

Minutes of the Meeting of Northrepps Parish Council held on 04 February 2020 at 7.00 pm at Northrepps Village Hall

Present:

Chairman Cllr. A Mackay, Vice Chairman Cllr. L. Fish,
Cllr. V. Callaghan, Cllr. H. Claxton, Cllr. L. Holloway, Cllr. G. Smith,
Cllr. J. Youngman

Clerk Mrs J. Warner PSLCC AICCM

Mr. Ed Mumford Smith (Broadland Housing), Ms. Anna Clarke (NNDC)

1. Minutes of the Parish Council Meeting held on 07 January 2020

It was **AGREED** that the minutes of the Parish Council meeting held on 07 January 2020 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were noted from County Cllr. Maxfield and District Cllr. Fitch Tillett.

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

There were none.

4. Potential Exception Housing Scheme

Members welcomed Ed Mumford Smith (Head of Development, Broadland Housing) and Anna Clarke (Community Housing Enabler, NNDC) who had asked to attend the meeting to talk to members about a potential exception housing scheme on the land next to Broadgate Close. It was stressed that so far only preliminary enquiries have been made and that Broadland Housing have also consulted with NCC Highways. If the project progresses it is likely that there would be 16/17 dwellings comprised of a mixture of affordable to rent, shared ownership and market housing. There would be family houses and smaller properties too.

Anna Clarke provided details of the current local housing need (refer attached) and explained how the housing allocations scheme works with priority given to those with the closest links to the parish.

Members asked that Broadland Housing investigate the possibility of the site being accessed from Nut Lane especially during the construction period. It was also requested that the dark skies are protected from unnecessary light pollution and whether properties would include car charging points and be energy efficient. Mr. Mumford Smith explained the forthcoming changes to building regs including the abolition of gas from new homes from 2025 and advised that they also work with Norfolk Wildlife trust in respect of the loss of biodiversity. He confirmed that they would consider a S106 contribution towards replacement play equipment at the playing field.

It is anticipated that public consultations will start in May and a planning application submitted in July. If approved, construction would probably start in 2022.

5. Public Participation

There were no members of the public present.

6. Police matters

6.1 Police Newsletter – Noted

5.2 Other Police Matters

Meeting with Police Inspector – Cllrs. Callaghan and Fish to attend.

SNAP Poster circulated.

7. District Council and County Council

7.1 County and District Councillor Reports.

A report from County Cllr. Maxfield was circulated to members (refer attached) and also information from the Norfolk Resilience Forum re Coronavirus.

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

There were no other matters to report.

8. Planning

8.1 Planning Applications and decisions

Planning applications for consideration

There were no applications for consideration.

8.2 Pre- Submissions

There were no pre-submission matters to report.

8.3 Local Plan

There was no update.

8.4 Other Planning Matters (for information only)

There were no other planning matters to report.

9. Highways & Transportation

9.1 Speeding on Norwich Road & Crossdale Street

It was **AGREED** to ask for volunteers to set up a Community Speed Watch Scheme

9.2 **Flooding**

Hall Road / Crossdale Street - The formal report is still awaited. It was noted that the Chairman has met with the Highways Engineer. The silt traps are to be jetted out and Highways will look into what can be done to prevent flooding at the Hall Road railway bridge.

Pit Road / Church Street – Following recent flooding, NCC Highways have noted that the banks need to be reinstated and the low area cleared. They had asked that the Parish Council write to the landowner but members felt that it would be more appropriate for NCC Highways to write to him.

9.3 **Overgrown Hedges**

It was **AGREED** ask Highways to contact a property owner where the hedges are obscuring the streetlight and overhanging the footway. They will also be asked to deal re overgrown trees along Craft Lane.

9.4 **Gallus Close Street Lights**

It was noted that the parishioners are liaising with the developer. This item will now be removed from the agenda.

9.5 **Signage on Bulls Row**

It was noted that residents are pleased with the relocated signage but asked for an update in respect of the proposed sign indicating the bend round to Madams Lane. Concern was also raised in respect of the number of delivery drivers using Madams Lane as a short cut between Northrepps and Overstrand.

9.6 **Traffic Regulation Orders**

There were none to report.

9.7 **Other Highway Matters** (for information only and inclusion on the next agenda if appropriate)

Potholes on New Road – This has already been raised with Highways.

Potholes on Hungry Hill – The Clerk will report these.

Pedestrian Barriers – It was noted that Highways have referred the repainting of the barriers to the appropriate department.

Litter on The Avenue – It was reported that litter is appearing near the entrance to Karttrak on a regular basis. This will be reported to Cleansing at NNDC.

10. Finance & Regulatory Matters

10.1 **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).

10.2 **Actuals Against Budget to date**

These were circulated and noted.

10.3 **Bank Reconciliation**

Members were in receipt of the bank reconciliation to 31 Dec 2019 which was **APPROVED**. This was signed by the Chairman and by the Clerk as RFO (refer attached).

10.4 **Casual Vacancy**

It was noted that there had been no call for an election. The vacancy will now be advertised for co-option. Interviews will be arranged in due course. It was **AGREED** to appoint Cllr. Penlington as a cheque signatory.

10.5 **Defibrillator Maintenance**

It was **AGREED** to accept the quotation of £135pa for annual maintenance. This includes replacement pads and batteries.

10.6 **Parish Partnership Funding for Bus Shelter**

There was no update re the funding request. It was noted that the nearby resident has since advised that the verge belongs to her. The Clerk will obtain clarification.

10.7 **Pocket Park Funding**

It was noted that the Contractor will provide a quotation as requested. There was no update in respect of the grant application.

10.8 **S137 Grants**

Members **AGREED** the annual grant awards as follows:

RBL Poppy Appeal (purchase of poppy wreath)	£ 18.50
St. Mary's Church for upkeep of burial ground	£600.00
Norfolk Citizen's Advice Bureau	£100.00
Royal British Legion Northrepps Branch	£100.00
Northrepps Luncheon Club	£100.00
Northrepps Village Hall for upkeep of car park	£100.00
Cromer Group Practice PPG	£100.00
Cromer Community & Hospital Friends	£281.50
(for the new cancer treatment unit)	

The grants will be paid out in March.

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

A letter from Norfolk Pension Fund re the Employer Contribution rate was noted.

11. **Playing Field & Allotments**

11.1 **Maintenance of Council Owned Assets**

The contractor has now found a new source for replacement matting under the gyro spiral. Works will be completed soon.

11.2 **Tree Works**

There was no further update re the planned tree works.

11.3 **Bookings for Playing Field**

There were no further bookings to report.

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

Village Hall Car Park - Members asked whether the hedge at the entrance to the Village Hall car park could be cut back more extensively to further improve visibility. The Chairman will speak to a representative of the Village Hall Committee. It was noted that we are close to the start of the nesting season so any works would have to be carried out immediately or wait until the autumn.

12. **Other works & projects**

VE Day 75 – Cllr. Fish provided a full update. It was noted that KCR have been booked to provide the evening entertainment as Tom Dick and Harry were no longer available.

Costs so far are as follows:

Village Hall Hire	£	tbc
Food for Children's Party	£	tbc
Twist n Shape by the sea	£150	
KCR	£150	

The landlord at The Foundry is hosting The Nation's Toast on Friday 08 May. He will also be running a BBQ in the evening. Cllr. Fish is liaising with him to arrange for a bugler to play The Last Post and for a piper to play Battle's O'er and VE Day 75 at The Foundry at the appropriate times.

Cllr. Fish is liaising with the Church re the commemorative service on Sunday 10 May.

The Clerk will contact the Parish Council's Insurers in respect of the children's party and evening entertainment on Sat 11 May. It was noted that the Clerk has submitted an application for grant funding towards the cost of the event.

It was **AGREED** that Cllr. Fish continue to proceed with the arrangements.

13. **Correspondence**

13.1 Correspondence received since 07 January 2020 (list circulated)

Norfolk ALC	Newsletters
NCC	Norfolk Coast AONB Dark Skies Festival
NN Parish & Town Forum	Feedback from meeting
NPTS	Training sessions
Community Action Norfolk	Newsletters

Various leaflets, newsletters and brochures

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

14. 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.

15. To note the date of the next meeting: 03 March 2020 at 7.30pm

16. 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

17. Quotations for Noticeboards

The Clerk presented two quotations. Following discussion, it was **AGREED** to carry this item forward to the next meeting.

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

Signed

Dated.....

County Councillor's Report February 2020

Local Transport Plan consultation

Norfolk County Council is currently consulting on a new Local Transport Plan. Alongside that consultation there is also an open consultation on the Norfolk Rail Prospectus where NCC sets out what it believes the County needs from local rail services. The Local Transport Plan Consultation and the Norfolk Rail Prospectus will run until **5pm on 28 February 2020**. For further information and to give your views, please go to: www.norfolk.gov.uk/localtransportplan and www.norfolk.gov.uk/norfolkraillprospectus

Impact of cuts on people with disabilities

I have been appointed as a member of a group of councillors who will examine the impact of cuts in services on disabled people. I am keen to hear from as many people as possible about their experiences. If you would like to have your say – or know someone who would – please contact me.

Market Towns initiative

The Initiative has reached its next stage. North Walsham is one of the towns selected for examination and support. I have kept making the point that we need to consider the impact of growth in towns on nearby villages – and especially on roads and transport between North Walsham and the coast – without a lot of success so far. The North Walsham initiative can have a positive effect on the town though. It has focused on three priorities:

- Potential options for a more pedestrian friendly Market Place
- Bus congestion at the stop by the Post Office on Yarmouth Road
- Initial feasibility work to address the constraint of low rail bridges

Unadopted roads

There are a lot of unadopted roads (known as Private Streets in County Council jargon) in Mundesley division. I asked County Highways how much it would cost for the average Private Street to be adopted as a public highway and maintained by the County Council. No two roads are different because of the amount of work needed to bring them up to standard but they have suggested an average cost of £1,200 per metre of road. They have given me a lot of information about Private Streets which I have passed on to your Parish Clerk.

Council and Cabinet Decisions

Since the beginning of the year the Council Cabinet has: set up a £1m Social Infrastructure Fund designed to support charities and community groups with capital investment; agreed the outline of a new environmental policy.

Boundary Review

The County Council has published its submission to the Boundary Commission that is looking at the shape of divisions that County Councillors will represent from 2021. The Council will debate those proposals on 3rd February. The Boundary Commission will consider all the submissions it receives and produce its draft proposals by the end of May. North Norfolk will see its total number of County Councillors reduced from 11 to 10 so there are sure to be changes to division boundaries. The County Council's proposals split Mundesley division in four: Overstrand. Trimingham, Sidestrand and Northrepps would join Cromer division; Bacton and Paston would be joined with the larger part of North Walsham; Mundesley, Trunch, Gimingham, Knapton and Swafield would be joined to the western part of North Walsham and parishes looping round the town as far as Worstead; Antingham would join a huge 'central' division that stretches as far west as Corpusty and Edgefield.

Ed Maxfield, February 2020.

Financial Matters:Payments to be approved at February meeting:

102181	Shaw & Sons Ltd – Printed Stationery & binder	£	141.60
102182	Community Action Norfolk - Subscription	£	20.00
102183	Norfolk Playing Fields Assoc - Subscription	£	20.00
102184	Clerk's Salary & Expenses - Jan	£	231.17
102185	Norfolk Pension Fund – Jan Pension	£	78.21
102186	Secret Gardens – Jan Maintenance contract	£	178.00

Direct debit payments:

28/01/2020	URM Glassbank for Dec	£	37.20
12/01/2020	Eon -Street light electricity for Dec	£	42.99

Receipts since last meeting:

NCC Recycle Credits for Aug/Sept/Oct/Nov	£	169.01
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Financial Statement:

Reconciled balances as at 28 Jan 2020	
Community Account	£24,266.55
Business Premium Account	£ 6,315.94
Business Premium Account	£ 4,776.15
	£35,358.64
Uncleared payments	£ 216.66
	£35,141.98

NORTHREPPS PARISH COUNCIL

BANK RECONCILIATION FOR QUARTER ENDED 29 DEC 2019

	£
Balance as at April 1st 2019	<u>31132.61</u>
Total Receipts	20201.86
Less Total Payments	<u>14395.38</u>
Balance as at 29 Dec 2019	<u>36939.09</u>

These Cumulative funds are represented by:

Current Account:

Northrepps P. C. Community Account	26099.66
N.P.C. Saver Account	4776.15
N.P.C. Saver Account	<u>6315.94</u>
	<u>37191.75</u>
Less unrepresented payments	252.66
	<u>36939.09</u>

Northrepps Local Need - January 2020

Household Type	Local Need	
	Band A	Band A to E
Single People	9	49
Couples	2	17
Small Family (up to two children)	6	36
Large Family (3+ Children)	6	34
Total	23	136

Local Need: Local connection by one or more of current residence, former residence, employment or close family to the Northrepps and adjoining parishes of Southrepps, Roughton, Overstrand and Sidstrand

Band A: Five years residence or three years residence + a work or close family connection. Residence must be current.

Band E: 12 month residence at any time or a work or close family connection.

Band A -E by Age	Under 60 years of age	Over 60 years of age
Single People	27	22
Couples	8	9
Small Family (up to two children)	40	5
Large Family (3+ Children)	24	1
Total	99	37

Band A by Age	Under 60 years of age	Over 60 years of age
Single People	4	5
Couples	0	2
Small Family (up to two children)	7	1
Large Family (3+ Children)	3	1
Total	14	9