

05 January 2016

**Minutes of the Meeting of Northrepps Parish Council
held on 05 January 2016 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 (from item 10.5),
Cllr. S. Penlington, Cllr. S. Riggott, Cllr. J. Youngman
Clerk Mrs J. Warner
District Cllr. Fitch-Tillett (to item 7 incl)
Ms. Nicole Wright and Mr. Mark Allen (to item 5 incl)
6 members of the public

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

It was **AGREED** that the minutes of the Parish Council meeting held on 01 December 2015 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Claxton who would be late due to 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

Concern was raised in respect of the state of the roads and numerous potholes.

5. Gallus Fields Development

Nicole Wright (Director La Ronde Wright) and Mark Allen (Engineering Consultant) attended the meeting to answer questions raised in respect of the Gallus Fields development. Concern was raised that there is already slippage from the banks of the new passing places and that residents' expectations were for kerbed and tarmacked passing places similar to those on Carr Lane. The Clerk will obtain a copy of the planning permission. The Chairman read an email from NCC Highways confirming that the passing places meet highways standards and that the width was restricted due to field boundaries. Ms. Wright advised that she will arrange for the situation to be monitored and that any slippage is cleared up as soon as possible. It is hoped that the growth of vegetation will stabilize the banks. Concern was also raised that the passing place signage is very intrusive especially within the Area of Outstanding Natural Beauty. District Cllr. Fitch-Tillett will write on behalf of the Coast Partnership to ask that the signs are removed. Members stressed that the developers have done some very positive works in the village including some forthcoming works to level the village hall car park.

Ms. Wright and Mr. Allen left the meeting.

6. Police

There was no report.

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7. District Council and County Council

7.1 District Councillor Report

District Cllr. Fitch-Tillett made her report (refer attached).

Cllr. Fitch-Tillett left the meeting and forwarded her apologies for the February meeting.

7.2 NCC Re-imagining Norfolk Budget Consultation

Members considered the consultation document and **AGREED** their response.

8. Planning

8.1 Planning Applications for consideration

There were none.

Planning Decisions from NNDC/NCC:

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 - Approved

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 planning matters to report.

9. Highways & Transportation

9.1 Trees and hedges

It was noted that letters have been sent to residents and landowners in respect of the concerns raised at the last meeting.

9.2 Parking

It was noted that the clerk has written to residents and to the school in respect of the parking concerns raised at the last meeting.

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

The clerk was asked to contact Highways to ask that the following issues be addressed:

Deep ruts on New Road.
Blocked gulleys and drains on Craft Lane, Rectory Road and Norwich Road.
Potholes near junction of Craft Lane and Rectory Rd.

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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 to 30 December 2015**

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

10.4 **Grant request from Village Hall Committee**

It was noted that Lovell will be carrying out works to level the car park.

10.5 **Council Vacancy**

It was noted that 4 expressions of interest have been received. It was **AGREED** to interview the applications prior to the Parish Council meeting on 02 February.

Cllr. Claxton arrived at the meeting.

10.6 **Other Financial and regulatory matters**

There were no other matters to report.

11. Playing Field & Allotments

11.1 **Maintenance Works**

Adventure Playground – The S106 and Big Society funds are awaited.

Molehills – It was noted that Pest Express are continuing to carry out mole trapping.

CYFC Storage Shed – There was no update.

Mound of soil – There was no further update.

New Flower Bed – It was noted that despite the installation of the trickle feed, unless the trees behind the bed are cut back the plants will not survive. The Clerk advised that Highways had confirmed that the trees are on the boundary and are the responsibility of the landowner. It was **AGREED** to instruct the clerk to contact the landowner to ask for permission to cut back the trees.

11.2 **Dog Ban**

The Clerk advised that she is sourcing replacement signs.

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11.3 **Allotments**

The Chairman advised that the caravan is due to be removed after which the vacant plot will be reallocated.

11.4 **Other matters** (for information only)

It was noted that Cllr. Claxton is carrying out the weekly checks of the play equipment and had found no matters of concern.

12. **Other works & projects**

There were no reports.

13. **Correspondence**

13.1 **Correspondence received since 01 December 2015** (list circulated)

Norfolk ALC

**Weekly updates
AGM – 06/01/15**

Wells TC

Meeting of Parishes 22 Feb 2016, 7pm – The Clerk explained the reasons for the meeting and the importance that members attend.

Northrepps School

Consultation document – It was **AGREED** to support the proposal to federate Erpingham Church of England School with Northrepps Primary School.

James Begley

Defibrillator checks – It was **AGREED** to contact Mr Begley to find out more about who is responsible for arranging the annual electrical check

NNDC

Information and advice services

Age UK

Funding request – It was **AGREED** to consider this at the February meeting.

