

Minutes of the Meeting of Northrepps Parish Council held on 31 October 2019 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. L. Holloway, Cllr. G. Smith,

County Cllr. Ed Maxfield (from item 8), District Cllr. A. Fitch-Tillett (to item 7 incl)
Clerk Mrs J. Warner PSLCC AICCM

1. Minutes of the Parish Council Meeting held on 03 September 2019

It was **AGREED** that the minutes of the Parish Council meeting held on 03 September 2019 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were accepted from Cllr. Youngman and were noted from PC Mezzetti.

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

There were none.

4. Public Participation

There were no members of the public present.

5. Police matters

5.1 Police Newsletter – Noted

5.2 Other Police Matters

It was noted that Cllrs. Bartlett and Callaghan had attended the recent SNAP meeting and asked for a patrol car to undertake speed checks by the Gospel Hall. They also reported concern re speeding at Crossdale Street and Norwich Road.

6. District Council and County Council

6.1 County and District Councillor Reports.

Cllr. Maxfield arrived later during the meeting but for continuity his report is included here.

Cllr. Fitch-Tillett made her report (refer attached).

Cllr. Maxfield made his report (refer attached).

6.2 **Any other County and District Council matters** (for information only)

There were no other matters to report.

7. Planning

7.1 **Planning Applications and decisions**

Planning applications for consideration

PF/19/0801- Single storey front extension & minor increase in hard standing area at 9 Bridge Close – It was **AGREED** to make no comment.

7.2 **Pre- Submissions**

There were no pre-submission matters to report.

7.3 **Cromer Town Football Club**

It was **AGREED** that Northrepps Parish Council would be interested in appointing a trustee if a new sports ground is developed in Northrepps.

7.4 **Local Plan**

There was no update.

7.5 **Other Planning Matters** (for information only)

There were no planning matters to report.

8. Highways & Transportation

8.1 **Issues raised at the last meeting**

8.1.1 Speeding Traffic on Crossdale Street – (also refer 5.2 above)

Concern was again raised in respect of the increased volume of traffic especially if the new development on Norwich Road goes ahead and also those planned for North Walsham. It was **AGREED** that Cllr. Maxfield will press for a roundabout at the New Road junction. The Clerk advised that she has obtained copies of the Community Speedwatch Leaflet but members felt that they would rather have the police attend with speed cameras. It was **AGREED** to instruct the Clerk to contact PC Mezzetti to ask for speed monitoring equipment to be installed in order to get up to date figures in respect of the volume and speed of traffic along this road.

8.1.2 Public Right of Way Modification – It was noted that the proposed change, if successful, is largely a technical change. There will be no change in the type of traffic legally able to use this route.

8.2 **Flooding** – It was noted that NCC Highways had swiftly dealt with the recent flooding and that the ditch near the pond at New Road / Crossdale Street has been dug out and cleared. A report is awaited.

8.3 **Overgrown Hedges**

It was **AGREED** to ask NCC Highways to liaise with the property owner where the hedges are overgrowing the footway.

8.4 **Wheely bins on road**

It was **AGREED** to ask NNDC to liaise with property owners to ask that wheely bins are not left on the road.

8.4 **Traffic Regulation Orders**

It was noted that various traffic orders had been circulated to members.

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

Streetscene Inspectors – It was noted that some potholes have reappeared on New Road and that the pavement from Carr Lane towards the bungalows needs to be weeded. The Clerk will report this to Highways.

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).

It was noted that a new battery was required for the defibrillator and that the case is starting to rust. It was felt that the case does not yet need to be replaced. Members asked the Clerk to arrange for a defibrillator training session for members of the public to attend.

9.2 **Actuals Against Budget to date**

These were circulated and noted.

9.3 **Bank Reconciliation to 30 September 2019**

Members were in receipt of the bank reconciliation which was approved and signed by the Chairman and by the Clerk as Responsible Finance Officer (refer attached).

9.4 **Quarterly Finance Checks**

Cllr. Callaghan advised that she had carried out the finance checks for the first and second quarter and had found no matters of concern.

9.5 **Budget and Precept**

As tenders for contracts are still awaited, it was agreed to defer this to the December meeting.

