

Minutes of the Meeting of Northrepps Parish Council held on 04 April 2017 at 7.00 pm at Northrepps Village Hall

Present:

Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett, Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. S. Riggott,

Clerk Mrs J. Warner MILCM

County Cllr. W. Northam, District Cllr. A. Fitch Tillett
3 members of the public

1. Minutes of the Parish Council Meeting held on 07 March 2017

It was **AGREED** that the minutes of the Parish Council meeting held on 07 March 2017 be **APPROVED** as a true record. The minutes were signed by the Vice-Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Mackay who was called away to a family emergency and from Cllr. Youngman (no reason given). Apologies were noted from PCSO Holmes.

Concern was raised at the number of absences by one member. The Clerk explained the legal position in respect of the six month rule and was asked to issue a gentle reminder to the member concerned.

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

Cllr. Riggott declared an interest in any allotment matters and the Village Hall Committee.

Cllr. Claxton declared an interest in matters relating to PF/17/0505.

Cllr. Bartlett declared an interest in matters relating to PF/17/0012.

Cllr. Fish declared an interest in matters relating to PF/17/0484.

As the planning applications were for nearby properties and not likely to affect the value of the councillors' own properties it was agreed that the members could remain and participate in the meeting.

4. Public Participation

Mr. Riggott thanked the Parish Council for the grant awarded to the Luncheon Club.

5. Police Report

Members were in receipt of the newsletters from the Police and Crime Commissioner. The Clerk was asked to contact PCSO Holmes to ask for an update in respect of the recent incident at Grove Farm.

6. District Council and County Council

6.1 County and District Councillor Reports.

County Cllr. Northam and District Cllr. Fitch Tillett made their reports (refer attached) and then left the meeting.

Cllr. Northam was thanked for his years of service as a County Councillor.

6.2 Other County and District Council Matters

There were no other matters to report.

7. Planning

7.1 Planning Applications for consideration

**PF/17/0266 Variation of condition 1 of PP Ref PF/15/1466 (original ref PF/14/1559) to revise the approved plans in relation to plot 41 the converted cottage on Church Street
Former Cherryridge Poultry Site, Northrepps**

It was **AGREED** to raise objections. Members would prefer that the developer reverts back to the original plans.

**PF/17/0484 Erection of 2 storey extension to side following demolition of attached garage, porch to front elevation
127 Broadgate Close, Northrepps**

It was **AGREED** to raise no objections. Cllr. Fish abstained from participating in this item.

**PF/17/0012 Conversion of farm buildings to 5 residential dwellings, new windows and doors, roof alterations, elevational changes and single-storey extension to east elevation of barn 1
North Norfolk Business Centre Ltd., Crossdale Street, Northrepps**

It was **AGREED** to raise no objections provided that Highways are satisfied with the new access on to the A149.

**PF/17/0505 Erection of two single storey dwellings
Crimond, Norwich Road**

It was **AGREED** to raise objections on grounds of over-development of the site. It was noted that the previous planning permission was only for one dwelling.

Planning Decisions from NNDC/NCC:

PF/17/0110 Variation of condition 2 of PF/16/1438 to allow for revised roof design at Northrepps Aerodrome - Permit

7.2 Gallus Close (former cottage)

Refer planning application PF/17/0266 above.

7.3 Other Planning Matters (for information only)

The Clerk reported on a planning enforcement issue which had arisen and was swiftly dealt with by the team at NNDC.

8. Highways & Transportation

8.1 Verge cutting & overgrown hedges

The Clerk advised that NCC Highways are prepared to pay £70 pa towards the cutting of the verges at the entrance of Broadgate Close and in front of the Crossdale Street bus shelter. It was **AGREED** to accept the offer and instruct the contractor to add the works to his contract.

8.2 Parking issues

The Clerk read an email from a resident raising concern in respect of inconsiderate parking on Bulls Row. Members reported their concerns in respect of similar issues near the village sign, at the entrance to Gallus Close and at the entrance to Hall Road. The Clerk was instructed to contact NCC Highways and the police for advice.

8.3 Other Highway Matters (for information only)

The Clerk was asked to report several potholes in the passing places on New Road.

