£	1.37
	NNDC Precept & Grant	£	7226.00
	Allotment Rent	£	135.00

NNDC Precept & Grant and allotment rents not shown in bank balance below as not cleared by bank

Financial Statement:

Reconciled balances @ 29 September 2015	
Community Account	£11713.39
Business Premium Account	£ 6285.80
High Interest Business Premium Account	£ 4753.36
Building Society Account	£ 123.37
	<u>£22875.92</u>

The original was signed by the Chairman and Clerk and filed in the accounts