

**Minutes of the Meeting of Northrepps Parish Council
held on 06 September 2016 at 7.00 pm at Northrepps Village Hall**

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett, Cllr. J. Bumphrey,
Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. J. Youngman

Clerk Mrs J. Warner MILCM
District Councillor Fitch-Tillett

2 members of the public

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

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

2. Apologies for absence

Apologies were accepted from Cllrs. Penlington & Riggott. Apologies were noted from County Cllr. Northam and PCSO Holmes.

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

Cllr. Bumphrey declared an interest in item 7.4 Noise Nuisance.

4. Public Participation

The member of the public did not wish to address the meeting. Thanks were given to Mr Poole for filling the water tank by the raised flower bed.

5. Police Report

The police report was read out (refer attached).

6. District Council and County Council

6.1 Report from District and County Councillors

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

6.2 Laurel Farm

Cllr. Fitch-Tillett advised that Laurel Farm is looking slightly better. The garden has been cleared, new fencing and gate installed and the windows painted.

Cllr. Fitch-Tillett left the meeting.

7. Planning

7.1 Planning Applications for consideration

There were no applications to consider.

Planning Decisions from NNDC/NCC:

PF/16/0793 First floor extension and ground floor infill at Woodturners Cottage, 44 North Walsham Road – Permit

PF/16/0346 Conversion of barns to form 3 holiday lets at Manor Farm, Crossdale Street – Permit (revised conditions)

7.2 Gallus Close (former cottage)

There was no update to report.

7.3 Local Plan Call for Sites

It was noted that site visits are being arranged to take place on 17 October. The Chairman and Clerk have been invited to attend.

7.4 Noise Nuisance

Cllr. Bumphrey declared an interest in this item but remained at the meeting to answer questions from councillors.

It was noted that several members were in receipt of complaints in respect of loud music from The Foundry P.H. on Sunday afternoons. Cllr. Bumphrey stressed that he did not want to upset residents and asked that they contact him direct with any concerns. He advised that he will take on board all the comments and in the future will consider booking only acoustic acts during the summer months.

7.5 Other Planning Matters (for information only)

It was noted that NNDC are holding a briefing session for Parish Clerks in respect of planning services changes. Unfortunately the Clerk cannot attend as it clashes with the next Parish Council meeting.

8. Highways & Transportation

8.1 Leaning Tree

It was noted that NCC Highways have inspected the leaning tree near Forest Lodge and have advised that it is structurally sound.

8.2 Parking near School Barn

It was noted that there is little that Highways can do in respect of the parking near School Barn. No response has been received from the police.

8.3 Overgrowing Tree

It was **AGREED** that Cllr. Mackay will speak to the resident of Manor House Barn to ask that the tree be cut back.

8.4 Traffic Orders

It was noted that Temporary Traffic Orders have been received due to the inspection of the railway bridges at New Road and Hall Road on 10th & 11th September.

8.5 Public Rights of Way

Members were in receipt of information in respect of the need to ensure that all Public Rights of Way are recorded on the definitive map. The Clerk asked for assistance in identifying all the PRowWs but the Chairman advised that he had checked the definitive map online and as far as he is aware, all of the PRowWs in Northrepps are already included. It was **AGREED** to take no further action.

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

There were no other matters to report.

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 Maintenance and Street Lighting Contracts**

Members were in receipt of the current contracts which expire on 31 March 2017. It was **AGREED** to add the clearing of molehills prior to grass cutting to the maintenance contract. It was also **AGREED** that NCC Highways are asked whether the Parish Council can plant some shrubs in the small unsurfaced area at the end of the new pavement near the school.

The Clerk asked that any other amendments are forwarded to her asap. The Tender Documents will be drafted and presented to the next meeting for consideration.

9.4 Annual Return - Report from External Auditors

Members were in receipt of the report from the External Auditors for the year ended 2015/16 and were pleased to note that there were no matters for concern.

9.5 Crossdale Street Bus Shelter

Item moved to 16.2 below

9.6 Other Financial and regulatory matters

2018 WW1 Commemoration – Cllr. Fish asked that funding for the purchase of a commemorative bench be included in the budget.

10. Playing Field & Allotments**10.1 Maintenance Works**

Molehills - It was noted that due to the continued dry weather, the pest control works are yet to take place.

10.2 **Adventure Playground**

The Chairman and the Clerk have met with the Managing Director of Play and Leisure Limited who has agreed to top up the woodchip to the required levels and supply a sit on springer at no cost to the council. He has also offered a 10% discount on a sit in springer. It was **AGREED** to accept the offer and members selected a minivan sit in springer and a dog sit on springer.

It was also **AGREED** in principle that when the wooden climber needs replacing (est. 3-5 years) to consider installing a toddler multiplay unit in its place.

10.3 **RoSPA Inspection**

It was noted that the Clerk is liaising with Proludic re the chain connectors. It was **AGREED** to accept the quotation from the maintenance contractor for the other works to the fence, swing and climber. CYFC are dealing re the goalposts.

10.4 **Dog Control Order**

The Clerk read out an email from NNDC advising that they are in the process of compiling the maps etc to go out with the consultation. They will let the Clerk know when they have a confirmed date for the consultation.

10.5 **Notice board at Village Hall/Playing Field**

The Clerk is waiting to hear from the Village Hall committee in respect of jointly purchasing a noticeboard.

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

Cromer Youth FC – It was noted that CYFC will be using the playing field for matches every Saturday and Sunday morning until 1pm from 10 Sept 2016 to end of April 2017. All training at Northrepps has finished until after Easter 2017.

11. Other works & projects

11.1 **Memorial Plaque**

Cllr, Fish advised that Mr Risebrow's family are delighted and asked that thanks be passed on to the Parish Council for the plaque which has been installed in the bus shelter.

11.2 **Fireworks**

It was noted that arrangements are in hand.

11.3 **WW1**

Cllr. Fish advised that a display board is no longer required and thanked the Parish Council for their support. It was noted that the Northrepps WW1 project has been entered into the Remembering WW1 award scheme.

11.4 **BT Phone Box on Church Street**

It was noted that the Clerk had contacted BT asking that the missing panes of glass be replaced and the phone box be cleaned. Both had been done within a week of raising the issues with BT. Photos of the phone box have been forwarded to BT who will be assessing whether it can be added to the waiting list to be painted.

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

There were no other matters to report.

12. Correspondence

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

Norfolk ALC	Newsletters
NNDC	Argos community help offer
NN Parish & Town Council Forum	Attendance at meeting. <i>It was AGREED that as members were in receipt of the reports, there is no need for a representative from NNP&TF to attend a meeting of the Parish Council. It was AGREED to support the proposals from the North Norfolk Parish and Town Council Forum in respect of a proportion of Second Homes Council Tax being passed to Parish and Town Councils for use in the communities affected by second homes.</i>
J Begley	Defibrillator checks – All OK
NN CCG	Meeting at Aylsham 13/9/16
Community Action Norfolk	Newsletter
NPFA	<i>It was AGREED that Cllr Claxton will attend the Autumn Conference on 27 Oct 2016.</i>
Age Concern 1/10/16	Day of the elder person
Stagecoach	Annual Performance

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)

Grass verge by Crossdale Street / New Road junction – It was noted that the verge by the plastic bus shelter is often missed by the verge cutters and suggested that maybe the Parish Council could take it on or recruit some volunteers to look after it. The Clerk will contact NCC Highways and place this on the agenda of the next meeting for further discussion.

Wall near school – Concern was raised that the projecting wall is a hazard to drivers. The Chairman will contact the resident to ask what is happening and ask whether it can be moved back.

14. To note the date of the next meeting: Tuesday 04 October 2016

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.

16. To consider quotations

16.1 Church Street Noticeboard

The Clerk advised that no further progress has been made re sourcing a suitable surface for the noticeboard.

16.2 Crossdale Street Bus Shelter

Two quotations were presented for a deep clean of the bus shelter. It was **AGREED** to accept the quotation of £70 from Colin's Cleaning Service.

The Chairman and Cllr. Bumphrey will be carrying out the maintenance works to the shelter and will assess what can be done to open up the shelter to deter people from using it as a toilet.

There being no further business, the Chairman closed the meeting at 8.10pm

Signed

Dated.....

Northrepps Parish Council Meeting Report

3rd April 2016 to 29th July 2016

Crime Figures for this period –

There have been 3 reported crimes during this period

- 1 x Assault occasioning actual bodily harm
- 2 x Sexual offence

Calls to Police - 11 Calls have been received from members of the public.

Current priorities:

1. Speed Enforcement in Cromer and Surrounding areas.
2. High Visibility Patrols in Cromer and surrounding Parishes
3. Youth Interaction at Cromer Skate Park

The next SNAPs priority setting meeting will be held at Cromer Town Council Offices, North Lodge Park on Monday 24th October 2016 at 6.30pm

PCSO 8163 Allison Holmes – CROMER SNT

District Councillor's Report September 2016

As usual there have been no official meetings other than Planning during August which has given me the opportunity to spend more time in the Ward and catch up on a few projects at home.

Where NNDC is concerned, the disposal charge levied in public bin provision in the Broads area is still unresolved, although I am more optimistic of being able to leave them on site within our budget – a great deal of work has gone on with all the land owners during the so called quiet period.

I had a very interesting tour round the Trimmingham Outdoor Centre, the owners of which have ambitious plans for better utilisation of the site. I also met with senior members of the trust that owns The Pleasance who, having sold a property in the South of England, now have funds to invest in this property. We had an in depth meeting covering the potential coastal erosion risks and I was very please to be able to take both Rob Goodliffe (NNDC Coastal

Team Leader) and Bill Parker (Manager, Coastal Partnership East) with me as support.

All members of the Partnership had a further familiarisation tour of the coast, this time we visited the Suffolk Coastal District, starting at Snape, through Aldborough and Thorpeness on to Dunwich Heath and finally Dunwich beach.

The summer meeting of the Broads Internal Drainage Board was held in Hickling Barn and just a small comment for those who think it might be – it has absolutely nothing to do with smelly drains, it is committee made up of land owners and members of the relevant District and Borough Councils to keep people's feet dry, in other words land drainage within the Broads Area, linking in with the rivers systems of the Thurne, The Ant, The Bure and The Yare.

You will be aware that there were two things very much under discussion during the summer. Cabinet has decided to walk away from both Devolution and a full Sharing with Gt Yarmouth Borough Council, but we will continue to pursue opportunities to share services on an individual basis.

We are still working on trying to close the funding gap for the Bacton/Walcott scheme and had an update video conference with all those involved. Whatever happens the Terminal Operators will go ahead with their defence works, but as the coast defence authority, it is our duty to ensure that there are no detrimental effects to coastal communities and structures as a result.

The Boundary Commission has suggested that there should be no change to the make up or boundaries of Poppyland Ward, for which I am very grateful!

I should like to congratulate Overstrand Parish Council for their intention to prepare a Neighbourhood Plan.

The only complaints I have had since we last met have been in respect of the lack of maintenance on the permissive paths and a resident who had a problem getting his phone call to the council answered.

I note that you have Planning Applications to consider and would welcome any comments you have.

**Cllr Angie Fitch-Tillett
Poppyland Ward.**

Financial Matters:Payments for approval at September meeting:

DD	Eon – Street Lighting Electricity	£ 24.10
101860	Cromer Trophies re plaque	£ 60.00
101861	Mazars LLP – External Audit	£ 240.00
101862	Mrs J Warner – Salary & Expenses Aug	£ 282.08
101863	Norfolk Pension Fund – Pension Aug	£ 69.15
101864	Secret Gardens August	£ 190.00
101865	Berryman- Glass bank August	£ 32.21

Receipts since last meeting:

Allotment rents	£ 40.00
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Financial Statement:

Reconciled balances @ 28 August 2016	
Community Account	£29378.93
Business Premium Account	£ 4755.13
High Interest Business Premium Account	£ 6288.14
Building Society Account	<u>£ 123.37</u>
	£40545.57
Less unpresented cheques	<u>£ 0.00</u>
	£40545.57
Plus 1p re bank error	

NOTE: Original document signed by Chairman and Clerk as RFO and filed in accounts