9.6 **Tender Documents for Grounds Maintenance and Street Lighting**

Members were in receipt of the draft tender documents which were approved. The Clerk will advertise the tenders.

9.7 **Film Society**

Members were sad to learn that the Film Society has folded and supported the decision to donate the projection equipment to the Village Hall.

9.8 **Council Training Session**

Members felt that the recent training session went very well and was very informative.

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

There were no other matters to report.

10. **Playing Field & Allotments**

10.1 **Dog Control Order**

Members were in receipt of a request to allow allotment holders to walk their dogs across the field. It was noted that the PSPO bans all dogs from the playing field and that the allotment tenancy agreement does not permit dogs on the allotments. It was **AGREED** to decline the request.

10.2 **Maintenance of Council Owned Assets**

It was **AGREED** to instruct the contractor to cut back the hedges to improve visibility at the entrance of the Village Hall Car Park.

10.3 **Parish Council Noticeboards**

It was **AGREED** to obtain quotations for lockable notice boards to replace those at Crossdale Street and Stevens Road for which the Clerk and nominated Councillors will have keys. It was suggested that members of the public could forward community posters to the keyholders for display. This will also reduce the need for plastic wallets to protect the posters.

10.4 **Works to play equipment**

The Clerk advised that she is awaiting an update from the maintenance contractor.

10.5 **Replacement Play Equipment** (refer item 16)

It was noted that CYFC are to remove the large goal posts but will be leaving the small goalposts.

10.6 **Bookings for Playing Field**

It was **AGREED** to waive the booking fee for the Royal British Legion to use the playing field on Sat 27 June 2020.

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

There were no other matters to report.

11. Other works & projects

VE Day 75 – Cllr. Fish provided an update.

It was **AGREED** to put £2000 in the budget for this event.

Firework event – The Chairman advised that all is in hand and that all those involved in the display have received copies of the risk assessment and insurance conditions. It was noted that the person firing the display wears suitable protective clothing and that the fireworks used are category 2. He has also been given a copy of the information provided by Dynamic Fireworks. Fire extinguishers and buckets of water are at hand and a full check of the site is made immediately after the event and the following day. The Clerk asked that a written report is provided to be kept on file. The Fire Brigade and {Police have been made aware of the event and a paramedic will be in attendance.

12. Correspondence

12.1 **Correspondence received since 03 September 2019** (list circulated)

| | |
|---|---|
| Norfolk ALC | Newsletters Invitation to AGM Wellbeing and green initiative |
| NCC | Norfolk Minerals and Waste consultation Care Choices AONB Dark Skies Festival AONB Coastal Futures |
| Duncan Baker | Defibrillator sites |
| Norfolk Parish Training & Support | Forthcoming training events |
| Local Govt Boundary Commission | Consultation |
| North Norfolk Community Transport | Funding letter |
| Community Action Norfolk | Newsletters |
| Various leaflets, newsletters and brochures | |

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 other matters to report.

14. To note the date of the next meeting: 03 December 2019 at 7pm

15. RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBER OF THE PUBLIC

It was **AGREED** that in view of the nature of the matters to be discussed that the public and press be excluded from the meeting.

16. TO CONSIDER QUOTATIONS

16.1 Bus Shelter at Norwich Road & Parish Partnership Funding

Members considered quotations from 3 companies and it was **AGREED** to accept a quotation for a two bay bus shelter with full sides from Westcotec subject to the receipt of Parish Partnership Funding and Street Furniture Licence. The Clerk will now submit the relevant applications.

16.2 Replacement swing

The Clerk advised that she was in receipt of several quotations but has also been advised that size of the area where the previous swing was sited does not meet the new compliance rules. The Clerk will obtain further advices as to the minimum area required and whether the fence could be moved to accommodate a new swing.

There being no further business, the Chairman closed the meeting at 8.50pm.

Signed

Dated.....

**District Councillor's Report
November 2019**

Cabinet Approvals:

Budget Monitoring, Industrial Strategy, Approval of Growth Sites, Council Tax Discounts, North Walsham High Street Action Zone, Vehicle Charging Points.

Local Government Association Special Interest Group

Annual General Meeting and Site Visit. Held at Allerdale District Council, Cumbria.