Members noted the revised highways areas.

9. Finance & Regulatory Matters

9.1 Payments and Receipts & Financial Statement

The financial matters were **APPROVED** and the finance sheet signed by the Vice-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 Crossdale Street Bus Shelter

Concern was raised that the nesting season has begun and the works are yet to be carried out. The Clerk was asked to contact the Chairman for an update.

9.4 Other Financial and regulatory matters

There were no other financial matters to report.

10. Playing Field & Allotments

10.1 Maintenance Works

Molehills - It was noted that whilst the works have been successful, a fresh molehill has appeared on the running track. The Clerk was instructed to ask the pest controller to attend asap.

10.2 Conifers

The Clerk advised that a query has arisen in respect of ownership of the land and the works to remove the conifers will not proceed until written permission is received from Mr Gurney confirming that the Parish Council may continue to maintain the footpath.

10.3 Cromer Youth FC

It was **AGREED** to move this item to be discussed in private.

10.4 Forest School

The Clerk advised that she awaits the signed agreement from the school.

10.5 RoSPA Inspection

It was noted that the Chairman has not yet fitted the new shackles on the swing. Cllr. Riggott advised that if the Chairman does not have the time to fit them please let her know and Mr Riggott will complete the works.

10.6 Dog Control Order

It was noted that the Dog Control and Public Places Orders are progressing.

10.7 Gardens

Members were sad to learn that Jane Halls was standing down from her role as volunteer gardener and gave thanks for all her hard work. The Clerk was instructed to place an advert in the local papers asking for volunteers to come forward.

10.8 Allotment Site at Playing Field

The Clerk advised that despite many hours of research, including going back through 100 years of minutes of meetings, there was no evidence that the left hand strip of land had ever been formally handed over to the Parish Council.

It was **AGREED** that this issue of land usage needs to be resolved as soon as possible and was suggested that rather than a licence, an agreement similar to an allotment tenancy could perhaps be considered. The Clerk was instructed to write to the agent advising that before the Parish Council agree to pay any profession fees, members would like to know how much this is likely to cost and request that full information of the fees and the agreement are made available for the next meeting on 02 May 2017.

It is noted that the agent suggests a 6 month notice period, however if the agreement proceeds, members would ask for a minimum of 12 months in order that the allotment tenants can complete a growing cycle and that this can only be served at an appropriate point of the year. The allotment tenancies are renewed each Michaelmas so this would perhaps be a suitable date at which notice could be given.

10.9 Other matters (for information only)**Hire of Playing Field**

The following requests for use were considered:

25 June 2017 – Party – Booking form and payment still awaited

22 July 2017 – Village Fete – Agreed to waive booking fee

Play Inspection Course – Cllr. Claxton advised that she cannot attend the event in Cambridge but would like to attend a similar course if one arises locally. It was noted that Cllr. Claxton continues to carry out and record regular inspections of the play equipment.

Annual Inspection of Parish Council owned assets – The Clerk asked for volunteers to carry out the annual inspection. Cllr. Bartlett advised that he will contact the Clerk for copies of the inspect sheets.

11. Other works & projects

11.1 WW1

Cllr. Fish provided an update in respect of the Beacon of Light and commemorative bench.

11.2 Other matters (for information only)

There were no other matters to report.

12. Correspondence

12.1 Correspondence received since 07 March 2017 (list circulated)

Norfolk ALC	Weekly Newsletters
NALC	Parish Precepts
CPRE	Housing Allocation Pledge
Civic Voice	Housing White Paper survey
NCC	Poster re forthcoming elections

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)

There were no matters to put forward for the next agenda.

14. To note the date of the next meeting: Tuesday 02 May 2017 Annual Parish Council Meeting

15. IT WAS AGREED UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

The members of the public left the meeting.

16. Quotations

16.1 Allotment Hedges

It was noted that the Clerk is yet receive alternative quotations.

16.2 Cromer Youth FC

The Clerk provided an update and was asked to contact CYFC for the signed hire agreement and payment for the 2016/7 season.

There being no further business, the Vice Chairman closed the meeting at 8.50pm

Signed

Dated.....

