

Minutes of the Meeting of Northrepps Parish Council held on 03 July 2018 at 7.10 pm at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. G. Bartlett, Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. J. Cummings-knight,

Clerk Mrs J. Warner PSLCC AICCM
District Cllr. A. Fitch Tillett (to item 6 incl)

1. Minutes of the Parish Council Meeting held on 05 June 2018

It was **AGREED** that the minutes of the Parish Council meeting held on 05 June 2018 be **APPROVED** as a true record.
The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Penlington (work), Cllr. Riggott (family) and Cllr. Youngman (family).

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

Members made the following declarations:

Cllr. Cummings-Knight – Allotment matters & planning application.

4. Public Participation

There were no members of the public present.

5. Police Report

5.1 Update from PCSO & Newsletter

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 and District Councillor Reports.

District Cllr. Fitch Tillett provided an update (refer attached).

County Cllr. Maxfield had circulated a report which was received after the meeting (refer attached). Other NCC updates were as follows:

Halsey House Roundabout – Referred for review.

Road safety on North Walsham Road – No overtaking restrictions on a stretch of road between Northrepps and Thorpe market are being considered.

Slip road near Hall Road – NCC Highways advise there is very little which can be done due to small number of houses and lack of accidents.

Hall Road / New Road Trees – The Clerk was instructed to contact the land agent to ask that the trees and shrubs are cut back to improve visibility.

Cllr. Fitch-Tillett left the meeting.

7. Planning

7.1 Planning Applications and decisions

Planning applications for consideration

Cllr. Cumming-Knight declared an interest and left the meeting

PF/18/1138 – Single storey extension; alteration to vehicle access; changes to some openings at Old Manor House, 21 Church Street
– No objections.

Cllr. Cummings-Knight re-joined the meeting.

7.2 Pre- Submissions

There were no updates.

7.3 Local Plan

Members were in receipt of an update from NNDC re Green Spaces.

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

There was no update.

8.2 Overgrown trees and hedges

It was **AGREED** to instruct the clerk to contact NCC Highways for an update. The maintenance contractor will be asked to cut back the overgrowth behind the noticeboard.

8.3 Traffic Regulation Orders

There were no TROs to report.

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

It was noted that several items had been reported to the Highway Rangers.

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 and noted.

9.3 **Simple Authority on bank Accounts**

It was noted that the Clerk's access to the Parish Council accounts has been re-instated.

9.4 **Replacement of play equipment**

The Clerk advised that there are currently no grant funding pots available. A small amount of funding may be possible later in the year which may cover one item. The Clerk will keep an eye out for other possible funding pots.

9.5 **Review of policies**

The following policies were reviewed and **ADOPTED**

Standing Orders

Financial Regulations

Parish Council Risk Assessment

Freedom of Information Act Publication Scheme

It was noted that the Financial Control Policy will be reviewed once the External Audit is complete.

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

It was noted that Cllr. Callaghan will be meeting with the Clerk to carry out the quarterly finance checks.

10. Playing Field & Allotments

10.1 **Dog Control Order**

Cllr. Fitch -Tillett had advised during her report that the signage is awaited and the orders banning dogs from the playing field will be in place in the next few weeks.

10.2 **Maintenance of Council Owned Assets**

It was noted that the majority of the works are now complete but there was additional cost due to the Stevens Road Notice Board needing extra work.

It was **AGREED** to ask for a quote for the remaining works to the wooden benches, noticeboard and the repairs to the Crossdale Street bus shelter.

10.3 **Bookings for Playing Field**

It was **AGREED** to allow the Village Fete to have stalls on the playing field and no fee will be charged.

Following the recent tragedy in Gorleston involving inflatable play equipment it was stressed that hirers of the playing field should be reminded that the Parish Council take no responsibility for the use of inflatables and will need satisfactory evidence of the operators public liability insurance and health and safety policies before a booking can be confirmed.

10.4 **RoSPA Inspection**

Members were in receipt of the RoSPA report and the contents noted. The Chairman will ask Mr. Chambers to repair the gate latch.

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The Clerk will source new links for the nest swing and arrange for the housing on toddler swing to be tightened.
CYFC will be asked to repair the ground in the goal mouths.
The maintenance contractor will be asked to weed the basketball court.

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

Allotments – It was agreed that people on the waiting list who have not returned the necessary consent forms to enable the parish council to hold their contact details will now be removed from the waiting list.