Sandscaping Celebration Event attended by the deputy Dutch Ambassador, Emme Howard Boyd Chairman of the Environment Agency together with community representatives, contractors, Coastal Partnership East staff etc.

Media Interviews

Sandscaping is still of great interest locally, national and internationally. I am attending on average 2 media interviews a week.

Additional Responsibility:

I have been appointed a Member of the Joint Staff Consultative Committee – looking at human resources issues.

Suffolk Coast Conference

Addressed by Lord Bassam of Brighton, Chairman of the House of Lords Select Committee on Seaside Regeneration and Catherine Wright, Director, Digital and Skills – Flood and Coastal Management Directorate, Environment Agency. Topics covered the Seaside Economy, collaboration between authorities, climate change resilience, Mental Health and The Coast.

Maintenance Inspection

Inspected the works - Overstrand to Sidestrand with Brian Farrow.

Regional Flood and Coastal Committee:

Included a workshop on Climate Change.

Wells Saltmarsh Project:

A symposium organised by Professor Tim O'Riordan again based on climate change and how to manage the Coast into the future. This was followed up by a Community Event delivering our findings.

Coastal Partnership East Board Meeting:

Held at Great Yarmouth Town Hall and Chaired by me. Several new work streams further information at North Norfolk Coastal Forum being held on 12th November.

Ward Issues:

Happy to report that there was no significant damage caused by the recent very high tides. A couple of Planning Issues in Overstrand and a Lord of The Manor Query in respect of Trimingham.

**Cllr Angie Fitch-Tillett
Poppyland Ward**

County Councillor's report, October 2019

AUTUMN STORMS

I'm aware of a number of problems with severe flooding around the area over the weekend of 5th/6th October. I will get a report of how Highways did around the county and I will forward that to you for information. In the meantime, though, if the rain threw up major problems in your Parish, please let me know so I can feed back the information to Highways.

BREXIT

I know, I know, we are all sick of hearing about it, but I just wanted to report that I continue to press the County Council's leadership to do all it can to support local businesses to prepare for a No Deal Brexit. Most recently I raised the question at the County Council's 'cabinet' meeting where it discussed a new economic strategy for Norfolk and Suffolk and which seemed to rely heavily on sectors that would be heavily affected by Brexit.

RURAL ROADS

One of the things I have banged on about since getting elected in 2017 is the need for a strategic look at road safety, repair and volume of use across the roads to our stretch of the North Norfolk coast. Most recently I challenged the Councillor in charge of Highways about this and here is his reply. It looks as though I will have to keep banging on about it:

As you highlight, there is considerable pressure on the rural highway network and this affects not only Norfolk but is widespread across England. Many of these roads have evolved over past 100 years and were never designed as a new road would be.

This in turn creates challenges in terms of maintenance. For the past decade we have adopted an asset management approach to managing the highway network. This has been recognised nationally and the Department for Transport now financially reward highway authorities who use this approach. Through Asset management, we have focussed maintenance funding on the higher use assets such as the A and B road network. Given the size of Norfolk's rural road network, we still spend significant funding on preventative treatments such as surface dressing on all road types. In addition, the past two financial years have seen the Department for Transport allocate Pothole funding to highway authorities across England. This has helped fund higher priority resurfacing work on all assets including rural roads as you suggest below.

As you highlight, with developing technology, there are other challenges and opportunities and I am pleased to say that Norfolk is at the forefront of this, with our bid already being shortlisted for Future Mobility Zone (FMZ) funding and Transforming Cities funding (TCF). Although these funding bids are focussed on Norwich (in accordance with the bidding rules from government), the learning will hopefully lead to countywide opportunities which will help improve travel information and options for businesses and residents within Norfolk.

I think I can reasonably predict that we will see significant changes in mobility and travel patterns over the coming years. TCF and FMZ are helping to inform the Government response to this brave new world and I hope (not least as a rural council) that Norfolk can be at the vanguard of new thinking and exciting approaches.

