

OVERSTRAND PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 6 DECEMBER 2017 IN THE PARISH HALL

Present: Cllr B Stratton (Chairman), Cllr G Partridge (Vice-Chairman)
Cllrs J Begley, T Bennett, A Debbage, V Hastings, A Page, R Smith

Members of Public: - 6

Clerk: Mrs June White

1. Apologies for Absence

Cllr Brittlebank (ill health)

2. Members' Declaration of Interest and Requests for Dispensation

Cllrs Page and Bennett declared an interest in item 14.1 on the agenda and were given a dispensation to speak as there were no pecuniary interests.

3. Minutes of Previous Meetings

3.1 Members agreed the Minutes of the Full Council Meeting, held on Wednesday 1 November 2017 and they were duly signed by the Chairman.

3.2 Members agreed the Minutes of the Planning Committee Meeting held on Monday 13 November 2017.

3.3 Members agreed the Minutes of the Finance Committee Meeting held on Wednesday 29 November 2017.

4. Chairman's Announcements

The Chairman had no announcements to make.

5. County & District Councillor Reports

District Cllr A Fitch-Tillett gave her report (see attached)

County Cllr E Maxfield was unable to attend the meeting but sent his report (see attached).

6. Police Report

The Clerk reported the Overstrand crime figures for September 2017, taken from the Police website as follows:

2 x crimes reported on or near Church Close. The crimes were categorised as other theft, which includes the theft by an employee, blackmail and making off with payment. Both crimes have been investigated and no suspect identified.

7. Public Participation Time

The Chairman closed the meeting to allow Members of the Public and any Councillors with prejudicial interests to speak.

- A member of the public spoke in respect of the road used as access to the allotments by allotment holders (Agenda Item 15).
- A member of the public asked if OPC could find out how many concessions will be allowed on Pauls Lane car park (Agenda Item 16).

The Chairman re-opened the meeting.

8. Planning

8.1 The following planning applications were considered:

PF/17/1863 Conversion of existing outbuilding to annexe
40 Pauls Lane, Overstrand, Cromer, NR27 0PF

PF/17/1617 Demolition of external lobby walls and erection of new lobby with pitched roof
18 Harbord Road, Overstrand, Cromer, NR27 0PN

Members agreed that they had **no objection** to either of the planning applications.

8.2 To report on planning decisions

PF/17/1574 Change of use of detached family garden room to use as bed and breakfast accommodation (retrospective)
20 Pauls Lane, Overstrand, Cromer, NR27 0PE

Approved

9. Finance

- 9.1 Members agreed the payments and receipts for November 2017
- 9.2 Members agreed and accepted the bank reconciliation up to 30 November 2017
- 9.3 Members agreed the budget for the financial year 2018/2019 and resolved not to increase the Parish Precept from £29,000.
- 9.4 The Parish Precept was completed for £29,000 and duly signed by the Chairman and the Clerk.
- 9.5 Members resolved to appoint Douglas Harrow as the Internal Auditor for another year and agreed that Cllr Hastings would assist Cllr Bennett to carry out spot checks of the accounts.

10. General Purpose and Amenities

10.1 To receive reports from Members on sub-committees

- *Parish Hall* – There was nothing to report
- *Allotments* – Cllr Partridge informed Members that an informal meeting had been held with the land owner of the road leading to the allotments in order to have an informal discussion regarding the state of the road and repairs that are required. No decisions were made (see Agenda Item 15).
- *Web/Publicity* – Cllr Page reported that there had been 717 users on the website for the last month with 347 of those being new users and 370 returning to the site. 39% visited the site using tablets, 38% via laptops/desktops and 23% via mobiles. Members agreed to purchase extra disk space for the website in the next financial year at a cost of £60 each year. It was felt that this would allow the website to accommodate the neighbourhood plan, once completed.
- *Events/Entertainment* – All agreed that the Firework event was a great success. Cllr Partridge reported that even though the Risk Assessment was adhered to and HSE and Industry Guidelines followed there was a minor incident due to sudden wind change where a small amount of debris fell in the crowd. There was no report of any injuries. It was agreed that appropriate signage would be put up next year. Members agreed to consider for next year either another 2 beacons or a fire box/pit. Cllr Partridge offered to donate the materials for a fire box/pit if this is what is agreed. Cllr Debbage raised concerns regarding the lack of help to clear up on the following day and it was agreed this would be looked into for next year. Cllr Bennett reported that the transporting of the donations needs to be considered in the risk assessment for future events. Members thanked Kingswood for supplying first aiders, the Millennium Group for providing refreshments and Mr S Debbage, Mr J Aylward and Mr J Brown for their assistance in lighting the fireworks and Mrs G Partridge for her help with the event.
- *Street Lighting* – Members agreed to retain the working group until contracts have been drawn and then reconsider if the working group is still required.

11. Represented Groups

- 11.1 Cllr Partridge reported on the Coastal Forum meeting (see attached).
Cllr Partridge reported on the North Norfolk Parish and Town Council Forum meeting (see attached).
Cllr Partridge reported on the Campaign for the Protection of Rural England meeting (see attached)

12. Highways

- 12.1 Members discussed the possible installation of a pond to prevent the flooding onto Cromer Road. It was agreed that due to the proposed location of the pond being in Northrepps, that a meeting should be arranged with Members of Northrepps Parish Council in order to discuss. In addition the Clerk was asked to write to the landowner to find out if he is willing to make any contribution towards the cost of the project.

12.2 Cllr Bennett reported that Highways have altered the new footpath twice in order to re-widen the highway on Cromer Road and also reported that he had been told that Highways have also agreed that the kerbing by the garage will be raised and double yellow lines put on the road.

13. Street Lights

13.1 Members agreed the quotation from TT Jones to supply and install a Venture LED lantern to Clifton Way O/S 8 for a cost of £428.52 + VAT.

13.2 Members agreed that a meeting is required with TT Jones in order to go through the finer details of the contract.

14. Churchyard

14.1 Following notification from Reverend Roper regarding the proposed withdrawal of the application to close the churchyard, Members agreed in principal to a S137 payment towards the maintenance of the burial ground. To be discussed at the next meeting.

15. Allotments

15.1 Following much discussion regarding the allotment rents and possible contributions towards the maintenance of the access road, it was agreed that the Clerk should research legislation in respect of this and discuss this further at the next Full Council meeting. It was also agreed that the Clerk would look at the lease for the allotments and any peppercorn rents paid.

15.2 Members agreed to defer discussion on future management of the allotments following discussions in 15.1 of the agenda.

16. NNDC Concession Opportunities

16.1 Members agreed that a letter should be written to NNDC regarding this to find out how many concessions are likely to be considered for Pauls Lane car park. Cllr Stratton also suggested that NNDC include a clause in their future catering concession that they make concessionaire to do a litter pick at the end of each trading day and to supply their own litter bins which would be located next to their concessions. It was also suggested that Pauls Lane concessions could possibly include litter picking of the children's playground.

17. To Report any other business

There was no other business to report

18. Correspondence

An email had been received to say that Overstrand residents had donated £1,198.64 towards the British Legion collection and Mr Worthington would like to thank all who gave so generously. Council acknowledged the hard work and support of those who do the collecting etc.

19. Date of Next Meeting

The date of the next meeting of the Parish Council will be held on Wednesday 3 January 2018 in the Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 9.30pm.

CHAIRMAN:

DATE:

DISTRICT COUNCILLOR'S REPORT
December 2017

At this week's Cabinet Meeting to which I went as an observer, several important and expensive issues were discussed. The first was the Council's response to the Vattenfall Norfolk Vanguard wind farm proposal to come ashore near Cart Gap with cables crossing through the district towards the boundary with Broadland District Council near Aylsham. There is considerable opposition from the residents to this proposal as it stands and no less than thirteen members of the public spoke. The Council's response is a good one, but I felt it vital to support some of the residents' concerns and highlighted the following points as requiring further emphasis:

- The need for the electricity supply to be DC
- The replacement of hedgerows and trees
- Further impact survey to wildlife disturbance especially the foraging route of the barbastelle bats roosting at Paston Barn
- The disturbance and possible lasting damage to arable land.
- The vital impact assessment to coastal processes
- Comprehensive de-commissioning and that desk top exercises simply were not good enough.

The next item covered capital investment together with grant funding from Sport England, in the replacing of The Sheringham Splash which will involve selling some of the land for a hotel chain. The wave machine and flume will go and be replaced by a six lane swimming pool, fitness suite, etc.

Investment is also to be made in a Sports Hub in conjunction with Cromer Lawn Tennis Club. Additional funding has been awarded from the Lawn Tennis Association.

Finally a loan has been granted to Sutton Mill for refurbishment.

I was appointed to both the Development Committee and The Planning Policy and Built Heritage Working Group at the November Full Council together as a Substitute to The Governance, Risk and Audit Committee.

There are quite a few Planning Applications in the system at present and I would especially welcome your comments on these.

May I wish you all a very Happy Christmas and all you would wish for in 2018.

