

OVERSTRAND PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 6 JUNE 2018 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, J Pelton, R Smith

Members of Public: - 7

Clerk: Mrs June White

1. Apologies for Absence

There were no apologies for absence

2. Members' Declaration of Interest and Requests for Dispensation

Cllrs Bennett and Partridge declared an interest in item 10.1 Allotments and were given a dispensation to speak. Cllr Stratton declared an interest in items 8.1 and 9.1 on the agenda and did not speak or vote on either of these agenda items.

3. Minutes of Previous Meetings

3.1 Members agreed the Minutes of the Full Council Meeting, held on Wednesday 2 May 2018 and they were duly signed by the Chairman.

4. Chairman's Announcements

The Chairman had no announcements to make.

5. County & District Councillor Reports

District Cllr A Fitch-Tillett sent her apologies and the Clerk read her report as follows:

- Most of the last month has been taken up with Planning of one sort or another. I was very pleased to be joined by representatives of both Northrepps and Overstrand Parish Councils on the site visits looking at potential development sites for Cromer, Sheringham, Holt and Wells. I hope these Parish Councillors were able to realise the methodology of the possible selection process and will share this with each of their Councils.
- Recently we have been through the same process at North Walsham and soon we will move on to looking at potential employment sites.
- I chaired a very lengthy and spirited Development Committee – the first time I have had a room full of banner waving public.
- I spent a whole day at the RFCC Annual Review – the first time this has been held. I attempted to encourage members of our Coastal Forum to come as the knowledge input was invaluable to coastal dwellers. Perhaps next year!
- Two trips to our wonderful pier pavilion last month, the first for the launch concert of The Crab and Lobster Festival quite brilliant as always and then more recently, to the outstanding performance of Sister Act. I am relieved that so far, none of the so called improvements to our pavilion have taken place. I did not go down to the Antique Roadshow visit – I listened to the live broadcast on Radio Norfolk instead. I just can't believe how lucky we were with the weather, bearing in mind how dreary it has been for what seems like for ever.
- I am getting quite a lot of lobbying from all over the District in respect of planning applications probably the area of the Council's responsibilities that is most visible AND contentious.
- At the Council's AGM last week Cllr John Lee was re-appointed Leader, Cllr Richard Price Deputy Leader, Cllr Nick Coppack Chairman and Cllr Brian Hannah Deputy Chairman.
- I have had to decide on two applications in Overstrand, I agreed that the Cedar Lodge Application on Harbord Road should be allowed despite an objection from a neighbour as there was no legitimate planning reason for it to be refused. I also had a discussion with officers in respect of the Overstrand Court Application and we agreed that it should be refused and a new and better designed application should be invited. There were several officer objections in addition to poor design, the loss of trees and the entrance being in the Coastal Erosion Zone to mention just two.

County Cllr E Maxfield reported the following:

- Andrew Proctor has been elected as the new leader of Norfolk County Council
- County Council are revisiting some of the previous decisions made to see if they need to be changed e.g. paying at recycling centres
- Most of the highways issues reported have now been resolved.

6. Police Report

The Clerk reported the Overstrand crime figures for April 2018, taken from the Police website as follows:

There were no crimes in Overstrand for April 2018

7. Public Participation Time

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

- Members of the public spoke regarding item 8.1 on the agenda raising their concerns to Council.
- A member of the public thanked the Clerk for item 12 on the agenda

The Chairman re-opened the meeting.

8. Planning

8.1 To consider the following planning application:

PF/18/0825 6 Thurst Road, Overstrand, Cromer, NR27 0PR
Demolition of existing conservatory, erection of part single and part two storey wrap around extension to side and rear, proposed front porch, 2 no. conservation roof lights on front elevation and installation of solar panels to side/rear roofslopes.

Members resolved to **object** to this planning application because it will alter the street scape, it is in a conservation area, it is an overlarge development that will have an overbearing appearance and it will lose its distinction of character of the existing house.

8.2 To report on planning decisions:

PF/18/0097 22 High Street, Overstrand, Cromer, NR27 0AB
Re-facing of front elevation with brick and flint facing and replacement windows

Approved

PF/18/0479 21 Cromer Road, Overstrand, Cromer, NR27 0NT
Part demolition of west end of existing dwelling, erection of single storey side extension and detached garage

Approved

8.3 To report on local plan party site visit (see attached)

9. Finance

9.1 Members agreed the payments and receipts for May 2018

9.2 Members accepted the bank reconciliation up to 31 May 2018

10. General Purpose and Amenities

10.1 To receive reports from Members on subcommittees

- *Parish Hall* – There was nothing to report

- *Allotments* – The Clerk informed Members that a site inspection had been carried out with the following actions:

Plot 51 - The tenants from plots 49 and 50 have done a marvellous job of clearing the growth from plot 51. As agreed with them before they started clearing, they can cultivate the plot, however, there is still a large amount of debris to be cleared for safety. It was agreed that the Clerk would contact the tenants to ask them to separate out what they would like to keep on the plot. The bottom section will remain fenced off and the debris from the plot will be stored in the fenced off area. The debris will be moved to the fenced off area by the subcommittee. The Clerk will also invite the tenants to help if they wish. The tenants will be requested not to enter the fenced off area once the debris has all been removed from the useable plot. The Clerk will contact the land owner to find out if it will be possible to bring a skip down from Madam's Lane to the side of Plot 51 once the farm land has been harvested. It was agreed that due to the extremely hard work the tenants have done to clear the plot, they will not need to pay rent for this year or next year on Plot 51.

Plot 40A - A final warning letter is to be sent to the tenant, as no cultivation has occurred. The giant hogweed must be removed, as well as the grass before it seeds.

