

Minutes of the Meeting of Northrepps Parish Council held on 05 July 2016 at 7.00 pm at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish (from item 6),
Cllr. G. Bartlett, Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. S. Penlington (from item 6)

Clerk Mrs J. Warner MILCM
County Cllr Northam to item 6 incl), District Cllr. Fitch Tillett (to item 6 incl)

No members of the public

1. Minutes of the Parish Council Meeting held on 07 June 2016

It was **AGREED** that the minutes of the Parish Council meeting held on 07 June 2016 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllrs. Bumphrey & Youngman (work commitments) and from Cllr. Riggott (holiday).

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

There were none.

4. Public Participation

There were no members of the public present.

5. Police Report

There was no officer present and no report.

6. District Council and County Council

6.1 County Councillor Report

Refer attached. Cllr. Fitch Tillett will obtain an update in respect of Laurel Farmhouse for the September meeting.

6.2 District Councillor Report

Refer attached

6.3 Passing Places

Cllr. Northam has asked the Highways engineer to arrange to meet with the Chairman to discuss the passing places.

The District and County Councillors left the meeting.

7. Planning

7.1 Planning Applications for consideration

Members considered the following applications:

PF/16/0700 Removal of condition 11 of planning permission PF/13/0451 for code of sustainable homes at The Embankment, Jubilee Lane, Cromer – It was **AGREED** to raise no objections.

PF/16/0654 Conversion of existing garage to annexe containing one bedroom, one bathroom, kitchen/lounge living space at 19 Emery's Close – It was **AGREED** to raise no objections.

PF/16/0793 First floor extension and ground floor infill at Woodturners Cottage, 44 North Walsham Road – It was **AGREED** to raise no objections.

PF/16/0176 Siting of container for general football club storage at Northrepps Playing Field (note: amendment of location address) – It was **AGREED** to raise no objections.

Planning Decisions from NNDC/NCC:

Variation of condition 7 of PF/96/1393 to allow use of a maximum of 10 karts at any one time at Karttrak - Permitted

7.2 Fence Norwich Road (Aldis Close)

It was noted that the Enforcement Officer has visited the site and advised that the Highways Officer and the Developer have no issues with the fence.

7.3 Gallus Close (former cottage)

The Clerk circulated the plan for the cottage and it was noted that the sash windows were included in the amended application. Members asked that the clerk obtain further clarification from NNDC in respect of the chimney stacks.

7.4 Laurel Farmhouse

Refer item 6.1 above

7.5 Other Planning Matters (for information only)

The Clerk was asked to contact NNDC to check that Karttrak have the necessary permissions for the café.

8. Highways & Transportation

8.1 Overgrown hedges

The Clerk was asked to send a letter of thanks to the residents at Crossdale Street for cutting back the overhanging branches. It was **AGREED** to instruct the Clerk to ask NCC Highways to deal as necessary in respect of the property at Broadgate Close.

8.2 Leaning Tree

The Clerk was asked to contact the Highways Engineer for an update.

8.3 **Blocked Gutter**

It was noted that this has been cleared.

8.4 **Parish Partnership Scheme**

Details of the 2017/18 scheme were noted.

8.5 **The Avenue**

It was noted that nothing further had been heard from the resident.

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

Cllr. Callaghan asked that there are branches overgrowing the footpath along Norwich Road. The Chairman will check and advise as necessary.

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** – These were circulated to members and noted.

9.3 **Review of Standing Orders**

Members reviewed the Standing Orders which were **AGREED** as attached.

9.4 **Review of Financial Regulations**

Members reviewed the Financial Regulations which were **AGREED** as attached.

9.5 **Review of Internal Control Procedures**

Members reviewed the Internal Control Procedures and the Internal Control Specification which was **AGREED** as attached.

9.6 **Review of Parish Council Risk Assessment Policy**

Members reviewed the Risk Assessment Policy which was **AGREED** as attached.

9.7 **Review of Freedom of Information Act Publication Scheme**

Members reviewed the Publication Scheme which was **AGREED** as attached.

9.8 **Other Financial and regulatory matters**

There were no other matters to report.

10. Playing Field & Allotments

10.1 **Maintenance Works**

Molehills - It was noted that the pest controller is liaising with the Clerk to set a date for the works.

Plastic Bench – It was noted that the bench from the Crossdale Street bus shelter is being repaired.

10.2 **Adventure Playground**

It was noted that the new equipment has been installed but concern raised in respect of the height of the equipment. The Clerk advised that the recommended age range on the previous equipment was 4-9 year olds and the new equipment 5-12 year olds. It was **AGREED** that the Chairman, Cllrs. Claxton and Bartlett and the Clerk will meet with the contractor at the earliest date to discuss the concerns. It was also **AGREED** to look into the possibility of purchasing some equipment for the under 5s.

10.3 **Trees near new flower bed**

Refer item 16.

10.4 **Bookings for Playing Field**

No bookings have been received but it was noted that the Village Fete is to be held on the playing field on 30 July.

10.5 **Forest School**

There was no update.

10.6 **Storage Shed**

There was no update.

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

It was noted that the new tenant at the Craft Lane site is meeting with Mr Anderson to discuss cutting the hedge near the sewerage works.

