

Minutes of the Meeting of Northrepps Parish Council held on 06 February 2018 at 7.00 pm at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett, Cllr. H. Claxton, Cllr. S. Penlington, Cllr. S. Riggott,
Cllr. J. Youngman

Clerk Mrs J. Warner PSLCC AICCM
District Cllr. A. Fitch Tillett (to item 7 incl)
County Cllr. E. Maxfield (to item 9 incl)

2 members of the public

1. Minutes of the Parish Council Meeting held on 02 January 2018

It was **AGREED** that the minutes of the Parish Council meeting held on 02 January 2018 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were acceptance from Cllr. Callaghan (attendance at funeral).

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

Members made the following declarations:

Cllr. Riggott – Any Village Hall and Allotment matters

4. Public Participation

No members of the public wished to speak.

5. Novus Homes

No representative was present to provide an update.

The Clerk advised that Novus Homes are hoping to arrange a public consultation event in March.

6. Police Report

6.1 Update from PCSO & Newsletter

Members were in receipt of the monthly newsletter and a letter from the Chief Constable in respect of Norfolk 2020.

6.2 Any other police matters (for information only)

There were no other police matters to report.

7. District Council and County Council

7.1 County and District Councillor Reports.

District Cllr. Fitch Tillett made her report (refer attached)
Cllr. Fitch Tillett left the meeting.

County Cllr. Maxfield had circulated a report prior to the meeting (refer attached). Cllr. Maxfield advised that there was no update in respect of medical and education provision as this would be tied in to any new development. It was noted that the dropped kerb has been installed. Cllr. Maxfield is to pursue matters re speeding traffic on Crossdale Street.

Concern was raised in respect of the poor broadband speeds in areas of the parish and the number of near misses at the Norwich Road Roundabout in Cromer.

Cllr. Fish raised concern in respect of the proposed increase in County Councillors' allowances and the cuts to the mobile library service.

8. Planning

8.1 Planning Applications and decisions

Planning applications for consideration

There were no planning applications for consideration.

Planning Decisions received from NNDC

There were no planning decisions to report.

8.2 'Greater Cromer'

A response to the survey was agreed.

8.3 Norfolk Coast Partnership – Neighbourhood Plans

It was noted that the Chairman will attend a Neighbourhood Plan Surgery at Sheringham Community Centre on 27 February 2018.

8.4 Other Planning Matters (for information only)

The Clerk provided an update on her attendance at a meeting of the Public Access Forum at NNDC.

9. Highways & Transportation

9.1 Leaning Pole & Power Lines

The Clerk was asked to obtain an update for the next meeting.

9.2 Slip road near Hall Road

County Cllr. Maxfield will speak to the residents. It was suggested that perhaps the land owner could be approached to cut back the area of trees to provide an area for parking.

9.3 Overgrown trees and hedges

There was no update re Broadgate Close. It was **AGREED** to instruct the Clerk to contact Highways re the trees near the entrance to Grove Farm on New Road. It was felt that the spring growth could obscure visibility.

- 9.4 **Other Highway Matters** (for information only and inclusion on the next agenda)

Items to be reported:

Mud on Craft Lane.

Pothole at Rectory Road / Craft Lane junction.

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). It was **AGREED** to refund the hire fee for a cancelled booking of the playing field for September 2018.

- 10.2 **Actuals Against Budget to date** – These were circulated to members and noted.

10.3 **Bank Reconciliation**

Members were in receipt of the bank reconciliation to 31 December 2018 which was **APPROVED**. The bank reconciliation was signed by the Chairman and by the clerk as Responsible Finance Officer.

10.4 **S137 Annual Grants**

The Annual Grants were **AGREED** as follows:

St Marys Church for upkeep of burial ground	£600.00
Citizens Advice Norfolk	£100.00
East Anglian Air Ambulance	£100.00
Norfolk Age UK	£100.00
Northrepps Luncheon Club	£100.00
Friends of Northrepps School	£100.00

10.5 **Quarterly Finance Checks**

The Clerk advised that the inspection had to be postponed. A new date is to be set.

10.6 **Casual Vacancy**

It was **AGREED** to consider this item at the end of the meeting without the public present.