District Councillor's Report April 2017

The last month has been very, very busy!

I have chaired several meetings with the Fishermen, rather too many of whom are now wishing to fish off Cromer Beach for their additional security after several had had their engines stolen from remote locations. We will be marking out official parking spaces on the eastern promenade in order to reduce the potential for conflict between them and the chalet owners.

We had the spring meeting of the LGA Coastal Special Interest Group where amongst the presentations we were visited by the Coastal Minister, Therese Coffrey M.P. for Suffolk Coastal within our Partnership. She has a good grasp of the issues along our coast and I am convinced we can call her a friend.

I attended the board meeting of the Wash and North Norfolk European Marine Site – the rather ungainly name is currently under review especially in the light of Brexit! We have a new project manager – Dr Sam Lew who, as a breath of fresh air, is going to keep us all on our toes. One of the overriding issues is disturbance caused by the many visitors to our sensitive designated sites of special scientific interest, especially as well over 40% them visit to exercise their dogs.

We had a fascinating briefing from Trinity College, Cambridge on their plans to develop the large piece of land that they own to the south of the Fakenham bypass.

I went to Breckland District Council Offices for the Norfolk Waste Partnership where all us Collection authorities meet with the County Council who, of course are the Disposal authority. We in North Norfolk are about to procure for our waste collection as the current contract expires in 2019. We are looking at variations to the service, such as collecting food waste, how to reduce the contamination in our recycling and how to reduce residual waste.

The Norfolk Coast Partnership Spring Forum was held in the newly refurbished Elizabeth Wing at Holkham Hall by invitation of Lord Leicester, and enthusiastic member of the Partnership. A stunning venue available for hire for conferences or as a wedding venue. Again, disturbance in sensitive sites was a hot topic.

Our Coastal Partnership East continues with the familiarisation tours and we met in Gt Yarmouth and toured south as far as Southwold looking at all the issues.

We held our Spring Coastal Forum, again with good presentations especially from Cranfield University with their coastal mapping programme.

I went up to London again, this time for a “Collection Conference” with Scott Martin who manages our Waste Contract again, to establish the best way forward for our new contract.

I had to chair a public meeting in Horning trying to resolve a flooding issue on Ferry Road.

I was happy to propose the acceptance of The Public Space Protection Orders at Cabinet this Monday which amongst others will ban dogs from Northrepps Playing Field.

Locally, I was delighted to see the Planning Application to demolish “Crimond” on the Norwich Road and replace the property with two bungalows, and I had an interesting enforcement issue with a rather strange erection at Shirley Cottage with a severe impact on Golden House Barn. It was resolved virtually overnight which was a good result for us all.

**Cllr Angie Fitch-Tillett
Poppyland Ward**

Report from County Councillor

This is my last County report as my term of office ends on May 3rd.

North Norwich Distributer Road (NNDR) Work is continuing to plan with its opening scheduled for the end of this year. It is hoped the NNDR will bring new businesses and much needed extra tourism to North Norfolk.

The Highways Maintenance Section has been split into four areas, the North Area Manager will be a Mr. Chris Alston. Steve White will still be our Highways Engineer and still based at Aylsham.

I wish the Council well in its endeavours on behalf of the good people of Northrepps.

Wyndham Northam

Financial Matters:**Payments for approval at April meeting:**

101916	Burchys pest Control	£ 185.00
101917	URM – Glass bank March	£ 32.21
101918	Secret Gardens- Maintenance March	£ 150.00
101919	Mrs J Warner – Salary & Expenses Mar	£ 223.98
101920	Norfolk Pension Fund – Pension Mar	£ 69.15
101921	HMRC – Paye Jan Feb Mar	£ 147.80

Receipts since last meeting:

Interest on bank accounts awaited

Financial Statement:

Reconciled balances @ 30 March 2017	
Community Account	£17880.04
Business Premium Account	£ 6289.70
High Interest Business Premium Account	£ 4756.31
Building Society Account	<u>£ 123.37</u>
	£29049.42
Less cheques to be banked	<u>£ 750.00</u>
	£28299.42

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