

Minutes of the Meeting of Northrepps Parish Council held on 01 November 2022 at 19.00 at Northrepps Village Hall

Present:

Chairman Cllr. A. Mackay, Vice Chairman Cllr. L. Fish,
Cllr. V. Callaghan, Cllr. M. Millman, Cllr. E. Redmond, Cllr. M. Renaud,
Cllr. G. Smith,

District Cllr. Fitch Tillett to item 6 incl.

County Cllr. Maxwell for item 6 & 8 only

Note: Cllr. Maxfield arrived during item 10 but for continuity the minutes are recorded in the order of the agenda

Clerk Mrs J. Warner

1. Minutes of the Parish Council Meeting held on 06 September 2022

It was **AGREED** that the minutes of the Parish Council meeting held on 06 September 2022 be **APPROVED** as a true record. The minutes were signed by the Chairman.

2. Apologies for absence

Apologies for absence were accepted from Cllrs. Buxton and Cllr. Penlington.

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 Newsletters** – Noted

5.2 **Other police matters**

There were no other matters to report.

6. District Council and County Council

6.1 County and District Councillor Reports.

The written reports had been circulated to members.

There were no questions for Cllr. Fitch Tillett who then left the meeting.

Cllr. Maxfield arrived later in the meeting but for continuity the minutes are recorded here.

Weed killing – Members reported that NCC had carried out weed killing in the village the previous day but concern was raised that the operative was

driving far too fast on the pavements and was applying the weed killer in the rain.

Road sweeping – Members raised concern that the road sweeper could not access most of the roads due to parked cars. It was felt that sending out such a large vehicle to sweep the roads is not suitable or cost effective.

Cllr. Maxfield will raise these concerns at NCC.

6.2 **Mobile Library Consultation**

Cllr. Fish advised that we should hear by the end of November re whether the budget cuts will affect the mobile library service.

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

Overgrown hedge on The Avenue – The clerk will contact NCC Highways for an update.

Review of heatwave events – Email noted.

Local member fund – Email noted.

7. **Planning**

7.1 **Planning Applications and decisions**

Planning applications for consideration

PF/22/2542 – West View, Norwich Road
Response to be decided under planning protocol

Planning applications considered under planning protocol

PF/22/2293 – Falgate House, Church Street
No objections

PF/22/2184 – 131 Broadgate Close
No objections

7.2 **Updates on live planning applications**

Broadgate Close Exception Housing Scheme – It was noted that the contractor is to start work next week and that all nearby households will be notified.

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

There were no other matters to report.

8. **Highways & Transportation**

8.1 **Traffic Regulation Orders**

Any traffic orders had been circulated to members.

8.2 **Filling of potholes**

Cllr. Maxfield has raised concern at NCC re the standard of the filling of potholes.

8.3 **20mph speed limit**

It was noted that Cllr. Maxfield had raised this with NCC and a response has been circulated by email. The introduction of 20mph speed limits is likely to be reviewed in the spring but it is not known if there will be funding. Thus this matter will be removed from the agenda until we hear more.

8.4 **Weeds by school wall**

It was noted that Cllr. Maxfield has contact NCC Highways but the weeds are still there.

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

Highway visit – Notification of the visit of the streetscene inspectors was circulated and noted.

Northrepps Footpath 13 and Restricted Byway 13 – Notice of modification order re the upgrading of these footpaths was noted.

9. Finance & Regulatory Matters

9.1 **Payments and Receipts & Financial Statement**

The financial matters were **APPROVED**, and the finance sheet was 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 28 September 2023**

Members were in receipt of the bank reconciliation which was **approved**. The bank reconciliation was signed by the Chairman and by the Clerk as RFO.

9.4 **Councillor emails**

Members were in receipt of guidance from NALC that councillors should not use personal email addresses for council correspondence. Whilst members could set up separate email addresses such as gmail or hotmail, ideally .gov email addresses should be used. This could be costly but the Clerk was asked to get an up to date quotation.

9.5 **Household Support Fund**

It was noted that £5000 of the grant funding was paid out to Northrepps parishioners by the deadline. Each applicant received £100 to use towards energy costs or winter warmth essentials. The unallocated £5000 has been returned to Norfolk Community Foundation. It was noted that several residents had been in touch with councillors and the clerk to thank them for the grant which was much appreciated.

9.5 **Notice of Conclusion of Audit 2021/22**

It was noted that the Notice of Conclusion of Audit for the year ended 31 March 2022 had been circulated to members and posted on the website and notice boards. Members were pleased to note that the external auditors had found no matters for concern.

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

There were no other financial or regulatory matters to report.

10. **Playing Field & Allotments**

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

Repairs and inspections- A quotation has been received for replacement matting – refer item 15.1.
Cllr. Mackay is yet to paint the springers.

Barrier to playing field – refer item 15.2

10.2 **New Play Equipment**

Cllr. Millman provided an update. It was noted that the application has been submitted for charitable status and 4 trustees have been appointed. Grants will be applied for and S106 money from the Broadland Housing development will be pursued.

10.3 **Maintenance of Parish Council owned garden areas**

It was noted that the volunteers have started tending the flower beds in the village centre.

10.4 **Phone Kiosk / Heritage point**

It was noted that attendance at the public meeting was disappointing and without a steering group it will be difficult to progress the project. It was suggested that the project is promoted again in the spring and that perhaps Cromer academy could be approached to see if their students could be involved.

10.5 **Allotment Site Inspection**

It was noted that the allotments had been inspected and the matters identified have been dealt with. The Chairman will see if the sheets of glass have been removed.

10.6 **Parish noticeboards**

It was noted that posters are again being removed from the noticeboard near The Foundry. It was also pointed out that due to the softness of the surface, pins do not hold in place well. It was **agreed** that Cllr. Smith will get the costs for new board.

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

There were no other matters to report.

11. **Correspondence and other matters**

11.1 **Firework Event**

It was noted that the insurers have advised that the bonfire must be at least 60m from the nearest building. Members have measured and marked the location where the bonfire should be positioned. The insurers have been advised that the nearest properties are all brick and tile and that the bonfire is roughly 4-5 feet tall. The insurers also advised that the risk assessment should include that the persons letting off the fireworks are considered competent to do so. The risk assessment will be updated to confirm that the operatives have let off the display for many years and are supplied with the instructions from Dynamic Fireworks. The Chairman advised that Dynamic Fireworks have confirmed that the fireworks are low grade thus no formal training is required. A local paramedic will be providing first aid cover, The Foundry P.H. will be running the bar. A team of volunteers will be selling burgers and hotdogs. They will be overseen by a person who works in a premises which has a food hygiene certificate.

11.2 **Defibrillator Training**

The Chairman is yet to confirm a date with Cllr. Buxton for the training session.

11.3 **Correspondence received since 06 September 2022** (circulated)

Norfolk ALC & Wellbeing

Newsletters
Share certificate

Norfolk County Council

Minerals and Waste presubmission
Nplaw subscription service
Norwich Western Link update
Sustrans in Norfolk

NNDC

Town & Parish Council Forum
Prospective Candidate Event
Community hotspots

Rural Communities Countryside
Fund
Miyawaki Forest Project

Community Action Norfolk

Newsletters

Norfolk PTS

Training newsletters

Hornsea3

Consultation and community fund

Stalham Town Council

Infrastructure Levy

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

12. 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.

13. To note the date of the next meeting: 19:00 on 06 December 2022

14. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

15. To consider quotations and tenders

15.1 **Safety matting** It was **agreed** to accept a quotation of £350 from Secret Gardens & Prestige Properties to replace the safety matting under the gyro spiral.

15.2 **Barrier along edge of playing field** The Clerk presented two quotations for the replacement of the barrier. It was **agreed** in principle to accept the quotation from North Norfolk Garden Services subject to a contribution being forthcoming from the Village Hall Committee.

Cllr. Renaud left the meeting.

15.3 **Street Lighting Maintenance Contract 2023/26** Two tenders were received and considered. It was **agreed** to award the contract to T T Jones Electrical.

15.4 **Grounds Maintenance Contract 2023/26** Two tenders were received and considered. It was **agreed** to award the contract to Secret Gardens & Prestige Properties.

16. To reopen the meeting to the public

17. Budget 2023/24

Members were in receipt of the draft budget. The Clerk advised that although the increase in the precept to cover increased costs was 3.5%, the increased amount paid per household would be 11% (an extra £4.94p.a. per band D household). This is due to the reduction of the number of households paying council tax in Northrepps since the recent boundary changes. The Clerk is

continuing to try and establish how much the unmetered electricity supply for the streetlights will cost in 2023/24 but initial enquiries suggest that it will be a considerable increase. It was **agreed** that members will study the draft budget in greater depth to see if there is anywhere that savings can be made order to make a decision at the December meeting.

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

Signed

Dated.....

Financial Matters:**Payments made in Sept/Oct**

102390	D R Dennis – Tap repair at allotment	£ 40.00
102391 – 102439, 102447, 102449	Household Support Grants	£ 5000.00
102440	Refund of unallocated HS grant to CAN	£ 5000.00
102441	PKF Littlejohn – External Audit	£ 240.00
102442	Westcotec - Repairs to SAM2	£ 1334.40
102443	Secret Gardens – Maintenance (Sept)	£ 185.00
102444	Clerk's Salary & Expenses (Sept)	£ 257.75
102445	Norfolk Pension Fund (Sept)	£ 86.18
102446	HMRC – Paye (July Aug Sept)	£ 165.60
102448	T T Jones – Street Light Maint Contract	£ 30.74

Payments to be approved at Nov Meeting:

102450	Secret Gardens – Maintenance (Oct)	£ 185.00
102451	RBL Poppy Appeal – wreath	£ 20.00
102452	J Warner – Slary & Expenses (Oct)	£ 301.51
102452	Norfolk Pension Fund (Oct)	£ 86.18

Direct debit payments:

17/09/22	NPower Street Light Electricity	£ 52.74
17/10/22	NPower Street Light Electricity	£ 54.56

Receipts since last meeting:

Allotment Rents	£ 180.00
NNDC Precept	£ 9103.50

Financial Statement:

Reconciled balances as at 31/10/2022	
Community Account	£32254.29
Business Premium Account	£ 6324.11
Business Premium Account	£ 4782.31
Minus 2 x £100 cheques to be cleared	<u>£ 200.00</u>
Balance	£43160.71

Signed
Chairman *Responsible Financial Officer*

Dated

County Councillor's report: November 2022

Funding for bus services

I asked the County Council how they were planning to collect people's views on how to spend the £50m of investment in bus services that I mentioned last month. It's clear that they don't have a formal process set up. Most of the money will already be allocated but if you (or other residents) have ideas on what should be priorities for investment please do contact me and I will pass it on.

Consultation on County Council budget

People can have their say on the county council's Council Tax and spending proposals, until December 16th.

You can have your say at www.norfolk.gov.uk/budget and paper copies of the consultation can be requested via email at haveyoursay@norfolk.gov.uk

The council is consulting on:

- A proposed total increase of 2.99 per cent - 1.99 per cent for general Council Tax and one per cent for the adult social care precept – in line with the current budget planning and the expected level which will be set by the Government.
- People's views on a rise of 4.10 per cent, as the council has set in previous years, and 10.1 per cent - in line with inflation - which would require a referendum.

The other savings proposals the council is consulting on include:

- [Reducing the opening hours of the Norfolk Record Office \(NRO\) from 28 hours a week to 22.5 hours a week.](#)
- [Reducing weed spraying activities on the highway from twice a year to once a year.](#)
- [Reducing summer opening hours at Norfolk's recycling centres and closing all recycling centres on Wednesdays.](#)

'Savings' are in addition to the cuts consulted on earlier in the year. There are likely to be tough times ahead for council funding. They are waiting on the government's announcement of spending plans in November to know exactly what is going to be needed in the coming years but no one is expecting lots of new money to be washing around!

The medium term financial plan came to Scrutiny committee last month:

<https://twitter.com/MaxfieldEd/status/1583014498478489600?s=20&t=WtyRSdxnsTfUfc3ZonFB0Q>

Schools funding

For anyone interested in schools funding and especially funding for Additional Needs, Norfolk County Council is deciding on school funding. The decisions sit with the [Schools Forum](#).

The big question is how the County repays the SEND overspend it has accumulated over the years (the most likely option is to take a slice of mainstream funding).

They are planning to cut the amount they spend on SEND provision by the independent sector massively (from £43m to £4m a year over the next six years). They hope to achieve this by bringing the planned new 'maintained' special schools online and increasing the spend through those schools and SRBs; increasing SEND funding to mainstream schools from £20m to £27m; and "Investment in high needs framework/infrastructure, Community and School Cluster Teams including parent link workers" (up from £2m a year to £5m).

Jubilee Trees for Norfolk

Norfolk residents are being invited to plant a tree in memoriam to honour Her Majesty, Queen Elizabeth II.

Jubilee Trees for Norfolk was launched earlier this year to encourage people to “Plant a tree for the Jubilee” supporting the Queen’s Green Canopy. Norfolk County Council is now relaunching the scheme.

The County Council has made half-price tree packs available at seven tree collection points including Norwich (County Hall and Broadland Country Park), Acle, Long Stratton, Watton, Fakenham and King’s Lynn). Residents should apply online at www.norfolk.gov.uk/jubileetrees and the packs will be ready for collection in the planting season between December 2022-February 2023.

Tree packs come in a range of bundle sizes and types including hedgerow, wildlife, small trees and taller trees. All saplings, which are between 40-60cm tall, are healthy and free of disease and sourced from carefully selected suppliers. There is a smaller discount on the heritage orchard packs, which are hand selected to pollinate and contain more mature trees.

Ed Maxfield

www.edmaxfield.org.uk

DISTRICT COUNCILLOR'S REPORT
November 22

Cabinet Approvals:

I was unable to attend Cabinet as I was suffering from a heavy head cold.

Full Council Decisions:

As above, I was unable to attend.

Coastal Portfolio News:

A very successful Coastal Conference was held in Lowestoft with 350 plus attendees in person and on line. The major event along our coast was the demolition of the property in Happisburgh which gained a great deal of media attention. Co-incidentally Coastal Partnership East also had to oversee the demolition of a property at extreme risk in Thorpeness, Suffolk.

Work continues to complete the full grant application for CTAP. I hope there will be a good contingent at our upcoming Coastal Forum to be held on line on Wednesday 2nd November.

Ward Issues:

I am sorry to say I have failed to get agreement to remove the beach huts from the prom during the winter months, but there is an agenda item covering Beach Huts on the Overview and Scrutiny Agenda in December.

I received a complaint that the fallen barriers on the western zigzag had not been removed - coastal tell me that due to health and safety regulations the priority was to protect the public and to remove them will be extremely hazardous. They will do the best they can.

I am still getting complaints in respect of the site on Gimingham Road, Trimmingham, officers are doing all they can within the regulations.

Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC