

Minutes of the Annual Meeting of Northrepps Parish Council held on 05 June 2018 at 7.00 pm at Northrepps Village Hall

Present:

Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett, Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. J. Cummings-Knight,
Cllr. S. Penlington, Cllr. S. Riggott, Cllr. J. Youngman

Clerk Mrs J. Warner PSLCC AICCM
County Cllr. E. Maxfield (to item 7 incl)

2 members of the public

Prior to the meeting, the Vice Chairman congratulated everyone involved in the very successful Open Gardens event which raised £6,000.

1. Minutes of the Parish Council Meeting held on 01 May 2018

It was **AGREED** that the minutes of the Parish Council meeting held on 01 May 2018 be **APPROVED** as a true record. The minutes were signed by the Vice Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Mackay (illness).
Apologies were noted from District Cllr. Fitch Tillett.

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

Members made the following declarations:

Cllr. Riggott – Any Village Hall and Allotment matters
Cllr. Cummings-Knight – Allotment matters.

4. Public Participation

No members of the public wished to speak.

5. Police Report

5.1 Update from Police

Members were in receipt of the monthly newsletter.

5.2 Any other police matters (for information only)

There were no other police matters to report.

6. District Council and County Council

6.1 County Councillor Report.

County Hall - County Cllr. Maxfield reported on the departure of Cliff Jordan due to ill health and advised that he will be greatly missed at County Hall. It was noted that the new regime will be reviewing the decisions made over the last 12 months.

Hall Road slip road – Cllr. Maxfield has spoken to several residents and feels that the most common sense approach would be to make the slip

road access only. He will liaise with NCC Highways. Members asked that the copse of trees/shrubs on the former allotment site by the slip road be cut back to improve visibility. It was **AGREED** to instruct the Clerk to contact the landowner to ask that these be cut back.

Roundabout Feasibility Study – It was felt that the crossroads at Thorpe Market would not meet the criteria for a roundabout but Cllr. Maxfield will make enquiries with NCC Highways as to how this stretch of road could be improved.

Verges in Norwich – Cllr. Maxfield was asked to find out why many of the verges in Norwich are not being cut. Cllr. Youngman stressed that the overgrown verges do not provide a good image for visitors to the city.

Halsey House Roundabout – Cllr. Fish advised that several residents have raised concern in respect of the poor visibility for drivers entering the roundabout from Cromwell Road. Cllr. Callaghan will report this at the next Snap meeting. Cllr. Maxfield will contact the County Councillor responsible for Cromer.

Cllr. Maxfield left the meeting.

District Councillor Report

Members were in receipt of a written report from Cllr. Fitch Tillett (refer attached).

7. Planning

7.1 Planning Applications and decisions

Planning applications for consideration

PF/18/0918 – Variation of condition 2 (approved plans) of planning permission PF/17/1269 to introduce a window to the side elevation at Crimond, Norwich Road – No objections

PF/18/0534 – Demolition of dwelling and erection of two storey dwelling with parking under at 17 Whitehouse Estate, Cromer – No objections

PCL/18/0952 – Certificate of lawfulness for existing use of building as general industrial (B2) t Jaymic Workshop Ltd, Norwich Road – No comment

7.2 Pre- Submissions

The Clerk advised that she had attended a drop-in event for the Roughton Road Development. There was no update re the Norwich Road development which is still at the pre-application stage.

7.3 Local Plan

It was noted that Cllr. Mackay had attended the site visits.

7.4 Other Planning Matters (for information only)

There were no other planning matters to report.

8. Highways & Transportation

8.1 Leaning Pole & Power Lines

It was noted that the works have been delayed due to illness.

8.2 Overgrown trees and hedges

It was noted that Cllr. Fish will have a quiet word with one property owner. It was **AGREED** to monitor another property.

8.3 Highway Rangers

It was noted that several items were reported to the Highway Rangers to deal on their next visit

8.4 Traffic Regulation Orders

There were none to report.

8.5 Other Highway Matters (for information only and inclusion on the next agenda)

There were no other highway 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 Vice Chairman and the Clerk as Responsible Finance Officer (refer attached).

9.2 Actuals Against Budget to date

These were circulated prior to the meeting and noted.

9.3 Clerk's Access to Bank Accounts

It was noted that the Clerk had made a further visit to the nearest branch and still awaits the reinstatement of access to the Parish Council bank accounts.

9.4 Play Equipment

Work is still on-going to source grant funding.

9.5 Other Financial and regulatory matters (for information only)

GDPR – it was noted that the consent forms are being completed and returned. The Clerk has signed a consent form on behalf of the parish Council for the Internal Auditor.

Street Lights – It was noted that the Street Lighting Contractor had identified some minor works which need to be undertaken. It was **AGREED** to ask him to progress these.

10. Playing Field & Allotments

10.1 Dog Control Order

It was noted that several dogs are being exercised on the playing field especially late in the evening. It was **AGREED** to ask District Cllr. Fitch Tillett for an update.

