

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

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,  
Cllr. H. Claxton, Cllr. V. Callaghan, Cllr. S. Penlington, Cllr. S. Riggott, Cllr. J. Youngman  
Clerk Mrs J. Warner  
District Cllr. Fitch-Tillet (to item 7 incl)  
P.C. Cresswell (to item 6 incl)  
Mr E. Anderson  
3 members of the public

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

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

It was noted that the banking forms are still awaited from one of the new cheque signatories.

**2. Apologies for absence**

Apologies were accepted from Cllr. Bumphrey (work commitments).  
Apologies were noted from County Cllr. Northam and PCSO Holmes.

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

Cllr. Riggott declared an interest in matters relating to the allotments.

**4. Public Participation**

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

**5. River Mun**

Mr. Anderson provided an update in respect of the River Mun project and advised that Jonathan Lewis is to continue the work via a 4 year PHD project financed by the Norfolk Rivers Trust. Long term it is hoped that the quality of the lake will improve and fish can be returned.

It was noted that a remembrance service is to be held and a plaque erected at Templewood to commemorate 75 years since a plane crashed at the site. The service is at 11am on 21 Nov 2015.

**6. Police**

**6.1 Police report**

P.C. Cresswell presented the police report (refer attached). He advised that the recent speed monitoring had shown very high compliance. It was noted that there have been no changes to the priorities.

*P.C. Cresswell left the meeting.*

## 7. District Council and County Council

### 7.1 District Councillor Report

District Councillor Fitch-Tillett reported on a very busy month which included a flood exercise and the opening of a sports hub at Sidestrand Hall School. It was noted that as part of a cost cutting exercise, NNDC and Gt. Yarmouth Borough Council are to trial sharing CEO Sheila Oxtoby and Head of Finance Karen Sly. NNDC Cabinet has also approved joint working with other council to run a centre of excellence to manage the coast.

*Cllr. Fitch-Tillett left the meeting.*

### 7.2 County Councillor Report

The Chairman read a report from County Cllr. Northam (refer attached)

## 8. Planning

### 8.1 Planning Applications for consideration

PF/15/1403 Erection of double garage/cart shed at 26 Hungry Hill – It was **AGREED** to raise no objections.

PF/15/1466 Variation of condition 2 of PP Ref PF/14/1559 to permit external design amendments, change in dwelling types (plots 36 & 37), re-positioning of plot 10 and addition of car port to plot 14 at Former Cherryridge Poultry Site – It was **AGREED** to raise no objections but to also support the comments made by the Conservation Design and Landscape team in respect of Plot 41.

#### Planning Decisions from NNDC/NCC:

PF/15/1183 Erection of detached garage at Sally Bean's House, Cromer Road – Permit.

### 8.2 Parish Plan and Neighbourhood Plan

It was noted that the Chairman and Clerk are yet to meet with representatives from Bodham.

### 8.3 Local Plan

There was no update.

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

There were no other matters to report.

## 9. Highways & Transportation

### 9.1 Overgrown Hedges

There was no update.

## 9.2 **Highway Rangers**

The Clerk read the report from the last visit of the Highway Rangers. A list of issues was compiled to report to Highways for the next visit of the Rangers in December.

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

There were no other matters to report.

# 10. Finance & Regulatory Matters

## 10.1 **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).

## 10.2 **Actuals Against Budget to date** – Members were in receipt of the Actual Receipts and Payments against Budget, which were noted (refer attached).

## 10.3 **Bank Reconciliation**

Members were in receipt of the bank reconciliation to 30 September 2015 which was **APPROVED** and signed by the Chairman and by the Clerk as Responsible Finance Officer (refer attached).

## 10.4 **Councillor responsibility**

It was **AGREED** that Cllr. Claxton would take on responsibility of the inspections of the playing field and playground.