THE COUNTY COUNCIL BUDGET

After the government's Autumn Statement, it became clear that the Council will receive an extra £18m of funding for the next financial year. It will also be able to raise around £8m

by increasing Council Tax. This is welcome news but still only scratches the surface when it comes to investing in public services and a large chunk of the extra money will be used to pay off previous overspends. The spending cuts will continue, and this is from the Council's press release about its budget for 2020/21:

The key proposals are:

- A Council Tax rise of 3.99 per cent next year, in line with Government expectations – 1.99 per cent for all services and two per cent through the Government's adult social care precept. A 3.99 per cent increase would see the county council's share of band D bills rise by £54.27, to £1,416.51.
- New savings and increased income of £15.8 million next year, rising to a total of £29.9 million over four years

Proposed new savings or increased income, per department, 2020/21:

- Adult social services: £7.2m – including saving £3.75 million by increasing reablement, which helps people regain independence after being in hospital
- Children's services: £3.8m – including saving £3.5 million by commissioning new care for children, with better outcomes and lower costs
- Community and environmental services: £1.9m – including saving £250,000 by renegotiating highways contracts
- Strategy and governance department: £500,000 – including saving £320,000 through income generation and vacancy management
- Finance and commercial services and finance general: £800,000 – including raising an extra £500,000 from organisational change budgets
- Business transformation: £1.6 through making the council's processes more modern, efficient and business-like

Ed Maxfield

County Councillor for Mundesley Division

Leader of the Liberal Democrat group

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Financial Matters:Payments since last meeting:

| | | |
|--------|---|-----------|
| DD | Eon – Street Light Electricity (Aug) | £ 42.99 |
| 102153 | T T Jones Electrical – Emergency Call Out | £ 1905.60 |
| 102154 | T T Jones Electrical – Quarterly contract | £ 27.78 |
| 102155 | Norfolk ALC – Full Council Training | £ 300.00 |
| 102156 | Secret Gardens – Misc maintenance works | £ 645.00 |
| 102157 | Secret Gardens – Maintenance Contract | £ 188.00 |
| 102158 | Clerks Salary & Expenses | £ 336.69 |
| 102159 | Norfolk Pension Fund – Pension (Sept) | £ 78.21 |
| 102160 | HMRC – Paye July/Aug/Sept | £ 158.40 |

Payments for approval at 31 October meeting:

| | | |
|--------|--|----------|
| DD | Eon – Street Lighting Electricity (Sept) | £ 41.60 |
| 102161 | Clerks salary & expenses (Oct) | £ 231.17 |
| 102162 | Norfolk Pension Fund (Oct) | £ 78.21 |
| 102163 | Secret Gardens | £ 188.00 |
| 102164 | Community Heartbeat trust | £ 282.00 |

NOTE: No glassbank payments have been made as DD Mandate not yet processed. Replacement pads and a new cabinet are required for the defibrillator and are being sourced.

Receipts since last meeting:

| | |
|---------------------------|-----------|
| Interest on bank accounts | £ 5.53 |
| NCC Recycle credits | £ 225.06 |
| NNDC Precept and grant | £ 7972.00 |
| Allotment Rents | £ 278.75 |

Financial Statement:

| | |
|---------------------------------------|------------|
| Reconciled balances as at 26 Oct 2019 | |
| Community Account | £ 27711.01 |
| Business Premium Account | £ 6,312.79 |
| Business Premium Account | £ 4,773.77 |
| | £ 38797.57 |
| Uncleared cheques 102145 | £ 360.00 |
| | £ 38437.57 |

NORTHREPPS PARISH COUNCIL

BANK RECONCILIATION FOR QUARTER ENDED 27 SEPT 2019

| | £ |
|--|------------------------|
| Balance as at April 1st 2019 | <u>31132.61</u> |
| Total Receipts | 11460.92 |
| Less Total Payments | <u>8691.68</u> |
| Balance as at 27 Sept 2019 | <u>33901.85</u> |

These Cumulative funds are represented by:

Current Account:

| | |
|------------------------------------|------------------------|
| Northrepps P. C. Community Account | 23175.29 |
| N.P.C. Saver Account | 4773.77 |
| N.P.C. Saver Account | <u>6312.79</u> |
| | <u>34261.85</u> |
| Less unrepresented cheques | <u>360.00</u> |
| | <u>33901.85</u> |

Signed.....

Chairman

Signed.....

Responsible Financial Officer

Date.....

Date.....