10.2 **Maintenance of Council Owned Assets**

It was noted that the maintenance works have commenced.
Noticeboards- Concern was raised that the surface of two notice boards have been removed making it very difficult to pin notices to the surface. Cllr. Penlington offered to look into alternative surfaces for the noticeboards. The Clerk advised that the replacement locks for the door to the noticeboard by the village sign had not been successful so is sourcing alternative locks.

10.3 **Cromer Youth Football Club**

It was **AGREED** that CYFC may use the playing field on Saturdays and Sundays for the forthcoming season. The Clerk will prepare the hire agreement.

10.4 **Bookings for Playing Field**

It was noted that the Clerk has received an enquiry but this has not yet been confirmed.

10.5 **RoSPA Inspection**

It was noted that the inspection of the playing field will take place in June.

Cllrs. Cummings-Knight and Riggott left the meeting

10.6 **Allotment Complaint**

It was noted that the issue looks to have been resolved.

10.7 **Allotment Tenancy Agreements**

Members were in receipt of the current and draft new agreements. It was **AGREED** to adopt the new agreement with effect from the next renewal.

Cllrs. Cummings-Knight and Riggott rejoined the meeting

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

There were no other matters to report.

11. Other works & projects

11.1 **WW1**

Cllr. Fish provided an update in respect of the WW1 Commemorations. A programme of events will be released in due course. An appeal will be placed in the Cromer times and on the village facebook page asking the descendants of those named on the memorial to get in touch.

11.2 **Norfolk Day**

It was noted that a flag has been purchased which will be passed to the Church Warden.

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

There were no other matters to report.

12. Correspondence

12.1 Correspondence received since 01 May 2018 (list circulated)

Norfolk ALC	Weekly newsletters
Norfolk County Council	Roadshow 12 June 2018, Merchants' Place
NNDC	Community Transport Grant Prospectus NN Arts & Culture Prospectus
Community First Responder	Defibrillator inspection report
Community Action Norfolk	Newsletters
Seafarers UK	Merchant Navy Day 03 Sept 2018 <i>It was AGREED to consider this after the flying on the Norfolk Flag on 27 July.</i>

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

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

There were no items reported.

14. To note the date of the next meeting: Tuesday 03 July 2018

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

Signed

Dated.....

**District Councillor's Report
June 2018**

Most of the last month has been taken up with Planning of one sort or another. I was very pleased to be joined by representatives of both Northrepps and Overstrand Parish Councils on the site visits looking at potential development sites for Cromer, Sheringham, Holt and Wells. I hope these Parish Councillors were able to realise the methodology of the possible selection process and will share this with each of their Councils.

Recently we have been through the same process at North Walsham and soon we will move on to looking at potential employment sites.

I chaired a very lengthy and spirited Development Committee – the first time I have had a room full of banner waving public.

I spent a whole day at the RFCC Annual Review – the first time this has been held. I attempted to encourage members of our Coastal Forum to come as the knowledge input was invaluable to coastal dwellers. Perhaps next year!

Two trips to our wonderful pier pavilion last month, the first for the launch concert of The Crab and Lobster Festival quite brilliant as always and then more recently, to the outstanding performance of Sister Act. I am relieved that so far, none of the so called improvements to our pavilion have taken place. I did not go down to the Antique Roadshow visit – I listened to the live broadcast on Radio Norfolk instead. I just can't believe how lucky we were with the weather, bearing in mind how dreary it has been for what seems like for ever.

I am getting quite a lot of lobbying from all over the District in respect of planning applications probably the area of the Council's responsibilities that is most visible AND contentious.

At the Council's AGM last week Cllr John Lee was re-appointed Leader, Cllr Richard Price Deputy Leader, Cllr Nick Coppack Chairman and Cllr Brian Hannah Deputy Chairman.

I have had to decide on two applications in Overstrand, I agreed that the Cedar Lodge Application on Harbord Road should be allowed despite an objection from a neighbour as there was no legitimate planning reason for it to be refused. I also had a discussion with officers in respect of the Overstrand Court Application and we agreed that it should be refused and a new and better designed application should be invited. There were several officer objections in addition to poor design, the loss of trees and the entrance being in the Coastal Erosion Zone to mention just two.

Other than that I have had no complaints or queries.

**Cllr Angie Fitch-Tillett
Independent Member for Poppyland Ward.**

05 June 2018

Financial Matters:

Payments for approval at June Meeting:

DD	Eon (Street Light Electricity - April)	£ 32.59
102025	T T Jones Electrical (5 yr electrical test)	£ 398.28
102026	Spring planting for Church Street planters	£ 32.68
102027	Clerks Salary & Expenses (May)	£ 248.08
102028	Bus shelter cleaning (6 months to May)	£ 216.66
102029	Norfolk Pension Fund (May)	£ 73.72
102030	Secret Gardens (Maintenance – May)	£ 178.00
102031	URM Group (Glassbank – May)	£ 32.74

Receipts since last meeting:

HMRC Vat refund	£ 718.80
Cley PC re training	£ 12.50

Financial Statement:

Reconciled balances as at 01 June 2018	
Community Account	£23,302.46
Business Premium Account	£ 6,293.94
Business Premium Account	<u>£ 4,759.51</u>
	£34,355.91

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