Cllr Angie Fitch-Tillett
Poppyland Ward

COUNTY COUNCILLOR'S REPORT
December 2017

First and most importantly, I'd like to wish everyone Happy Christmas and all good wishes for 2018.

I can't believe that it is already six months since I was elected to the County Council. I can genuinely say that working with Parish Councils has been one of the greatest pleasures of the job – the work you do for your communities is hugely impressive. I am sorry that the demands of my "day job" mean that I have had to miss a number of Parish Council meetings towards the end of this year. Hopefully I will be able to put that right early in 2018, but do get in touch with me if there is ever anything I can do to help.

HIGHWAYS IN WINTER

Highways issues continue to make up the larger part of my post-bag. You might have seen that the County Council is planning to cut the number of roads it grits in the winter. This is what they say: *We are proposing to reduce the number of roads that we grit in order to save £200,000. We currently grit 34% of the road network and we are proposing to reduce this to 30% of roads. We would achieve this by carrying out an in-depth assessment of the road network in Norfolk in order to re-prioritise which roads should be gritted. There would continue to be a gritted route into each town and village currently in receipt of one.*

If you want to make your voice heard over these proposals you can contribute to the formal consultation here: <https://norfolk.citizenspace.com/consultation/gritting/>

A colleague of mine has used part of her £6,000 pot of funding for local Highways projects to buy additional grit bins for Parish Councils. If there are sites in the Parish that need a bin, do let me know.

BUSES

The County Council is also looking to reduce the money it spends on supporting bus services. Here is what they say: *We are proposing to carry out a review of the money we give to bus companies to subsidise bus routes and the grants we give to community transport operators, with a view to saving £0.5 million in 2018/19. We want to look at whether we could get better value for money without there being a noticeable impact on passengers. However, it is likely that we would need to prioritise which services we continue to support in order to save some of this money.*

You can make your contribution to the public consultation here:
<https://norfolk.citizenspace.com/consultation/bussubsidy/>

POLICE FUNDING

Not wanting to be left out, the Police and Crime Commissioner's office has also launched a consultation on budget. You can find more details and have your say here: <http://www.norfolk-pcc.gov.uk/news/would-you-pay-more-council-tax-for-policing-in-norfolk/>

MOBILE PHONE RECEPTION

One of my Lib Dem colleagues on the County Council has been running a project for about a year, looking at ways to improve mobile phone coverage in areas of Norfolk that are poorly served by the networks.

He tells me that recently the project has taken an interesting step forward. The County Council will soon be commissioning a survey of signal on all networks across Norfolk but only on main roads, B roads and tourist spots. The Council has agreed to include in the terms of the tender that the winning provider supplies kits to communities to help fill in the gaps. For the gaps that still remain, we will recommend the variety of ideas that continue to come in for alternative small-cell sites.

When further information about this project becomes available I will share it with you.

CROMER AND NORTH WALSHAM

Representing 12 parishes between the towns of Cromer and North Walsham I am very aware of how what goes on in the towns affects everyone in Mundesley Division. In a previous report I highlighted the County Council's market town transport review. Now I just wanted to alert you to the towns' own initiatives. Neighbouring parishes will already have been notified of the meeting organised by NALC for the "Greater Cromer Area" to look at housing and a local plan. This will be held at the Community Centre on Garden Street in Cromer at 7pm on 12th December. North Walsham meanwhile is developing a town strategy. You can find details here, hopefully with details of the workshop to be added soon: <http://northwalsham-town.co.uk/town-strategy-results-2017/>

Ed Maxfield, December 2017
edward.maxfield@north.gov.uk
07449 706215
www.edmaxfield.org.uk

Report on Coastal Forum December 2017

This meeting largely consisted of updates in the following projects or areas:

Vattenfell windfarms – the Vanguard 1 & 2 are under development and Boreas should commence development within 2 years. Together they will meet about 10% of current domestic electricity demand. The windfarms will connect to the National Grid at Necton (near Dereham), and final consultation is about to conclude on the final cable route and whether the distribution will be AC or DC (affects number of cables and sub-stations needed). Cable route runs to the south of Overstrand.

Broadland Futures – Environment Agency led project to manage flood risk in the Broads, integrated with flood control measures in Gt Yarmouth and along Eccles to Winterton coast. Economic benefit from project between £900M and £1200M at a lifetime cost of £500M.

Trimmingham village hall – construction well underway. Land purchased through Pathfinder and build funded through Lottery, Geoffrey Watling Trust, Sheringham Shoal and Big Society funding.

