

Minutes of the Meeting of Northrepps Parish Council held on 13 October 2020 at 7.30 pm at Northrepps Village Hall

Present:

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

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

Prior to the meeting, members observed a one-minute silence in tribute to former Parish Councillor Ian Humphrey. It was noted that a letter of condolence had been sent to Mrs Humphrey.

Members voiced concern at the loss of numerous trees in the recent storms but voiced their gratitude that the Parish had not seen the level of power cuts or blocked roads suffered by other nearby parishes.

1. Minutes of the Parish Council Meeting held on 18 August 2020

It was **AGREED** that the minutes of the Parish Council meeting held on 18 August 2020 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies were noted from District Cllr. Fitch Tillett.

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

There were no declarations of interest.

4. Casual Vacancy

It was noted that the applicants had been interviewed prior to the meeting. It was **AGREED** to elect Mr. Jason Buxton and Mrs. Michelle Renaud to fill the vacancies. The Clerk will arrange for the necessary paperwork to be completed.

5. Public Participation

There were no members of the public present.

6. Police matters

6.1 **Police Newsletters** – Noted

6.2 **Other Police Matters** – There were no other police matters to report

7. District Council and County Council

7.1 County and District Councillor Reports.

Members were in receipt of reports from Cllr. Maxfield and Cllr. Fitch-Tillett (refer attached).

Cllr. Maxfield advised that Highways are to investigate the flooding by the Hall Road railway bridge during the recent storms. He also advised that he has met with the Highways Engineer and is awaiting for reports from the Casualty Reduction Team in respect of the car accident on the road near the airfield.

It was noted that the process for the boundary changes has restarted and are likely to come into effect in 2025.

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

There were none to report.

8. Planning

8.1 Planning Applications and decisions

Planning applications for consideration

ADV/20/1701 – Land at Station Road Junction

Upgrading of advertising hoardings to digital display of static, internally illuminated advertisements (instead of posters)

No objections

Planning applications considered under planning protocol:

LA/20/1602 – 18 Church Street

Replacement of 3 windows and 1 door to the front of the property

Support provided the materials used are as stated in the applications

8.2 Government Planning White Paper

Members were in receipt of documents from NNDC and CPRE relating to the Planning White Paper consultation. The Clerk was asked to recirculate the documents in order that members could forward any response. The Chairman will attend the NNDC zoom session relating to this issue.

8.3 Pre- Submissions

There were none to report.

8.4 Local Plan

There was no update.

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

There were no other planning matters to report.

9. Highways & Transportation

9.1 **Parish Partnership scheme**

There were no projects to put forward for the 2021 scheme.

9.2 **Cleaning of new bus shelter**

It was **AGREED** to monitor the cleanliness of the shelter before deciding whether it is necessary to arrange a regular cleaning schedule.

9.3 **Traffic Regulation Orders**

There were none to report

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

The forthcoming visit of the streetscene inspectors was noted and a pothole reported.

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 **Updated salary scales**

The revised national salary scales were noted.

10.4 **Adoption of telephone kiosk near The Foundry PH**

It was noted that the offer to adopt the kiosk had been accepted and it was **AGREED** to instruct the Clerk to sign the contract.

10.5 **Appointment of Internal Auditor**

Following the news that Mr Pooley is retiring, it was **AGREED** to appoint Sharon Secker as the new Internal Auditor.

10.6 **Posters at Playing Field**

Members were in receipt of a quotation for A2 Foamex boards displaying the COVID guidance. It was **AGREED** to not proceed at present

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

Textile Bank – It was **AGREED** to progress the installation of a textile recycling bank at the playing field. The Chairman will notify the Village Hall Committee.

11. Playing Field & Allotments

11.1 **Grounds Maintenance and repairs to council owned assets**

There was no update

11.2 **New Play Equipment**

It was noted that meetings had been held onsite with several play equipment suppliers and quotations are awaited.

11.3 **CYFC use of playing field**

It was noted that temporary nets have been installed

11.4 **Tree works at Craft Lane allotment site**

There was noted that the landowner will obtain a quotation for the necessary works.

11.5 **Bookings for Playing Field**

There were no new bookings to report

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

Allotment Tenancy – It was **AGREED** to allow a tenant to swap allotments for a larger plot which has become vacant. The smaller plot will be allocated once cleared.

12. Other works & projects

VE day, VJ Day, Battle of Britain – Cllr. Fish provided an update.

Bonfire Night Event – It was noted that the event has been cancelled.

13. Budget 2021/22

Members were in receipt of the first draft of the budget. It was **AGREED** to hold a separate meeting on 24 November to set the budget.

14. Correspondence

13.1 Correspondence received since 18 August 2020 (list circulated)

Norfolk ALC	Newsletters Wellbeing initiative newsletters
NCC	Boundary Commission Consultation
NNDC	Coastal Adaption consultation
Aldborough & Thurgaton PC	Pig rearing factory
Norfolk Coast Partnership	Newsletter
Norfolk PTS	Training update
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)

Concern was noted at the number of cars being parked close to the Craft Lane junction which could be hazardous and cause a problem for buses.

15. To note the date of the next meeting: 24 November 2020 at 7pm

There being no further business, the Chairman closed the meeting

Signed

Dated.....

DISTRICT COUNCILLOR'S REPORT October 2020

Cabinet Approvals:

A revised approach to the mix of housing in development proposals to set the percentage of Low Cost housing per development.

Revisions of priorities to The Corporate Plan taking COVID into consideration.

Quarter 1 Performance Report – this was introducing a new system. I am very happy to report that my Coastal Team's Performance is all green.

Full Council Decisions:

Each Portfolio Holder had to make a report on activities under their responsibility.

