

# Northrepps Parish Council

22 April 2018

To all members of Northrepps Parish Council,

You are hereby summoned to attend the MEETING of NORTHREPPS PARISH COUNCIL at the Village Hall on TUESDAY 01 MAY 2018 at 7.00pm for the purpose of transacting the following business.

Mrs J Warner  
Clerk to Northrepps Parish Council

## MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

### AGENDA

1. Election of Chairman
2. Election of Vice Chairman
3. To consider for approval the minutes of the Parish Council meeting held 03 April 2018. Also, to consider any matters arising from the minutes (for information only) not included on the agenda.
4. To consider accepting apologies for absence.
5. To record declarations of interest from members in any item to be discussed and to consider requests for dispensations.
6. To agree councillor responsibilities (School, Police, Planning, Playing Field, Health, Finance & Internal Control, Environment, Village Hall, Footways Highways & Lighting)
7. To appoint councillor to review Financial Control Procedures
8. To appoint Internal Auditor for forthcoming year
9. To allow public participation limited to 10 minutes (3 minutes per person)
10. Police
  - 10.1 To receive Police newsletter and any report from police representative
  - 10.2 To consider any other police matters

Parish Clerk Mrs J Warner, 38 Central Road, Cromer, Norfolk, NR27 9BW  
Telephone: 01263 512001  
Email: [northreppsparish@btinternet.com](mailto:northreppsparish@btinternet.com)

## 11. County Council & District Council

- 11.1 To receive reports from County Councillor & District Councillor
- 11.2 To receive update from County Councillor re the following:
  - Speeding traffic on Crossdale Street
  - Parking on slip road near Hall Road
- 11.3 To raise any other County Council & District Council matters

## 12. Planning

- 12.1 To receive any planning applications and decisions (list enclosed)
- 12.2 To receive any update re pre-submissions
- 12.3 To receive any updates re Local Plan
- 12.4 To note listing of Northrepps War Memorial
- 12.3 To receive any other planning matters (for information only)

## 13. Highways & Transportation

- 13.1 To receive any update re leaning pole and power lines on Bulls Row
- 13.2 To receive any update re overgrown hedges and trees
- 13.3 To receive update re flooding, blocked drains and gullies
- 13.4 To receive update re road safety on A149
- 13.5 To note feasibility study re safety works at A140/A149
- 13.6 To note forthcoming visit of Highway Rangers
- 13.7 To receive any traffic orders
- 13.8 To receive any other highways matters (for information only)

## 14 Finance & Strategy

- 14.1 To consider list of payments for approval & financial statement
- 14.2 To note actuals against budget
- 14.3 To consider simple authority on bank accounts
- 14.4 To consider bank reconciliation for year ended 31 March 2018
- 14.5 To consider Summary of Accounts for year ended 31 March 2018
- 14.6 To consider report from Internal Auditor for year ended 31 March 2018
- 14.7 To consider and complete Annual Governance Statement 2017/18
- 14.8 To consider and complete Accounting Statements 2017/18
- 14.9 To note statement of Variances
- 14.10 To set date for Notice of Public Rights and Publication of Unaudited Annual Governance Statement & Accountability Return
- 14.11 To receive update re review of assets for insurance purposes
- 14.12 To receive update re replacement of play equipment
- 14.13 To consider 5 yearly electrical check of street lights
- 14.14 To consider matters relating to General Data Protection Regulations to include:
  - Information Audit
  - Appointment of Data Protection Officer
  - Data Protection Policy
  - Privacy Notices and Consent Forms
  - Management of Transferable Data
  - Records Retention and Disposal Policy
  - Subject Access Request Form
  - Data Breach Report
  - Review of Risk Assessment to include Data Breaches
  - Updates to Standing Orders (if applicable)

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- 14.15 To receive update re purchase of bench for adventure playground
- 14.16 To receive any other financial matters (for information only)
  
- 15 Playing Field, Maintenance & Allotments
  - 15.1 To receive any update re dog control order
  - 15.2 To receive any update re repairs to Council owned assets
  - 15.3 To receive any update from Cromer Youth FC re pest control
  - 15.4 To consider any bookings for playing field
  - 15.5 To consider any feedback from letter sent to allotment tenants
  - 15.5 To consider any other playing field or allotment matters (for information only)
  
- 16 Other Works & Projects
  - 16.1 To receive information re WW1 Beacon of Light and any other WW1 matters
  - 16.2 To receive any update re Norfolk Day
  - 16.3 To receive any reports (for information only)
  
- 17 Correspondence
  - 17.1 To receive and comment upon correspondence received since 03 April 2018 (list enclosed)
  
- 18. To receive any other business (for information only) and items to be included on the next agenda
  
- 19. To note the date of the next meeting: 7pm, 05 June 2018

## Northrepps Parish Council

### Planning and correspondence received since last meeting

#### **Planning Applications for consideration:**

**NP/18/0638** Prior notification of intention to erect agricultural storage building  
Northrepps Farming Company, Hungry Hill

**PF/18/0543** Erection of two storey rear extension  
Croftnest, Norwich Road

Any other applications received prior to the meeting will be added to the agenda

#### **Other Planning Consultations**

None received to date other than any included elsewhere on the agenda

NOTE: Any planning matters received prior to the meeting will be added to the agenda.

#### **Correspondence:**

Norfolk ALC

Weekly newsletters

Community Action Norfolk

Newsletters