

## **Minutes of the Meeting of Northrepps Parish Council held on 06 November 2018 at 7.00 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,  
Cllr. S. Penlington, Cllr. S. Riggott, Cllr. J. Youngman

Clerk Mrs J. Warner PSLCC AICCM  
County Cllr. Maxfield, District Cllr. Fitch Tillett  
1 member of the public

Prior to the meeting thanks were given to everyone involved in the bonfire night event and to the parishioner who has refurbished the bench near the village sign. Members best wishes for a speedy recovery were offered to one of our regular members of the public who is ill.

It was agreed to move planning application PO/18/1551 to the end of the meeting.

### **1. Minutes of the Parish Council Meeting held on 02 October 2018**

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

### **2. Apologies for absence**

There were none.

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

Members made the following declarations:

Cllr. Mackay – Planning application PO/18/1551

Cllr. Cummings Knight – Allotment matters

Cllr. Riggott – Allotments and Village Hall

### **4. Public Participation**

No members of the public wished to address the meeting.

### **5. Police matters**

#### **5.1 Monthly 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 made her report (refer attached). It was suggested that NNDC forward the graphics for the dog control signs and Northrepps PC purchase signs for the playing field.

*Cllr. Fitch Tillett left the meeting.*

*Cllr. Maxfield arrived at the meeting during item 8 but for continuity of the minutes the item is recorded here.*

County Cllr. Maxfield gave an update and will circulate a written report. Members offered their condolences in respect of the recent death of former County Councillor Wyndham Northam.  
*County Cllr. Maxfield left the meeting.*

## **7. Planning**

### **7.1 Planning Applications and decisions**

#### Planning applications for consideration

PF/18/1964 – Erection of single storey front and side extension  
54 Crossdale Street  
It was **AGREED** to raise no objections.

### **7.2 Pre- Submissions**

There were no matters to report.

### **7.3 Local Plan**

The Clerk reported on her attendance at a recent update meeting. It was **AGREED** to invite Mark Ashwell to a future meeting to update members.

### **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 tree works have been carried out but the pole is still leaning. It was **AGREED** to instruct the Clerk to contact UKPN for an update in respect of the pole.

### **8.2 Overgrown trees and hedges**

It was noted that Chairman has had no reply from the landowner re the overgrown area at the junction of New Road and Hall Road.  
Cllr. Fish and NCC Highways are liaising with the residents in respect of overgrown pavements at Bulls Row.

### **8.3 A140/A149 Junction**

It was noted that NCC are looking into installing a right turn lane at this junction. Members would prefer a roundabout as it was felt that traffic would still tailback towards Cromer. Concern was raised that this could increase the speed of traffic heading towards North Walsham. Cllr. Maxfield will feed these comments back to NCC.

### **8.4 Traffic Regulation Orders**

Various traffic orders were circulated to members.

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

Tree, Norwich Road – It was noted that a dead tree has been marked by NCC for attention. The Clerk was asked to obtain an update.

BT Works, Crossdale Street – The Clerk was asked to contact NCC Highways to raise concern that traffic lights were still in place when no works were taking place.

Thorpe Market Road – The Clerk was asked to contact NCC Highways to press for no overtaking signs to be erected along the stretch of road to Thorpe Market.

SAM2 Sign – It was noted that new batteries have been ordered costing £80+vat.

## 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 **Bank Reconciliation to 30 September 2018**

The Bank Reconciliation was **APPROVED** and signed by the Chairman and by the Clerk as Responsible Finance Officer (refer attached).

### 9.4 **Budget and Precept for 2019/20**

Members were in receipt of a draft budget. It was **AGREED** to **ADOPT** the budget and set a precept of £15076 (plus transitional grant of £869).

### 9.5 **Allotment Waste**

It was **AGREED** to accept the quotation of £335+vat to remove some asbestos sheets and car wheels from the allotment site.

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

Allotment Waste - It was noted that a quotation has been received for the removal of waste from an allotment, but further information is still awaited. This will be on the next agenda for consideration.

## 10. Playing Field & Allotments

### 10.1 **Dog Control Order**

Refer item 6 above.

### 10.2 **Maintenance of Council Owned Assets**

There is no update in respect of outstanding maintenance works to the Crossdale Street bus shelter. It was noted that the RoSPA works are complete.

### 10.3 **Bookings for Playing Field**

There were no new bookings to consider.

### 10.4 **Allotment matters**

*Cllrs. Cummings Knight and Riggott left the meeting.*

The Clerk explained that whilst allotment plots are primarily for parishioners, historically if a plot has become available whilst there are no parishioners on the waiting list, it would be offered to non-parishioners. Thus, there are currently 3 plots tenanted by non-parishioners including one which is tenanted by one former parishioner who is assisted by another non-parishioner. It was **AGREED** that whilst these plots are still being kept in good order, the tenancies will continue.