## 10.5 **Councillor Vacancy**

It was noted that the notice of vacancy has been issued by NNDC and if by 13 November there has been no call for election the vacancy will be filled by co-option.

## 10.6 **Budget 2016/17**

Members were in receipt of the first draft of the budget for 2016/17. It was **AGREED** to set an unchanged precept of £14454 which will include a reduced grant of £1154 from NNDC. It was **AGREED** to review the rental agreement with CYFC for the 2016/17 season.

## 10.7 **Tree Inspection**

It was noted that the Clerk is in receipt of a quotation for the annual tree inspection. Before considering the quotation it was **AGREED** to that the Chairman would remind the previous tree inspector that his quotation is still awaited.

## 10.8 **Grant Request from Village Hall Committee**

It was **AGREED** that the Chairman will contact Lovell to ask whether they would be prepared to help with the works to the car parking area.

### 10.9 **Other Financial and regulatory matters**

There were no other matters to report.

## 11. **Playing Field & Allotments**

### 11.1 **Maintenance Works**

Adventure Playground – It was noted that despite chasing this, a reply is still awaited from NNDC in respect of how the S106 monies will be paid. The Clerk will continue to pursue this. The application to the Big Society has been submitted.

Molehills – The Chairman advised that he will obtain further information from another contractor who may be prepared to use a different method of eradicating the moles.

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

### 11.2 **Dog Ban**

The Clerk will be instructed to ask District Cllr. Fitch-Tillett whether she could get the implementation of the dog ban speeded up.

### 11.3 **Allotments**

It was noted that one allotment is in the process of being cleared and reallocated.

### 11.4 **Maintenance of Council Owned Assets**

It was noted that the Clerk is in receipt of one quotation for the works. It was **AGREED** that the Chairman would ask a further contractor for a quotation. The Clerk stressed that to ensure fairness no details of the original quotation must be disclosed.

### 11.5 **Other matters** (for information only)

There were no other matters to report.

## 12. **Other works & projects**

### 12.1 **November Firework Display**

The Chairman advised that everything is in hand.

### 12.2 **Other reports**

There were no other reports.

Northrepps PC  
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### 13. Correspondence

#### 13.1 Correspondence received since 06 October 2015 (list circulated)

<b>Norfolk ALC</b>	<b>Freedom of Information training event Weekly updates</b>
<b>NCC</b>	<b>Minerals &amp; Waste – Review of Silca Sand Small Schools Review</b>
<b>Norfolk Coast P'ship</b>	<b>Election of community representatives</b>
<b>Kettlestone PC</b>	<b>Rights of Way &amp; Byways training event</b>
<b>CAN</b>	<b>Newsletters</b>
<b>James Begley</b>	<b>Defibrillator checks AGM – 06/01/15</b>
<b>NCC</b>	<b>Reimagining Norfolk</b>

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

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

There were no other items to note.

#### 15. **To note the date of the next meeting:** Tuesday 01 December 2015

There being no further business, the Chairman closed the meeting at 8.25pm

Signed .....

Dated .....

Northrepps PC  
03 November 2015



**NORFOLK**  
CONSTABULARY  
Our Priority is You

**Cromer**  
**Safer Neighbourhood Team**

**Northrepps Parish Council Meeting Report**

**4<sup>th</sup> October 2015 to 1<sup>st</sup> October 2015**

**Crime Figures for this period –**

There have been 2 reported crimes during this period

1 x Common Assault

1 x Theft Other

**Calls to Police** - 10 Calls have been received.

**Mobile Police Surgery**

The next mobile police surgery will be held on the Tuesday 17<sup>th</sup> November 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 4<sup>th</sup> November 2015 between 3pm and 4pm.