Overgrown allotment – It was noted that one plot has not been cultivated and is now very overgrown. It was **AGREED** that the tenant will be asked to start cultivating it immediately otherwise the plot will be reallocated. The Chairman will speak to the tenant concerned.

11. Other works & projects

11.1 **WW1**

Cllr. Fish provided an update in respect of the WW1 Commemorations.

11.2 **Norfolk Day**

There were no further updates.

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

Fireworks – It was noted that the Chairman will be ordering the fireworks for the Bonfire night display.

12. Correspondence

12.1 **Correspondence received since 05 June 2018** (list circulated)

Norfolk ALC	Weekly newsletters
Norfolk County Council	Adult Care Guide Minerals & Waste Review
Community Action Norfolk	Supported Care Service Newsletters
NPFA	Summer Party
Norman Lamb MP	Village Tour
Seafarers UK	Merchant Navy Day 03 Sept 2018

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

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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 07 August 2018

There being no further business, the Chairman closed the meeting at 7.30pm

Signed

Dated.....

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District Councillor's Report July 2018

Since The Council has moved into No Overall Control responsibilities have become much more inclusive. I am now a member of The Council Tax Working Party which reports to Cabinet and The Beach Huts Working Party which reports to Overview and Scrutiny.

The June Cabinet dealt mainly with the cyclical financial reports but also approved the appointment of Dutch firm Royal Haskonian BV to design the Landscaping Scheme for Bacton and Walcott. In addition it was agreed to renew the leases on the two Temporary Stopping Place for Gypsies and Travellers at Cromer and Fakenham.

I spent a morning with The Coastal Engineering Manager for Coastal Partnership East walking the Overstrand Prom together with The Chairman of Overstrand Shoreline Management Committee, so that she was fully up to speed with the issues.

The June Development Committee was very challenging as a member had been persuaded to challenge the minutes of the May meeting by one of The applicants. For the first items on the agenda I was assisted by two of the Councils lawyers to ensure correct procedure was followed.

I was delighted to attend the formal opening of Trimmingham Village Hall especially as the whole project began with "Pathfinder" of which I was a Board member from the outset.

The Planning Policy and Built Heritage Working Party of which I am a member, is preparing the New Local Plan and reports to Cabinet. This month we gave officers authority to publish the 5 year housing land supply in order to retain control of where development may take place. In addition we approved the selected sites for housing development in North Walsham to go forward for Public Consultation in early 2019.

Overview and Scrutiny received reports from Cabinet and the various working parties and also agreed for an Asset Management Working Party to be formed, reporting to them as to the best use of the Council's assets. This should prevent further unpopular decisions being made in the future.

I attended the first night of The Pier Show and thoroughly recommend it as a great night out. For the first time, little attention was paid to Norfolk traditions and a Full Council was set to clash with The Royal Norfolk Show. I very proudly chose The Show!

I attended an interview in Ipswich and am happy to say that The Environment Agency wish me to stay on the Regional Flood and Coastal Committee as one of their appointees, for another year.

Lastly, The Market Town Initiative was launched where The District has made available £100,000 for each of the four, namely Fakenham, Holt, North Walsham and Stalham, to bid for with the idea of increasing footfall in town centres for shopping and tourism.

The Dog Control Orders and signage for Northrepps Playing Field are now imminent.

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

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County Councillor's Report: July 2018

Norman Lamb's annual village tour

I know Norman has cut down on the number of stops he is making on his annual tour of street corner advice surgeries following his health problems earlier in the year so I thought I would highlight the dates and times he is visiting villages in Mundesley division to make sure everyone knows how they can find him (I'm hoping to join him on those stops in case anyone has any County Council issues they want to raise with me):

10:50 Wednesday 29th August
Bacton, Bacton Superstore
11:40 Wednesday 29th August
Mundesley, NNDC car park Beach Road
13:30 Wednesday 29th August
Overstrand, Junction of Harbord Rd & High St
14:20 Wednesday 29th August
Northrepps, Phone box near Foundry Arms
16:00 Wednesday 29th August
Trunch, Corner Stores

Small schools

For any of you who are governors of small schools can I put in a plug for the annual Small Schools Review. The survey will be going out to schools in the autumn and the answers it generates will help to shape the County Council's approach to supporting small schools in Norfolk. The timings for completion of the survey are designed to encourage the involvement of governing bodies in preparing the answers to the questions.

