

Minutes of the Annual Meeting of Northrepps Parish Council held on 17 May 2022 at 19.00 at Northrepps Village Hall

Present:

Vice Chairman Cllr. L. Fish,
Cllr. V. Callaghan, Cllr. M. Millman, Cllr. S. Penlington, Cllr. M. Renaud,
Cllr. G. Smith

Clerk Mrs J. Warner
County Cllr. Maxfield (from item 17.2)

1. Election of Chairman

It was **AGREED** to elect Cllr. Mackay as Chairman for the forthcoming year. Declaration of Acceptance of Office form will be signed at the earliest opportunity.

2. Election of Vice Chairman

It was **AGREED** to elect Cllr. Fish as Vice Chairman for the forthcoming year. Declaration of acceptance of Office form will be signed at the earliest opportunity.

3. Minutes of the Parish Council Meeting held on 05 April 2022

It was **AGREED** that the minutes of the Parish Council meeting held on 05 April 2022 be **APPROVED** as a true record. The minutes were signed by the Vice Chairman.

4. Apologies for absence

Apologies for absence were accepted from Cllr. Buxton (work) & Cllr. Mackay (work).

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

There were none.

6. To agree councillor responsibilities for the forthcoming year

It was **AGREED** to appoint responsibilities as follows:

Village Hall – Cllr. Mackay
Health – Cllr. Fish
Finance – Cllr. Callaghan
Police – Cllr. Callaghan
Planning – Cllr. Millman
Environment – Cllr. Penlington
Footways, highways & lighting – Cllr. Renaud
Playing Field – Cllr. Renaud
School – Cllr. Smith
Allotments – Cllr. Smith

7. To appoint cheque signatories

It was **AGREED** that Cllrs. Mackay, Fish & Penlington would remain as signatories.

8. To appoint Councillor to review Financial Control Procedures

It was **AGREED** to appoint Cllr. Smith

9. To appoint Internal Auditor

It was **AGREED** to appoint Diana Dann as Internal Auditor.

10. Casual Vacancy

It was **AGREED** to elect Erica Redmond to fill the casual vacancy on the Parish Council.

11. Public Participation

There were no members of the public present.

12. Police matters

12.1 **Police Newsletters** – Noted

12.2 **Other police matters**

Cllr. Callaghan reported on her attendance at a recent webinar.

It was noted that the police recently responded to concerns about vehicles parking on the yellow zig zags near the school. It was felt that parents should be encouraged to park on the Village Hall car park.

13. District Council and County Council

13.1 **County and District Councillor Reports.**

County Cllr. Maxfield – Members were in receipt of written report for April (attached). Cllr. Maxfield arrived later during the meeting.

District Cllr. Fitch Tillett – Members were in receipt of a written report (attached).

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

Road Safety Community Fund – Members were in receipt of information forwarded by Cllr. Maxfield which was noted.

14. Planning

14.1 Planning Applications and decisions

Planning applications for consideration

There were none.

Planning applications considered under planning protocol

There were none.

14.2 Updates on live planning applications

There were no updates

14.3 Other Planning Matters (for information only)

Members were in receipt of a letter from NCC re the Local List for Validation of Planning Applications Consultation which was noted.

15. Highways & Transportation

15.1 Traffic Regulation Orders

Any traffic orders had been circulated to members.

15.2 Request for mirror on Church Street

Members were in receipt of an email from a resident asking whether a mirror could be sited on Church Street to improve the sight of traffic on the bend. It was noted that NCC Highways have advised that they do not put up mirrors or give permission for them. At night time headlights can reflect in a mirror and cause confusion.

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

There were no other matters to report.

16. Finance & Regulatory Matters

16.1 Payments and Receipts & Financial Statement

The financial matters were **APPROVED**, and the finance sheet was signed by the Vice Chairman and the Clerk as Responsible Finance Officer (refer attached).

16.2 Actuals Against Budget to date

These were circulated and noted.

16.3 **Church Street Noticeboard**

Complaints have been received that posters are being removed from the Church Street noticeboard. Members have been monitoring this and it was suggested that people use mapping pins to attach posters to the board as drawing pins work loose in the wind.

16.4 **Councillor email addresses**

It was noted that the new Practitioners Guide recommends that all councillors have .gov email addresses and that their emails should not be accessible by other people. Thus the Clerk had circulated a quotation which was considered by members. In view of the expense involved and the fact that it is not yet mandatory to have .gov addresses it was **AGREED** to not progress this at present. The Clerk stressed that all council emails must be secure and not accessible by other people.