### 10.5 **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 forthcoming WW1 Commemorations.

### 11.2 **Bonfire Night**

It was noted that the event was very well attended and raised £418.20.

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

There were no other matters to report.

## 12. Correspondence

### 12.1 **Correspondence received since 02 October 2018** (list circulated)

Norfolk ALC	Weekly newsletters Café Clusters
NCC	Consultation re Children's Centres
First responder	Defibrillator checks
AONB	Planning Session 31/10/18 Film Screening
Norfolk PTS	Training dates
Norfolk Labour	Consultation re Children's Centres
Mid Norfolk CAB	Invitation to AGM 06/11/18
NHS UK	Stay well this winter poster
UK Power Networks	Roadshows
Merchants Place	Volunteer Hub

NHS Gt Yarmouth & Waveney CCG Mental Health Review

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 matters to report.

**14. Planning Application PO/18/1551- Roughton Road**

*The Chairman declared an interest and left the meeting. The Vice-Chairman took the chair for the rest of the meeting.*

It was **AGREED** to object to this application and raise the following concerns:  
Concern re the number and density of the housing.

Concern re the impact of the increased traffic movements on the surrounding road network.

Concern re the impact on the infrastructure including health services, care in the community, schools. The necessary infrastructure must be in place before any developments are considered.

Concern re the loss of agricultural land.

Concern re the impact on the AONB.

**15. To note the date of the next meeting:** Tuesday 04 December 2018

There being no further business, the Vice-Chairman closed the meeting at 8.15pm

Signed .....

Dated.....

**Financial Matters:****Payments for approval at November Meeting:**

DD	Eon -Street Light Electricity (Sept)	£	33.69
102060	LED Candles for Remembrance	£	62.50
102061	RBL Poppy Appeal – Poppy Wreath	£	18.50
102062	URM Group – Glass bank (Oct)	£	32.74
102063	Secret Gardens – Maintenance contract (Oct)	£	178.00
102064	Clerks Salary & Expenses (Oct)	£	222.51
102065	Norfolk Pension Fund (Sept)	£	73.72
102066	NNDC – Dog & litter bin emptying	£	552.24
102067	Secret Gardens – Maintenance to fence and gate	£	128.00

**Receipts since last meeting:**

NCC Verge Cutting	£	79.82
Allotment rents	£	190.00

**Financial Statement:**

Reconciled balances as at 26 October 2018		
Community Account		£25,602.79
Business Premium Account		£ 6,300.22
Business Premium Account		<u>£ 4,764.25</u>
		£36,667.26
	Less outstanding cheque £500.00	£36,167.26

Note: The original was signed by the Chairman and the Clerk and filed in the accounts.

## NORTHREPPS PARISH COUNCIL

### BANK RECONCILIATION FOR QUARTER ENDED 30 SEPT 2018

	£
<b>Balance as at April 1<sup>st</sup> 2018</b>	<b><u>28462.05</u></b>
Total Receipts	17748.41
Less Total Payments	<u>9504.24</u>
<b>Balance as at 30 Sept 2018</b>	<b><u>36706.22</u></b>

**These Cumulative funds are represented by:**

**Current Account:**

Northrepps P. C. Community Account	26141.75
N.P.C. Business Premium Account	4764.25
N.P.C. Business Prem Account	<u>6300.22</u>
	<b><u>37206.22</u></b>
Less unpresented cheques	<u>500.00</u>
	<b><u>36706.22</u></b>

**Signed**.....

*Chairman*

**Signed**.....

*Responsible Financial Officer*

**Date**.....

**Date**.....

Note: The original was signed by the Chairman and the Clerk and filed in the accounts.

### **District Councillor's Report November 2018**

Whilst I was away on holiday, District held a seminar for Parish and Town Councils as part of their Local Plan update. I have copies of the presentation if one is needed. We will be holding a similar seminar for developers and agents on the 15<sup>th</sup> of this month.

The planners anticipate that the part of the plan covering strategic growth and housing development for the town will go out to public consultation in mid February. Consultation in respect of the villages will take place later in the year.

The Head of Planning, Mr Philip Rowson, is hoping that the service will go totally paper free by Easter 2019.

The delivery of the signs banning dogs under the new public protection order has run into problems, due to lack of budget and the rebranding of the Council's publicity, resulting in a much larger number of signs required than originally anticipated.

The Thurst Road, Overstrand planning application will come to Committee on November 29<sup>th</sup>.

A reminder that the Coastal Forum is being held on Tuesday 13<sup>th</sup> November at 10.00 am in The Council Chamber.

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