Police

Police Council Tax Increase

Resident letter

Concern re dropped kerb and noticeboard – It was **AGREED** to obtain quotations for a replacement notice board on the bus shelter near The Foundry.

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 02 February 2016

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16. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

The members of the public left the meeting.

17. To consider quotations

17.1 Maintenance of assets

In the absence of the receipt of further quotations it was **AGREED** to carry this forward to the February meeting.

17.2 Molehills

In the absence of the receipt of further quotations it was **AGREED** to carry this forward to the February meeting.

17.3 Tree Inspection

In the absence of the receipt of further quotations it was **AGREED** to carry this forward to the February meeting.

There being no further business, the Chairman closed the meeting at 8.30pm.

Signed

Dated.....

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District Councillor's Report
January 2106

There are two things I should like to say before we go onto business items. Firstly, I should like to wish you all a very Happy New Year and secondly, may I thank all of you for the support and friendship you all gave me over my recent bereavement - I found it quite overwhelming.

Having missed your Council Meetings at the end of the year, may I just play farm up with a few items that I had intended to report on, but was unable to. I attended a Flood Exercise at Bacton overseen by our resilience team, opened the Sports Clubs at Sidestrand Hall School and attended the Norfolk Flood Forum at County Hall.

A great deal of effort of the Council's senior team, together with the Leader had been dedicated to the Chancellor's wish for devolution and / or shared services. Goalposts are moving, almost on a daily basis, but we are determined to stay at the table in order to strongly influence the outcome of the provision of Local Government.

I attended an Environmental Health Conference in Birmingham and a Resilience Conference in London, both of which gave me better insight into my portfolio and stimulated some ideas into efficiencies and better ways of working.

All coastal District and Borough Councils in Norfolk and Suffolk (except Kings Lynn) achieved cabinet agreement at the end of the year, to join together to manage our coast. We have held our first formal meeting and I was appointed Chairman.

Currently, we are working up next year's Budget and were relieved to archive a rather better settlement from Central Government than had been feared.

More locally, we have experienced the dramatic cliff rescue at Trimingham, whose Parish Council have asked that I contact Natural England to try and better educate visitors re the National Coast Path.

In Northrepps we have to confirm that Highway are on message in respect of the passing places along New Road, and I have been asked to write to them as Chairman of the Partnership that oversees the delivery of the AONB in respect of the totally inappropriate signage.

The final repairs to the damage caused by the storm surge are well under way at Overstrand and we have been able to get a scheme to reinforce "Fisherman's Corner" on The Environment Agency 6 year plan. I have had queries in respect of the slippage on the Clifton Way Slip and replied that it is our policy to leave well alone to prevent further material coming down from above. I have great concerns in respect of the amount of ground water we are experiencing and am convinced we will experience further slumps this year. Sadly, our erosion is due to the geology and not the sea.

As always, I am happy to answer any queries residents may have.

Cllr Angie Fitch-Tillett
Deputy Leader NNDC
Poppyland Ward

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Financial Matters:Payments for approval at January meeting:

DD	Eon – Streetlighting	£ 23.32
101769	FCC Recycling – Glass bank	£ 32.21
101770	T T Jones Electrical – Street Light maintenance	£ 60.85
101771	Mrs J Warner Salary & Expenses (Dec)	£ 228.30
101772	Norfolk Pension Fund (Dec)	£ 67.17
101773	HMRC – Paye (Oct/Nov/Dec)	£ 195.00
101774	Secret Gardens – Maintenance (Dec)	£ 150.00
101775	Jane Fleming – Plants	£ 31.96

Receipts since last meeting:

Interest on bank accounts	£ 1.37
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Financial Statement:

Reconciled balances @ 24 December 2015	
Community Account	£17239.45
Business Premium Account	£ 6286.58
High Interest Business Premium Account	£ 4753.95
Building Society Account	£ 123.37
	<u>£28403.35</u>
Less outstanding cheques	£ 122.00
	£ 18.00
	<u>£28263.35</u>

NOTE: The original signed copy of this sheet is retained in the accounts.

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NORTHREPPS PARISH COUNCIL**BANK
RECONCILIATION**

Financial Year April 1st 2015 - March 31st 2016

Date 24 December 2015

Balance per bank statements dated 24 December 2015

Community Account	£17,239.45
Business Premium Account	£6,286.58
High Interest Business Premium Account	£4,753.95
Building Society Account	<u>£123.37</u>
	£28,403.35
Minus uncleared cheque	<u>£140.00</u>
	£28,263.35

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	£16,384.24
Less Payments during the year	<u>£10,494.53</u>
Closing balance 24 Dec 2015	£28,263.35

Signed

Janet T. Warner

Clerk to Northrepps Parish Council

Signed

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Cllr. A.
Mackay
Chairman Northrepps Parish
Council**NOTE: The original signed copy of this sheet is retained in the accounts.**