16.5 **Poppyland Radio**

Members were in receipt of an email from Poppyland Radio who are seeking grant funding to purchase outside broadcasting equipment. It was **AGREED** to make a grant of £150 and suggested that other parishes are also encouraged to contribute.

16.6 **Review of Council Insurance**

It was **AGREED** to accept the quotation from Hiscox via Gallagher Insurance Brokers.

16.7 **Any other financial and regulatory matters** (for information only)

There were no other matters to report.

17. **Playing Field & Allotments**

17.1 **Grounds Maintenance, Repairs & RoSPA Inspection**

The Clerk raised concern that despite taping off the climber and adding notices, children were still using it. It was **AGREED** to ask the contractor to erect Heras fencing around the climber until it is repaired.

It was also **AGREED** to order a supply of playbark from TMA Bark and ask Jerry Youngman whether he will be able to assist with laying it.

17.2 **New Play Equipment**

It was **AGREED** that a new swing is a priority and suggested that it could be sited on the main playing field. Cllr. Millman will look into this. The next meeting of the working group will be held in June.

17.3 **Inspection of Council Owned Assets**

Members were in receipt of the annual inspection report. Cllr. Mackay will be asked to contact the adjoining landowner to ask that the ivy by the Crossdale Street shelter be cut back.

The Clerk will ask the maintenance contractor to apply teak oil to the curved bench and the noticeboard and bench by the village sign.

Members will sweep out the bus shelters.

17.4 **Phone Kiosk / Heritage point**

NVT are yet to hold the public meeting

17.5 **Request for shed on allotment**

It was noted that members had given consent for a shed to be placed on an allotment.

17.6 **Armed Forces Day**

Cllr. Fish provided an update in respect of the Armed Forces Day event being held by the Northrepps Branch of the Royal British Legion.

17.7 **Other playing field and allotment matters** (for information only)

Open Gardens – it was noted that there will be a need for extra parking for the open gardens event on 02 / 03 July.

18. **Correspondence and other matters**

18.1 **Sally Bean's Bench**

An update from the owner of the bench is still awaited.

18.2 **HM Queen Elizabeth's Platinum Jubilee**

The following events are being progressed:

Thurs 02 June – Beacon

Bar open from 2100 to 2230.

Beacon to be lit at 2145 in line with national arrangements.

Fireworks team are coordinating the bonfire beacon.

Cllr. Renaud will ask her partner to provide first aid cover.

Sun 05 June – 1230 to 1430 approx – Jubilee Picnic on the playing field

Everyone will be encouraged to bring their own picnic and a picnic blanket or camping chair.

The Parish Council will supply tea, coffee and cakes.

Jason Bumphrey will be asked to open the bar at the village hall.

Cllr. Renaud will arrange a playlist of music to be played inside the village hall.

Cllr. Fish will arrange for the Union Flag to be flown from the Church for the weekend.

Cllr. Buxton will be asked if he can provide first aid cover.

The Clerk has purchased bunting.

18.3 Defibrillator Training

Date for training session to be arranged in the Spring / Summer.

18.4 Community Litter Pick

It was agreed that as several residents already conduct regular litter picks there is no need for a community litter pick.

18.5 Correspondence received since 01 Feb 2022 (circulated)

Norfolk ALC

Newsletters

NNDC

Textile Recycling scheme

Licensing policy for sex establishments review

Community Action Norfolk

Newsletters

Various leaflets, newsletters and brochures

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

19. 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.

20. To note the date of the next meeting: 19:00 07 June 2022 (Accounts meeting)

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

Signed

Dated.....

District Councillor's Annual Report 2021-22

During the last year we have been in and out of COVID Restrictions a bit like the Hokey Cokey! Certainly for the first few months we were still having to support our businesses with grants provided from central government. I was very proud of the finance department at NNDC that stepped up and processed more grants quickly, without processing any bogus claims, than most other local councils and were, indeed, awarded for it. Recently they have begun to process the £150 energy grant to residents.

Most of our meetings remained to be held virtually and it has only been in the last few months that all public meetings of the Council's Committees have been held in person. Nearly all Poppyland Parish Councils continued their business virtually during the shut downs and my thanks and congratulations go to those that did. The new Council Chairman - Cllr Jeremy Punchard, Fakenham South was sworn in in June with Cllr Pauline Grove-Jones, Stalham as his vice chairman. Also, later on in the year Cllr Tim Adams, Cromer was appointed Leader of The Council as Cllr Butikofer resigned for personal reasons.

