

01 March 2016

**Minutes of the Meeting of Northrepps Parish Council
held on 01 March 2016 at 7.00 pm at Northrepps Village Hall**

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett (from item 7), Cllr. J. Bumphrey, Cllr. V. Callaghan,
Cllr. H. Claxton, Cllr. S. Riggott
Clerk Mrs J. Warner

District Cllr. Fitch Tillett (to item 6 incl)
PC Cresswell (to item 5 incl)
5 members of the public

1. Minutes of the Parish Council Meeting held on 02 February 2016

It was **AGREED** that the minutes of the Parish Council meeting held on 02 February 2016 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Youngman and noted from County Cllr. Northam.

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

Cllr. Riggott declared an interest in allotment matters.

The Clerk advised that she had obtaining clarification as to whether members still need to request a dispensation in respect of budget and precept matters and had been advised by the Monitoring Officer that the Government have confirmed a dispensation is not required.

4. Public Participation

A resident asked whether Northrepps will be holding a Clean for the Queen litterpick. Cllr. Fish will make enquiries to see if the WI will be holding their summer litter pick. If not, consideration will be given to arranging one. The Clerk advised that community litter picks are supported by NNDC who loan litter pickers, hoops, rubbish sacks and arrange for the filled bags to be collected after the event.

5. Police

PC Cresswell presented the police report (refer attached). There were no questions from members.

PC Cresswell left the meeting

6. District Council and County Council

6.1 District Councillor Report

Cllr. Fitch Tillett presented a report on her work as District Councillor (refer attached).

6.2 County Councillor Report

There was no report.

01 March 2016

Cllr. Fitch Tillett left the meeting.

Cllr. Bartlett arrived the meeting and apologised for being late.

7. Planning

7.1 **Planning Applications for consideration**

There were no applications to consider.

Planning Decisions from NNDC/NCC:

There were no decisions to report.

7.2 **Parish Plan and Neighbourhood Plan**

There was no update.

7.3 **Local Plan**

The Clerk advised that she has the forms ready for completion re the call for sites.

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

There were no other planning matters to report.

8. Highways & Transportation

8.1 **FP10 Removal of Stile**

Members were pleased to note that as a result of the meeting with Trails Officer Andy Williams, a kissing gate will be installed by the Trails Team.

8.2 **Motorcycles on Public Rights of Way**

The Chairman advised that he and the Trails Officer had walked most of the PRowS in Northrepps. If land is to be used for livestock then the landowner can install gates across a PRow. Mr. Williams indicated sites where gates could be installed. The Chairman will speak to the landowner concerned. It was noted that the motorcycles had not been seen over the past couple of weeks.

8.3 **Passing Places**

Refer attached report from District Councillor Fitch Tillett.

8.4 **Advertising on verges**

It was **AGREED** that whilst local businesses need support, everyone should be treated equally. The Clerk was instructed to contact Highways to ask whether all the advertising signs on Norwich Road / Crossdale Street have permission. It was noted that some may actually be on private land rather than the verges.

8.5 **Traffic Orders**

There were no traffic orders to report.

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

It was noted that a letter has been received from NCC in respect of introducing a 20mph zone on Christopher's Close. This will be on the agenda for consideration at the April meeting.

Various issues were raised to be passed to the Highway Rangers to deal.

01 March 2016

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 (refer attached).

9.3 **Finance checks**

It was noted that Cllr. Callaghan had carried out the financial checks for the quarter to 31 Dec 2015 and had found no matters of concern.

9.4 **S137 Grant to Friends of School**

Cllr. Mackay declared an interest as School Governor and took no part in the following discussion.

It was **AGREED** to make a grant of £400 to the Friends of Northrepps Primary School towards the costs of the event on 29 May 2016. This will be paid in April from the 2016/17 S137 grants budget.

The Chairman was asked to find out how many pupils are at the school and pre-school in order that HM Queen Elizabeth 90th Birthday commemorative medals can be ordered for each pupil.

9.5 **Other Financial and regulatory matters**

It was noted that Tony West has been instructed to carry out the annual electrical tests on the defibrillator.

10. Playing Field & Allotments

10.1 **Maintenance Works**

Adventure Playground – It was noted that all the funding has been received and the order placed for the repairs and new equipment.

Molehills – Refer item 16.2.

CYFC Storage Shed – There was no update.

Mound of soil – There was no further update.

New Flower Bed – The Chairman advised that he is yet to meet with the tress inspector to discuss what is required. Also refer item 16.3.

10.2 **Dog Ban**

The new signs are to be passed to Cllr. Youngman to install.

10.3 **Allotments**

The Chairman advised that he is waiting to hear from a resident whether they would still like an allotment.

01 March 2016

- 10.4 **Other matters** (for information only)
There were none.

11. Other works & projects

11.1 **North Norfolk Tourism Overview & Management Forum**

The Clerk reported on a well attended and interesting pan-parish meeting and stressed the need for members of Northrepps Parish Council to attend future meetings.

12. Correspondence

12.1 **Correspondence received since 02 February 2016** (list circulated)

Norfolk ALC	Updates and information sheet
Wells TC	Meeting of Parishes 22 Feb 2016, 7pm
Norfolk County Council	NHS Health Checks Campaign
Biodiversity P'ship <i>It was AGREED that Cllr. Penlington progresses a nomination on behalf of the Parish Council.</i>	Community Biodiversity Awards
Mr Begley	Defibrillator checks
Norse	Flood resilience
NNCCG	Financial position for 2016/7
NCC	Local list for validation of planning applications consultation draft February 2016

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)

Community litter pick

14. To note the date of the next meeting: Tuesday 05 April 2016 to be preceded by the Annual Parish Meeting.

15. 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.