Reinstatement of road markings

My colleague Tim Adams has highlighted a concern that road markings are not being repainted quickly enough after surface-dressing work is done. The contract states that it should be done within two weeks of completion of the work. I'm keen to learn of any examples in your village where this might have been a problem so I can report it on to County Hall and hopefully make sure the problem doesn't occur in the future.

Grass cutting

I have also had complaints about the standard and frequency of grass cutting by the county. I know some parishes have taken on grass cutting themselves and the reports I hear are that it has generally led to a better service. I'd be interested to hear your views on the current service and whether it needs to be improved.

Neighbourhood Watch (NHW)

I was recently asked to press the Police and Crime Commissioner to stand behind an apparent commitment to support NHW activities in the County. The reply I received from the police indicates that there is a review of the NHW going on. They state that they have a five-point plan to develop the existing NHW programme, with a view to a re-launch in April 2019.

- 1. Workshops with local co-ordinators and NHW members (September – November)*
- 2. Write up outcomes of workshops (November-December)*
- 3. Identify people's priorities and potential outcomes (December-January)*
- 4. Agree outcomes and create an action plan (January)*
- 5. Develop Communications Plan and apply for funding for new financial (February-March)*

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These actions will be led by the Norfolk NHW committee with support from National NHW and Norfolk Constabulary. With a clear direction and action plan, Norfolk NHW aim to be one of the leading networks in the country contributing to building intelligence and directing support and intervention to benefit the local communities in both urban and rural areas.

There's no indication of how they will 'identify people's priorities' but I'd suggest writing direct to the PCC's office if you would like your views to be heard.

Mobile library cuts

Sadly, 40% cuts in the mobile library budget look set to go ahead. This is despite surveys showing that nearly 60% of mobile library users do not access static library services and the Council simultaneously spending £2.4m on a strategy to reduce loneliness in the county.

Market Town transport strategy

The County Council is part way through developing transport strategies for a number of market towns. I am especially concerned to make sure that the needs of villages along the coast are taken into account when it comes to developing these strategies. Here is what I have said on the issue:

I am very keen that the reviews don't miss out the impact of market town growth on nearby villages. Traffic and transport problems don't stop magically at town borders.

In North Walsham's case, the planned growth of the town, the building of the NDR and the continuing growth in popularity of the coast east of Cromer (which will be further boosted by the Deep History project and by the dumping of thousands of tonnes of sand at Walcott and Bacton) are all good things but they are all increasing pressures on narrow roads north of the town. Bacton Parish (the communities of Edingthorpe and Pollard Street) is a particular focus for this - and the lack of parking provision in the village will likely store up another problem. Trimingham and Gimingham is another area where there are growing concerns about the speed and volume of traffic.

I'm no expert in this field but it seems to me that there are four things that need to be looked at for the villages north of North Walsham as part of a transport strategy for the town:

- where speed limits need to be lowered and enforcement improved

- where support for bus routes needs to be increased. I am sure the extension of the Coasthopper will be a real boost to Mundesley, Trimingham and Overstrand but what about the villages further east?

- whether anything can be done with road designation/signing to reduce traffic flows on minor roads. There's a tech issue here too. Why doesn't the Council talk to Google about adaptations it could make to its route planning app that might encourage people to stick to preferred routes?

- what can be done to improve facilities and safety for cyclists

That's it. Sorry it's so long – and I didn't even mention fly-tipping!

Ed Maxfield

County Councillor for Mundesley Division

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Financial Matters:

Payments for approval at July Meeting:

DD	Eon -Street Light Electricity (May)	£ 34.82
102032	Northrepps Village Hall – Allotment water	£ 74.46
102033	Playsafety Ltd – RoSPA Inspection	£ 100.80
102034	T T Jones Electrical – Street Light Maintenance	£ 400.48
102035	Information Commissioner – Data Protection	£ 40.00
102036	Secret Gardens – Maintenance (June)	£ 178.00
102037	URM Group – Glass bank (June)	£ 31.68
102038	Clerks Salary & Expenses (June)	£ 282.00
102039	Norfolk Pension Fund (June)	£ 73.72
102040	HMRC – Paye (April, May, June)	£ 151.80
102041	Contractor re maintenance works	£ 920.10

Receipts since last meeting:

Interest on bank accounts	£ 5.51
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Financial Statement:

Reconciled balances as at 28 June 2018	
Community Account	£22,087.48
Business Premium Account	£ 6,297.08
Business Premium Account	<u>£ 4,761.88</u>
	£33,146.44

NOTE: Original document signed by Chairman and by Clerk as RFO