11. Other works & projects

11.1 **Memorial Plaque**

Cllr. Fish advised that she had met with the family who has asked for the wording 'In memory of Geoffrey Risebrow who cared for this shelter for many years'. It was **AGREED** to ask Cromer Trophies and Engraving for a formal proof and quotation.

11.2 **Fireworks**

It was noted that the fireworks have been ordered and the village hall booked.

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

There were no other matters to report.

12. Correspondence

12.1 **Correspondence received since 07 June 2016** (list circulated)

Norfolk ALC	Newsletters
Community Action Nfk	Newsletters Invitation to AGM
Hopkins Homes	Business review document 2015

Mr Begley	Weekly and monthly defibrillator checks
NNDC	Street naming procedural guidance Big Society Fund

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)

WW1 Display – It was noted that a display board is required and suggested that the parish council could purchase a display board to be loaned out. Cllr. Fish will liaise with the Clerk to advised the size of board required and prices obtained for the next meeting.

14. To note the date of the next meeting: Tuesday 02 August 2016
It was noted that the November and December meetings will be combined and a single meeting held on 22 November.

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

There were no members of the public present.

16. To consider quotations

16.1 Tree Inspection

Two quotations were presented to members for the inspection of the trees at Northrepps Playing Field. It was **AGREED** to accept the quotation from R. Bell.

Tree works near new flower bed

It was **AGREED** in principle to accept the quotation from R Bell. The Clerk will advise the adjoining landowner.

16.2 Church Street Noticeboard

The Clerk had contacted several companies but only received one quotation. Members **AGREED** to refer back to an earlier quotation to cover the existing board with self-healing rubber and if possible attach beading to form a frame. The Clerk will obtain an up to date quotation.

There being no further business, the Chairman closed the meeting.

Signed

Dated.....

There have been two over-riding issues for me during June. Firstly as you may have seen in the press, an issue has arisen in the Broads area as to who is responsible for the additional cost levied by Norfolk County Council on the reclassification of waste from craft. After a rather animated public meeting in Ludham I have agreed to broker an agreement to resolve this. Our small herd of Bagot Goats was released on the Cromer Cliffs in early June and have settled in well. They are saving us £1500 per cut in clearing the undergrowth and preventing a harbourage for rubbish and vermin.

There has been a concentration of issues in respect of Coastal Management. I was disappointed that Poppyland was not represented at the launch of Coastal Management East at Ness Point in early June, however it was an excellent gathering of all the stakeholders throughout Norfolk and Suffolk with good media coverage. Both Rob Goodliffe and I had to appear in a French TV documentary in respect of coastal erosion where we took them to our usual hot spots – Happisburgh and now the big slump at Trimmingham. We hosted the National Coastal group known as The SIG (Local Government Association Coastal Special Interest Group) where we were able to show colleagues from as far apart as Tyneside, Blackpool, Dorset and Kent the challenges we face and explore solutions together.

I am hoping that the topic of Devolution has been put to bed. Personally, I voted against it solely because I felt that putting flooding and coastal management under direct control of the proposed Mayor would dilute the local input and emphasis on the very real threat we face. I am aware that there are several planning applications in the system at the moment, they appear to be uncontentious but I should be happy to take them up with planners if you feel there is a need.

I have received a few queries, mostly in respect of overgrown paths etc. but really, with so much rain, everything is growing faster than we can cut it and, of course in the case of permissive paths, such as the cliff path, it's the responsibility of the land owner.

Cllr Angie Fitch-Tillett Poppyland Ward, NNDC

County Councillor Report

Presently the main topic is Devolution.

Parish Partnership Scheme continuing in 20/17, £300,000 available for grants.

Application for grants by 16.12.2016.

National Highways and Transport Services Survey. NCC taking part, 3,300 questionnaires will be sent to a random sample of Norfolk residents. The result of the survey will be announced in October.

Felbrigg Roundabout Scheme. The £570,000 scheme for the roundabout on the Cromer- Holt Road is to go ahead financed by the County Council, NNDC, the Local Enterprise Partnership, Cromer Town Council, Roughton, Runton and Felbrigg Parish Councils.

Wyndham Northam

Financial Matters:

Payments for approval at July meeting:

101847	T T Jones – Street Light Maintenance	£ 61.82
101848	Dynamic Fireworks	£ 780.00
101849	Mrs J Warner – Salary & Expenses (June)	£ 223.98
101850	Norfolk Pension Fund (June)	£ 69.15
101851	HMRC Paye	£ 171.20
101852	Secret Gardens (June)	£ 190.00
101853	Berryman - Glassbank (June)	£ 32.21
101854	R Lane Bookbining Ltd – Minute books	£ 100.00

Receipts since last meeting:Financial Statement:

Reconciled balances @ 28 June 2016	
Community Account	£31747.68
Business Premium Account	£ 4755.13
High Interest Business Premium Account	£ 6288.14
Building Society Account	<u>£ 123.37</u>
	£42914.32
Less unrepresented cheques	<u>£193.26</u>
	£42721.06
Plus 1p re bank error	

The original copy has been signed by the Chairman and the Clerk as RFO and filed in the accounts