01 March 2016

16. To consider quotations

16.1 Maintenance of assets

It was **AGREED** that the maintenance contractor will be asked to clean the plastic shelter and secure the bench at Crossdale Street. The Chairman and Cllr. Bumphrey will meet to progress the remaining repairs of the council owned assets

16.2 Molehills

The Chairman is yet to obtain the advices from a local pest controller.

16.3 Tree Inspection

The Chairman is yet to meet with the tree inspector.

16.4 Church Street Noticeboard

Quotations are still being sought for a suitable replacement noticeboard or replacement surface.

17. Personnel Matters

The Clerk was instructed to wait until after Mr Risebrow’s funeral before progressing the necessary paperwork in respect of his final salary etc. It was noted that a local youngster had expressed interest in taking on the cleaning of the Church Street bus shelter. It was **AGREED** to instruct the Clerk to make enquiries with the Parish Council insurers and HMRC in respect of the employment of under 16s.

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

Signed

Dated.....

01 March 2016



NORFOLK
CONSTABULARY
Our Priority is You

Cromer
Safer Neighbourhood Team

Northrepps Parish Council Meeting Report

31st January 2016 to 29th February 2016

Crime Figures for this period –

There have been 2 reported crimes during this period

2 x Sexual Offences

Calls to Police - 16 Calls have been received from members of the public.

Mobile Police Surgery

The next mobile police surgery will be held on the Wednesday 30th March 2016 between 2pm and 2.30pm on the Village Hall Car Park. This will be advertised in the local press and on the notice boards around the village.

Current priorities:

1. Speed Enforcement in Cromer and Surrounding areas.
2. High Visibility Patrols in Cromer and surrounding Parishes

The next Poppyland SNAP priority setting meeting was due to be held at Cromer Town Council Offices, North Lodge Park on Monday 18th April 2016 at 6.30pm – Members of the public are all welcome.

PCSO 8163 Allison Holmes – CROMER SNT

101

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

Supporting

SAFER
NEIGHBOURHOODS

01 March 2016

District Councillor's Report
March 2016

Last week at Full Council, next year's Budget was set and I am happy to announce that there will be no rise in the District element of your Council Tax. Officers have had to be imaginative in presenting their figures, and, as Revenue Support Grant reduces year on year, we have asked that more income streams are introduced.

Part of the reduction in expenditure is the prospect of Shared Services and my Coastal Department is ahead of the game in this respect. We are working with Gt Yarmouth Borough and Waveney and Suffolk Coastal District Councils and will be presenting the full partnership proposal for Coastal Management East to each of our Full Councils in April.

I sat in to The Development Committee last week where there were five applications for exemption sites on District owned land to deliver 55 low cost housing units, in Binham, Edgefield, Erpingham, Ryburgh and Trunch.

Much of my time has been spent on the Devolution of responsibilities to Local Government. Either in seminars looking at the proposals or standing in for our Leader who is fighting the cause for North Norfolk priorities – indeed he had a meeting with Government Ministers at Westminster this morning the results of this he will be presenting to us Cabinet Members at 9 o'clock tomorrow morning!

I need to make it clear the position in respect of the public toilets on our Car Park. Firstly, there is no intention to close them. However, you may recall that there was a limited discussion as to whether the Parish Council should take them over a few years ago. It is likely that this discussion will be re-opened in the future as my colleague Cllr John Rest who holds the portfolio for Council Assets is doing a full audit of them all to establish need against cost. Duncan Ellis, Senior Manager for Assets will be in touch sometime in the future. It is unfortunate that the media picked this up in the budget before I was able to explain the proposal of which I was aware before I went away.

I had a very constructive teleconference with Tom McCabe, Senior Director at Norfolk County Council in respect of the Passing Place signs. He wished me to pass on to you firstly, how much he appreciates the AONB and he will be issuing an instruction to remove them and a request to install geomatting to retain the soil on the steep banks where they have been cut into.

Cllr Angie Fitch-Tillett
Poppyland Ward

01 March 2016

Financial Matters:Payments for approval at March meeting:

DD	Eon – Streetlighting	£ 24.10
101784	FCC Recycling – Glass bank	£ 32.21
101785	Structure Flex – No dog signs	£ 96.00
101786	Secret Gardens (Feb)	£ 150.00
101787	Mrs J Warner Salary & Expenses (Feb)	£ 221.82
101788	Norfolk Pension Fund (Feb)	£ 67.17
101789	St Mary's Church S137 Grant	£ 600.00
101790	Norfolk CAB S137 Grant	£ 200.00
101791	East Anglian Air Ambulance S137 Grant	£ 300.00
101792	Age UK Norfolk S137 Grant	£ 100.00
101793	Northrepps Luncheon Club S137 Grant	£ 100.00
101794	Royal British Legion Northrepps Branch S137 Grant	£ 100.00

Receipts since last meeting:

Allotment Rent	£ 20.00
S106 Funding for play equipment	£11817.50
Big Society Grant for play equipment	£ 3675.50

Financial Statement:

Unreconciled balances @ 25 Feb 2016	
Community Account	£30860.83
Business Premium Account	£ 6286.58
High Interest Business Premium Account	£ 4753.95
Building Society Account	£ 123.37
	<u>£42024.73</u>

NOTE: The original sheet has been signed by the Chairman and by the Clerk as RFO as filed in the accounts.