Again, as a result of COVID, our coastal parishes experienced a great deal of stress due to large numbers of visitors, many of which with their dogs had absolutely no idea how to behave or indeed understand our coast. This is continuing with yet another family and dogs having to be rescued from the incoming tide this last weekend.

A few highlights from last year for the District as a whole. Both Fakenham and North Walsham will receive significant investment and a Youth Council and Town and Parish Forum have been formed. An officer to liaise with Ukrainian refugees has recently been appointed.

As the Cabinet Member responsible for Coastal Management my team has made some very significant strides forward in the last year. Balfour Beatty have been appointed contractors for the Cromer/Mundesley /Coast Protection Scheme due to start later this year. The Shoreline Management Plan is in the process of being refreshed and we have a part time officer allocated to this for the whole Norfolk and Suffolk Coastal Frontage. We have extended our reach of the Coastal Forum to include our neighbours from Gt Yarmouth Borough Council and Kings Lynn and West Norfolk Borough Council and thus become the Norfolk Coastal Forum. We will be joining with Suffolk for a joint Coastal Conference in the Autumn. Minister Rebecca Pow visited us in March with the news of grant funding up to £10M for us to lead, together with East Riding of Yorkshire, on finding solutions for communities faced with coastal erosion.

As Vice Chairman of the Norfolk Coast (AONB) Partnership I have to report that we have a new Chairman - Cllr Andrew Jamieson from Thornage and that there have been some staff changes. Currently Dr Katy Owen is interim partnership manager and will also oversee the Wash & North Norfolk Marine Partnership together with Dr Adele Powell. The Management Plan has been removed from the website and is currently being revised. We are expecting this year's publication of The Norfolk Coast Guardian imminently - do look out for a copy.

Within Poppyland there was a suggestion to change the Parish Boundary of Northrepps which was far from popular! The result is that there is a very minor

change whereby the properties in and off The Ridgeway will now be in the parish of Cromer. There was no difficulty in re-aligning the boundary of Sidestrand.

There have been several severe storms and in the autumn properties in Bulls Road, Northrepps were flooded. With the help of the County Council Flood team, local land owners and their contractors, preventative measures have been taken. Thanks to all that helped.

In January /February Overstrand suffered significant damage to its frontage and beach huts were moved around by storm Carrie. MacKinnons are currently on site making repairs and I am in discussion with our property department and a local land owner to remove and store the beach huts during the winter months as happened some time ago.

Cllr Angie Fitch-Tillett, Poppyland Ward, NNDC

County Councillor's report – May 2022

Annual surface dressing

The spring round of surface dressing has started. According to the County Council press release: 301 miles of Norfolk's roads will get a new seal to extend the life of the road, prevent potholes opening up and provide a new skid-resistant surface to help reduce the risk of accidents.

The work is carried out between April and September every year. The team aims to get the holiday areas and main roads treated first so they are complete before the start of the summer season. Locally, crews are starting work in the North Walsham, Bacton and Horning areas.

The new seal consists of a thin layer of bitumen and chippings which is laid onto the road. This helps prevent water penetration and helps stop potholes opening up. Highway teams return a few days later to sweep up the loose stones.

People living along the roads affected will receive notification a day or two before the crews arrive. They will be asked not to park on the road on the day of the surface dressing work, or on the following day when surplus chippings will be swept up. A 20mph speed restriction is imposed during work and on freshly laid surface dressing for safety reasons.

You can report a problem via [the County Council's website](#), or on a response card which will be delivered to a proportion of residents.

Electric buses for Norwich

Norfolk County Council and First bus have secured £3.2million of government funding to introduce 15 electric buses in Norwich. This is matched by £3.6m of local investment from First Bus. The buses will be in operation by March 2024.

I'm glad the county is benefitting from the scheme but I will keep banging on about the need for investment in rural areas like North Norfolk, not just the city.

I will also ask (again, because I didn't get a proper answer the first time) whether the County Council is planning to help bus companies with increased fuel costs.

DIY waste charges

The government announced in mid-April that it wants to ban Councils from charging for the disposal of DIY waste. Norfolk County Council imposed these charges a few years back despite warnings that it would lead to increased fly-tipping. The only response I have seen so far from the County Council is that they will take part in the DEFRA consultation. If no one else raises it first, I plan to ask the council leader about it when the council meets on 10th May.

Ukraine

Thousands of Norfolk residents have offered help in response to the humanitarian crisis in Ukraine.