The Management Re-Structure as suggested by Chief Executive Steve Blatch was approved.

Sadly Sidestrand was one of the Polling Stations with very small electorate, approved for closure. Residents will now vote at Trimingham.

The Debt Recovery for 2019/20 was agreed as was the final Budget Report for the same period.

North Walsham Town Centre proposals from Cabinet were approved.

Business Grants:

Further grants for tourism businesses who need help to extend the season or to start next season early are available to apply for on the Council's Website and close on 19th October.

Coastal Portfolio News

I have been able to meet some of the team in person for the first time in 6 months. Rob Goodliffe (Coastal Manager - North) and I met in The Cliff Top Café for a catch up and then walked the prom - this was before the storms earlier this month. I also met up (unplanned) with Anne Casey (Coastal Adaptation Officer) just after the storms who was part of the team inspecting for any damages along our coast. I believe there was a broken railing and that was about all.

Walcott was not so lucky as due to the wind direction large amounts of sand from that we placed last year covered the road, blew into peoples gardens, blocked drains and covered a few cars! However a joint effort comprising Coastal, Environmental Health and County Highways had the crucial elements cleared by last Wednesday.

A couple of things happening in the near future: The proposed Supplementary Planning Document is to be discussed at The Planning Policy and Built Heritage Working Party (via ZOOM) next Monday – from there it will be recommended to Cabinet for adoption as part of the emerging Local Plan.

Karen Thomas (Head of Coastal Partnership East) is presenting at The National Flood and Coast Conference (being held virtually) in respect of Coastal Adaptation and Community Involvement.

Ward Issues:

I have had no complaints or issues from Northrepps since we last met.

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

Ed Maxfield: County Councillor's report for October 2020**Battling the weather**

The County Council Highways team dealt with 1,000 emergency call-outs over the last weekend in September thanks to the stormy weather. In a 52 hour period, between 5pm on the Friday and 9pm on Sunday, Highways and their sub-contractors cleared 203 trees or broken branches that had fallen onto roads or pavements. You can report any highways related problems, such as fallen trees, using the online form here: www.norfolk.gov.uk/highwaysproblems

Battling a Pandemic

As I've mentioned in previous reports, Norfolk County Council is the authority with oversight of Public Health locally. I get weekly updates about the Pandemic response locally and I forward those to the Parish Clerk if there is something new or noteworthy to report. If you have any concerns about the Public Health response to the Pandemic locally please do let me know: I am happy to raise those concerns with the team.

Environment awards

A couple of weeks ago I put a proposal to the Full Council meeting of NCC to boost the county's annual 'Eco Awards' and I am pleased to say it was adopted. The awards have a tiny budget and my proposal would have added a new 'Dragon's Den' style innovation prize to the awards and increased the budget. The ruling group amended my proposal to remove those specific commitments before supporting the broad thrust of my suggestion – and they have promised to involve me in the development of the new, expanded awards programme.

Education

I'm pleased to be joining the 'People and Communities' committee at County Hall which oversees care services for adults and children and also education. The committee met a couple of weeks ago and received a report into educational achievement by boys: this followed a request from myself and fellow Independent councillor Sandra Squire. The report was pretty vague about what should be done to ensure boys get the most they can from their time in school so I will be keeping up the pressure for clear action.

I have also been asked to join a group that will oversee the Council's plan to improve Special Educational Needs (SEND) provision in the county. An official inspection recently identified a number of ways in which the Council needs to improve its SEND provision. The group will oversee the work being done to deliver those improvements.

Council spending

The outline of new spending cuts have been passed by Norfolk County Council's 'Cabinet'. Additional cuts have to be planned for because of the impact of Coronavirus on Council finances. I have asked some detailed questions about planned cuts in key areas and will keep a close eye on how the Council's budget evolved over the next few months.

I have also criticised spending on expanding the car park at County Hall and changes to the building itself when almost no one is working there at the moment.

Reorganisation

Following the resignation of the Local Government Minister in September, the government's on/off plans to reorganise the structure of local government (by getting rid of either County

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270

Councils or District Councils, or both) currently seem to be off. Next month they will probably be back on again. I will let you know!

Financial Matters:**Payments to be approved at October meeting:**

102234	Westcotec – Bus shelter	£ 5640.00
102235	Secret Gardens – Maintenance - Sept	£ 185.00
102236	Clerk's Salary & Expenses - Sept	£ 271.56
102237	VOID	
102239	Norfolk Pension Fund – Sept	£ 92.59
102238	HMRC – Paye July/Aug/Sept	£ 167.00
102240	T T Jones Electrical – Oct/Nov/Dec	£ 27.78
102241	BT Payphones – Adoption of kiosk	£ 1.00

Direct debit payments:

28/09/2020	URM Glassbank for Aug	£ 37.20
12/09/2020	Eon -Street light electricity for Aug	£ 42.99
28/09/2020	ICO – Data Protection	£ 35.00
11/10/2020	Eon – Street lighting for September	£ 41.60
27/10/2020	URM Glassbank for September	£ 36.00

Receipts since last meeting:

24/08/2020	Playing field hire	£ 80.00
07/09/2020	Interest on bank account	£ 0.66
07/09/2020	Interest on bank account	£ 0.87
	Allotment rent	£ 85.00
25/09/2020	NCC Parish Partnership Grant for bus shelter	£ 2350.00
30/09/2020	NNDC precept	£ 8393.00

Financial Statement:

Reconciled balances as at 30 September 2020

Community Account	£35313.38
Business Premium Account	£ 6320.72
Business Premium Account	<u>£ 4779.76</u>
	£46413.86
Less uncleared cheque	<u>£ 100.00</u>
	£46313.86