**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 was due to be held at Cromer Town Council Offices, North Lodge Park on Monday 2<sup>nd</sup> November 2015 at 6.30pm – I will pass the new priorities at the next meeting as this report had to be prepared prior to the SNAP meeting.  
PCSO 8163 Allison Holmes – CROMER SNT

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[www.norfolk.police.uk](http://www.norfolk.police.uk)  
[sntcromer@norfolk.pnn.police.uk](mailto:sntcromer@norfolk.pnn.police.uk)

Supporting

**SAFER**  
**NEIGHBOURHOODS**

*Note: Date should read 4<sup>th</sup> Oct 2015 to 1<sup>st</sup> Nov 2015*

Northrepps PC  
03 November 2015

#### REPORT FROM COUNTY COUNCILLOR

I have been asked to attend Antingham Parish Council meeting which starts at 7.30pm. As they only meet three times a year I feel obliged to attend.

The items I would have mentioned to the Council are as follows.

Budget 2017/17. To meet the savings of £113 million over the next 3 years each Department was asked to reduce their proposed budget by 25per cent.a proposal by Norfolk Fire and Rescue Service to close 10 Retained Fire Stations was not accepted neither was the proposal to close 20 Libraries.

Syrian Refugees. None of the refugees coming to Norfolk will be coming to North Norfolk. They will be settled in Norwich,King's Lynn and Great Yarmouth where they will be able to access the services they require.

From 1st October property Landlords and owners of Multi Occupied premises will have to provide Smoke and Carbon Monoxide Alarms to their properties.The Government have given the Fire Service a stock of these alarms to be given to Landlords etc, who apply. The Fire Service have passed supplies to District Council Offices in Norfolk from where Landlords can collect the Alarms,free of charge.

Scottow Enterprise Park,formerly RAF Coltishall, now has 14 companies employing 64 Full Time Staff at the site. The first phase of the Solar Power Farm is now producing electricity.The second phase is progressing,when completed it will be the largest Solar Farm in the U K powering 10,000 homes.

Would you kindly present my report to the Chairman and Councillors and also convey My apologies for non attendance.

All best wishes.

County Councillor Wyndham Northam

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**Financial Matters:**

Payments for approval at November meeting:

DD	Eon – Streetlighting	£ 23.32
101753	Mr E Anderson – Allotment Land	£ 50.00
101754	Secret Gardens – Maintenance Oct	£ 190.00
101755	RBL Poppy Appeal – S137	£ 18.00
101756	FCC Recycling – Glassbank Oct	£ 32.21
101757	NALC – Local Councils Explained	£ 54.99
101758	SLCC – Reference Books	£ 122.80
101759	Mrs J Warner – Salary & Expenses Oct	£ 219.44
101760	Norfolk Pension Fund – Oct	£ 67.17

Receipts since last meeting:

Recycling Credit	£ 209.12
Allotment Rent	£ 60.00
Booking for playing field	£ 50.00

Financial Statement:

Reconciled balances @ 29 October 2015	
Community Account	£17948.14
Business Premium Account	£ 6285.80
High Interest Business Premium Account	£ 4753.36
Building Society Account	<u>£ 123.37</u>
	£29110.67

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



Northrepps PC  
03 November 2015

**NORTHREPPS PARISH COUNCIL**

**BANK RECONCILIATION**

Financial Year April 1st 2015 - March 31st 2016

Date 30 September 2015

Balance per bank statements dated 28 Sept 2015

Community Account	£11,713.39
Business Premium Account	£6,285.80
High Interest Business Premium Account	£4,753.36
Building Society Account	<u>£123.37</u>
	£22,875.92
Minus uncleared cheque	
	£22,875.92

Net balances reconcile to entries in the Receipts & Payments book as follows

Opening Balance 1st April 2015	£22,373.64
Add Receipts during the year	£7,890.23
Less Payments during the year	<u>£7,387.95</u>
Closing balance 30 Sept 2015	£22,875.92

NOTE As at 30/09/15 the precept had not reached the bank  
and due to illness the allotment payments had not been paid in

Signed .....

Signed .....

Janet T. Warner

Cllr. A. Mackay

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