10.7 **Review of Assets for Insurance Purposes**

The Clerk advised that she has commenced the work but due to the volume of other Parish Council matters she had not yet had time to complete the valuation.

10.8 **Play Equipment**

The Clerk advised that one quotation is still awaited and grant funding to be sourced.

10.9 **General Data Protection Regulations**

It was noted that training will be held on 13 March and members of Upper Sheringham parish Council will also be attending.

10.10 **Other Financial and regulatory matters** (for information only)

There were no other matters to report.

11. **Playing Field & Allotments**

11.1 **Dog Control Order**

It was noted that the orders will progress in the late spring and in the meantime NNDC will carry out patrols and speak to offenders. Members advised that the school run times are the most common time that dogs are on the playing field.

11.2 **Maintenance of Council Owned Assets**

There was no further update.

11.3 **Cromer Youth Football Club**

A request was received from CYFC to use the large pitch on Sundays from Sept 2018 to April 2019. It was **AGREED** that the hire fee will be £500 and CYFC will be asked to pay for any additional pest control treatments.

11.4 **Bookings for Playing Field**

There were no bookings for consideration.

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

There were no other matters to report.

12. **Other works & projects**

12.1 **WW1**

Cllr. Fish provided an update in respect of the Beacon of Light and commemorative bench. Members raised no objections to the consultation by Historic England in respect of the War Memorial.

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

There were no other matters to report.

13. **Correspondence**

12.1 **Correspondence received since 05 December 2017** (list circulated)

Norfolk ALC	Second Homes Campaign - <i>The survey was completed online at the meeting.</i> Newsletters
NCC	Norwich Western Link 'In good company' summit
CPRE	Campaign re new housing allocations
Community Action Norfolk	Newsletters
NNTPF	Update

All the above correspondence was noted and no comment made unless stated.

14. To receive items to be included on the next agenda and to consider any other business (for information only)

There were no items reported.

15. To note the date of the next meeting: Tuesday 03 April 2018

NOTE: There will be no meeting on 06 March.

There will be GDPR training for all members on 13 March 2018

16. 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.

17. Allotment Hedges

It was **AGREED** to accept the quotation from Secret Gardens. It was stressed that the hedges need to be cut before the nesting season.

18. Clerk's contract of employment

The Clerk advised that she is continuing to monitor her hours and will report back to the next meeting.

19. Casual Vacancy

It was noted that there was one application for the vacancy which was read out to members. Following consideration, it was **AGREED** to co-opt Mrs Jennifer Cummings-Knight on to the Council.

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

Signed

Dated.....

**District Councillor's Report
February 2018**

The February Cabinet had a very long agenda. It's discussions were as follows :

An additional clause to the Asset Management Plan so that there is a balance between commercialisation and public service.

There would be no change to the provisions for Gypsies and Travellers.

A Sub-Committee had been formed to liaise with Vattenfall in regard to their application to site a Wind farm off the coast with landfall at Cart Gap.

The Housing Allocations Policy had been refreshed and there were no significant changes.

Digital Transformation was moving forward to part 2.

All aspects of the council's finance were discussed and the 2018/19 Budget was presented. It is showing a small rise in the District Element of Council Tax, the first for seven years. It will go forward to Full Council on 21st February for approval and / or amendment.

Poppyland Issues include that I have agreed that officers approve the Planning Application for a gymnasium at North Norfolk Business Park. Officers intend to leave the cliff slip at the west end of Overstrand Prom but to construct a safe pathway over it. I am awaiting advice as to whether a planning application will be needed for the surface water retention pond proposed in the Forest Park land.

**Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC**

Norfolk County Councillor's Report – January/February 2018

I'll start by repeating the apology in my December report that work is currently keeping me down in London a fair bit during the week. The good news is that will shortly come to an end as I will shortly be starting a new job based in Norwich. I might not make it to many Parish Council meetings in February but after that I won't have any excuse!

COUNTY COUNCIL BUDGET AND SERVICES FOR CHILDREN

Thanks to everyone who responded to the various County Council budget consultations. The early part of the County Council's year is dominated by discussions about the budget. It looks as though the administration has changed its mind over cuts to bus subsidies and to the road gritting programme which is good news.