Coastal management – update on projects but no work along Overstrand frontage recently

Coastguard – some reorganisation of local teams but no reduction in operational capability.

Gordon Partridge
December 2017

Report from North Norfolk Town and Parish Forum **27/11/2017**

Concerns had been raised from some Authorities as to the exact status of the Forum and the role of the executive and also the relationship with NNDC.

It was agreed to draw up terms of reference to clarify matters.

Following the adoption of the motion on second homes council tax at the Norfolk Association of Local Council's AGM the Forum had been asked to design a survey to be sent to all Town and Parish Councils nationally - (*now done*). Wells-Next-The-Sea Town Council circulated a letter they had sent to Norman Lamb MP concerning the issue of second homes.

There was an update on replies to a question sent to member Councils about issues with NNDC and most expressed problems with the grounds maintenance contract through Kier (although not necessarily with the contractors).

Notice was given that a meeting had been arranged with NNDC in January.

Minutes and further information from the meeting will be circulated in due course.

Gordon Partridge
November 2017

Report on CPRE Norfolk Branch
Meeting 7th November 2017

I attended the meeting of the Norfolk Branch of the Campaign for the Protection of Rural England at North Walsham on 7th November.

The only item was a presentation on their current campaign to change the law to require developers to increase the speed at which sites with existing planning permissions are brought forward and developed.

The problem is that currently once a site has planning permission development is generally only required to begin within 5 years. Planning Authorities are required to have a 5-year forward planning provision for sufficient housing to meet the projected demand as identified through the local Strategic Housing Market Demand Assessment.

Most Planning Authorities have met this requirement but because development is not always undertaken in a timely manner developers can continue to seek planning permission on further sites as there continues to be unmet housing need.

CPRE is seeking to bring about a change in policy to require a far more speedy development process once planning permission is granted to avoid developers "banking" sites whilst gaining planning permission on further sites which might be more profitable for them. Clearly meeting housing demand would also be a beneficial effect as existing planning permission would already have a known element of affordable housing.

CPRE are asking Authorities to sign up to the campaign which many in Norfolk have already done.

Post this meeting the Government announced a review to be headed by Oliver Lwtwin MP into this area of Planning Policy.

Gordon Partridge November 2017

Overstrand Parish Council – Payments and Receipts for November 2017

Date: November 2017							
V No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
Ex61	NNDC	Temporary WC	BACS	106.00	21.20	127.20	
Ex62	Eon	Street Light Energy	DD	108.61	5.43	114.04	
Ex63	G Partridge	Travelling Expenses - NorfolkALC AGM	C128	18.00	0.00	18.00	
Ex64	HMRC	PAYE	BACS	22.01	0.00	22.01	
Ex65	Norfolk Parish Training	Clerks' Networking	BACS	5.00	0.00	5.00	
Ex66	J White	Salary, Phone & Home Allowance	BACS	748.20	0.00	748.20	
Ex67	A Dean	Parish Hall Cleaning - November	C129	65.00	0.00	65.00	
PC17	Wilko	Parish Hall Handwash & Dishcloths	Cash	3.08	0.62	3.70	
PC18	Post Office	12 x 2nd Class Stamps	Cash	6.72	0.00	6.72	
In36	HMRC	VAT Reclaim	BACS				482.28
In37	Various	Firework Donations	BS71				1,250.56
TOTALS				1,082.62	27.25	1,109.87	1,732.84

Signed:

Date:

OVERSTRAND PARISH COUNCIL
BANK RECONCILIATION
30-Nov-17

BANK STATEMENTS

Bank balances as at 30 November 2017		
Deposit Account	£0.00	
Treasurer's Account	£40,091.52	
Shoreline Management Account	£3,963.89	
Total cash in bank at 30 November 2017		£44,055.41
(a cumulative total of all balances listed above)		
Less unpaid/uncleared invoices at 30 November 2017	-£153.00	£43,902.41
Chq127 - A Dean - Parish Hall Cleaning (£65.00)		
Chq128 - G Partridge - Travelling Expenses (£18.00)		
BACS - Norfolk Parish Training - Networking (£5.00)		
Chq129 - A Dean - Parish Hall Cleaning (£65.00)		
Add unbanked cash at 30 November 2017	£52.46	£43,954.87
Net balance as at 30 November 2017		£43,954.87

CASH BOOK

Cash book opening balance at 1 April 2017		£24,709.11
Add receipts during the year	£40,844.65	£65,553.76
Less payments during the year	-£21,598.89	£43,954.87
Cash book closing balance		£43,954.87