If you want to know more about helping people who are escaping the conflict, there is a page of information and links on the Norfolk County Council website:

<https://www.norfolk.gov.uk/safety/migrants-refugees-and-asylum-seekers/ukraine>

There's also an active Facebook group set up by local volunteers:

<https://www.facebook.com/groups/706706817353933>

The fantastic charity Polonia Norfolk are collecting and transporting aid donations.

Contact details on their website: <https://norfolkpolonia.org.uk/english/>

Access to dentists

At the last meeting of the County Council, the problems many of us face registering with a dentist were raised. I know there's a problem with capacity at GP surgeries too (and worries about how future house building in North Norfolk will make that

problem worse) but here is the County Council's answer to the question about dentists:

Norfolk Health Overview and Scrutiny Committee wrote to the Secretary of State for Health and Social Care in September 2020 about significant issues that have contributed to a shortage of NHS dentists in Norfolk and many other parts of the country which can only be resolved at national level. These included the need for reform of the dental services contract and the related subject of workforce shortages. The pandemic has compounded the situation and the committee agreed to write to the Secretary of State for Health and Social Care again.

Devolution

I've reported before that Norfolk was named by the government as one of the priority areas for a 'County Deal' which would see extra powers and money coming to a new local authority. Just like every other attempt to reorganise local government in Norfolk that I've seen over the years, this one seems to be disappearing up its own... well, you get the idea.

The only option available seems to be the creation of a 'Combined Authority' for the County with a directly elected mayor/leader. Getting rid of District Councils or the existing County Council does not seem to be an option so we would end up with an EXTRA layer of local government (as they have in Cambridgeshire). It seems that the current leadership of the County Council is not keen on the offer and is likely to want to pull Norfolk out, leaving things as they are. It's going to be another missed opportunity, leaving services across the county disjointed, confusing and unaccountable.

SEND Green Paper

The Government has published [a SEND and alternative provision green paper](#), setting out a vision for a single, national system for Special Educational Needs and Disability provision. It also proposes a simplified Education, Health and Care Plan, and a new legal requirement for councils to introduce local inclusion plans. In addition, there is a focus on ensuring mainstream education is more inclusive and better at identifying and supporting needs. We'll see how it goes (the [public consultation](#) runs to 1 July if you want to have a say) but it doesn't fix the immediate crisis in funding and support for families supporting children with SEND.

UK Electric Vehicle Charging Infrastructure Strategy

The Government has published its [UK Electric Vehicle \(EV\) Infrastructure Strategy](#) this week. The strategy sets out a number of measures to rapidly scale up public EV charge points across the country. In Norfolk, the County Council is the authority with the job of leading on the implantation of the strategy.

Parish Partnership Schemes

I'm delighted that Mundesley and Swafield have won Parish Partnership funding for schemes in the villages. In Mundesley, the County Council will contribute to the cost of installing chicanes on Cromer Road to help tackle long-standing concerns about speeding on the way into the village. In Swafield they will contribute towards the cost of a new bus shelter on Trunch Road.

Ed Maxfield

Tel.: 07449 706215 Email: edward.maxfield@norfolk.gov.uk website: www.edmaxfield.org.uk

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

102361	Secret Gardens – Maintenance (April)	£ 185.00
102362	J Warner – Clerk’s Salary & Expenses (April)	£ 246.84
102363	Norfolk Pension Fund (April)	£ 86.18
102364	T T Jones – Street Light Maintenance	£ 30.74
102365	Secret Gardens – Maintenance (May)	£ 185.00
102366	J Warner – Salary & Expenses (May)	£ 246.84
102367	Norfolk Pension Fund (May)	£ 86.18
102368	Gallagher Insurance	£ 1085.44

Direct debit payments:

28/04/22	URM Group for March	£ 37.20
19/04/22	Npower street light Elec (Jan/Feb/Mar)	£ 212.76
21/05/22	Npower Street light Elec (Apr)	£ 60.58

Receipts since last meeting:

29/04/22	NNDC Precept	£ 9013.50
22/04/22	HMRC Vat refund	£ 785.11

Financial Statement:

Reconciled balances as at 30/04/2022

Community Account		£ 33456.66
Business Premium Account		£ 4780.48
Business Premium Account		<u>£ 6321.68</u>
		£ 44558.82
Less uncleared cheques		
	102362	<u>£ 86.18</u>
		£ 44472.64

Signed
Chairman *Responsible Financial Officer*

Dated

NOTE: Signed copy held with accounts