My committee responsibility at County Hall is Children's Services and we went through a solid five hours of debate about various issues earlier this month. It included a discussion on planned cuts to the Children's Centre budget and moving Special Educational Needs funding away from schools clusters. I voted against both of those proposals for the same reason – that they were making the changes before coming up with an alternative plan that would make the service as good or better. Sadly they both went through.

I should mention here that I am pleased Norfolk's Children's Services are judged to be improving by OFSTED. A lot of work has gone into tackling the problems identified by OFSTED back in 2013. Everyone accepts that more work needs to be done and I am working closely with councillors of all parties and council staff to make sure we get the right solutions for all children and young people in the County. If anyone has questions about specific parts of my work in this area I'd be happy to answer them.

COUNCILLORS' ALLOWANCES

You will no doubt have seen the row over the increase in County Councillors' allowances. We voted twice on the issue – because the Lib Dem and Labour groups called an extra meeting of the Council early in January and I voted against the increase both times. The big increases went through despite the level of protest that was heard from the public. One of the oddest parts of change is that the increase is being back-dated to May 2017. I am going to give my back-dated pay to charity and if you know of any local good cause that would benefit from a donation, please let me know.

HIGHWAYS

Highways issues are always make up the biggest part of my postbag. I am currently supporting a number of small projects through the £6,000 allocated to Mundesley division from the Highways budget. The allocation for this year is getting close to being spent up but I assume we will get the same again next year. If you have any highways issues that could be tackled with a contribution from this fund, let me know.

I've even started a 'pothole of the year' competition on my website after I spotted a pothole round the corner from County Hall was fixed within a couple of hours! So if you think you know of a pothole that might have been waiting to be fixed for a lot longer than that, just email me with the details!

BROADBAND

There's an on-going effort to improve broadband speeds across Norfolk. Everyone seems to have their favourite statistic to show that they are making progress but I was struck by this one: a Parliamentary report shows that out of 650 Parliamentary Constituencies, North Norfolk sits 603rd in the league table for average broadband speeds. I know my colleagues on the recently formed Digital Innovation Committee at County Hall are working on improving that so hopefully there will be positive news in due course.

YOUTH PARLIAMENT

Finally, do you know anyone who would like to stand for the Youth Parliament? It is a great way to get to know how politics works. To stand for election, candidates need to fill in an application form at www.norfolk.gov.uk/youthparliament by 5pm on February 7. All candidates are invited to a welcome event on Saturday, February 10 to meet the current MYPs and to learn how to run a campaign.

Ed Maxfield, January 2018

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07449 706215

www.edmaxfield.org.uk

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

DD	EON – Street Light Electricity (Dec)	£ 30.61
101991	URM Group – Glassbank (Jan)	£ 32.74
101992	Secret Gardens – Maintenance (Jan)	£ 178.00
101993	VOID CHEQUE	
101994	Mrs J Warner – Salary & Expenses (Jan)	£ 288.40
101995	Norfolk Pension Fund – Pension (Jan)	£ 70.45
101996	Playing field booking refund	£ 50.00

Receipts since last meeting:

NONE

Financial Statement:

Reconciled balances @ 2/2/18	
Community Account	£21650.36
Business Premium Account	£ 6290.80
Business Premium Account	<u>£ 4757.14</u>
	£32698.30

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

NORTHREPPS PARISH COUNCIL

BANK RECONCILIATION FOR QUARTER ENDED 30/12/2017

	£
Balance as at April 1st 2017	<u>28299.42</u>
Total Receipts	17994.08
Less Total Payments	<u>12083.23</u>
Balance as at 30 December 2017	<u>34210.27</u>

These Cumulative funds are represented by:

Current Account:

Northrepps P. C. Community Account	23162.33
N.P.C. Business Premium Account	4757.14
N.P.C. Business Prem Account	<u>6290.80</u>
	<u>34210.27</u>
Less unrepresented cheques	<u>0.00</u>
	<u>34210.27</u>

Signed.....

Chairman

Signed.....

Responsible Financial Officer

Date.....

Date.....

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