Plots 34, 30B & 12 - Improvement notices to be sent to the tenants, as there has not been any cultivation and the giant hogweed needs to be controlled

Speeding – Cllr Bennett requested that the speed limit for vehicles using the access be highlighted in bold and capital letters in the next rental letter, as some plot owners are still not adhering to the limit.

Plan – Cllr Begley requested that the plan of the allotments is updated.

Grants – Cllr Begley asked the Clerk if she could find out if there were any grants available for improvement to the allotments.

- *Web/Publicity* – Cllr Page reported that google analytics had shown that there had been 741 visitors to the website over the last month with 656 of them being new users. 50% of the visitors used desktops to visit the site, 24% tablets and 26% mobiles.
- *Events/Entertainment* – There was nothing to report
- *Street Lighting* – The Clerk reported that TT Jones have asked UKPN to rectify the fault of low voltage to the street light in Pauls Lane and that the street light on High Street opposite the shop has been repaired.

- 10.2 Members resolved to pay a third of the cost of the seasonal WCs for the Overstrand promenade with NNDC paying the remaining two thirds. The total cost of hire including VAT is £480.86.
- 10.3 The Clerk reported that the telephone kiosk on Grange Gorman, Coast Road has now been disconnected. Members agreed that the sub-committee should meet to consider options for the use of the kiosk.
- 10.4 The Clerk reported that the Community Payback Scheme were unable to offer assistance to refurbish OPC assets until late August, beginning of September. Members agreed that the Clerk could acquire quotations to paint the information points and ask Community Payback to pencil OPC in for the end of August to refurbish the other assets.
- 10.5 Members agreed that the village sign could be refurbished by a member of the public and at a maximum cost of £50.
- 10.6 The Clerk reported that she had received a number of emails regarding the litter bin on Coast Road/Mundesley Road from a resident complaining about the siting of the bin and the smell from the dog mess. Cllr Partridge said he had visited the site on numerous occasions and there did not appear to be a problem. Council noted the complaint.

11. Represented Groups

- 11.1 There was nothing to report on the Coastal Forum.
- 11.2 There was nothing to report on the North Norfolk Parish and Town Council Forum

12. Draft Minutes

- 12.1 Members resolved to post draft minutes on the website. However, the minutes must clearly state that they are draft only and not the final approved minutes.

13. Merchant Navy Day

- 13.1 Members agreed to fly the Red Ensign on Merchant Navy Day, 3rd September 2018.

14. Village Fair

- 14.1 The Clerk agreed to set up the stall at the village fair for 11.00am. Cllrs Hasting, Page and Partridge agreed to do 2 hours each manning the stall.
- 14.2 It was agreed to include DVDs, Postcards, Walks, Councillor vacancies, neighbourhood plan results (with the agreement of the Steering Group), Council adverts for the website, parish hall and flag flying and an update on Community Resilience.

15. To Report any other business

- The Clerk reported that there was no need to have a cross shredder to shred documents in respect of the General Data Protection Regulations.
- Cllr Stratton suggested that it would be nice to do a photo for Norfolk Day showing represented groups in the village.
- Cllr Bennett reported that the Churchyard War Memorial has received status as Grade II listing

16. Date of Next Meeting

The date of the next meeting of the Parish Council will be held on Wednesday 4 July 2018 in the Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 8.55pm.

CHAIRMAN:
06.06.18

DATE:
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OVERSTRAND PARISH COUNCIL
BANK RECONCILIATION
31-May-18

BANK STATEMENTS

Bank balances as at 31 May 2018		
Deposit Account	£25,000.00	
Treasurer's Account	£20,916.84	
Shoreline Management Account	£3,963.89	
Total cash in bank at 31 May 2018		£49,880.73
(a cumulative total of all balances listed above)		
Less uncleared invoices at 31 May 2018	-£520.00	£49,360.73
BACS - Norfolk Parish Training - GDPR Cllr Begley (£35.00)		
BACS - CTIS - Neighbourhood Plan Questionnaires (£420.00)		
C139 - Cleaner - Parish Hall Cleaning May (£65.00)		
Add unbanked cash at 31 May 2018	£21.04	£49,381.77
Net balance as at 31 May 2018		£49,381.77

CASH BOOK

Cash book opening balance at 1 April 2018		£38,731.00
Add receipts during the year	£15,235.00	£53,966.00
Less payments during the year	-£4,584.23	£49,381.77
Cash book closing balance		£49,381.77

Overstrand Parish Council – Payments and Receipts for May 2018

Date: May 2018							
V No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
Ex10	Norfolk Parish Training	GDPR Training - Cllr Begley	BACS	35.00	0.00	35.00	
Ex11	CTIS	Neighbourhood Plan Questionnaires	BACS	350.00	70.00	420.00	
Ex12	J White	Salary, Phone & Home Allowance (April)	BACS	760.77	0.00	760.77	
Ex13	Norfolk ALC	Annual Subscription	BACS	202.49	0.00	202.49	
Ex14	Zurich	Insurance	BACS	864.20	0.00	864.20	
Ex15	EON	Street Light Energy	DD	115.62	5.78	121.40	
Ex16	Post Office	24 x 2nd Class Stamps	DC	13.92	0.00	13.92	
Ex17	J White	Salary, Phone & Home Allowance (May)	BACS	783.17	0.00	783.17	
Ex18	Cleaner	Parish Hall Cleaning - May	C139	65.00	0.00	65.00	
Pc1	Wilko	Parish Hall Swing Bin Liners	Cash	1.42	0.28	1.70	
In2	White Horse Players	Parish Hall Rent	BS78				40.00
In3	SLCC	Clerk Training Bursery	BS79				30.00
In4	Various	Parish Hall Rents	BS79				240.00
TOTALS				3,191.59	76.06	3,267.65	310.00

Signed:

Date: