

## OVERSTRAND PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 3 OCTOBER 2018 IN THE PARISH HALL

**Present:** Cllr B Stratton (Chairman)  
Cllrs J Begley, A Debbage, A Page, J Pelton and R Saunders

**Members of Public:** - 3

**Clerk:** Mrs June White

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**1. Apologies for Absence**

Cllrs V Hastings and R Smith sent their apologies (ill health) and Cllr Partridge sent his apologies (on holiday)

**2. Members' Declaration of Interest and Requests for Dispensation**

Cllr Stratton declared an interest in items 9.1 and 11.4 on the agenda.

**3. Minutes of Previous Meetings**

3.1 Members agreed the Minutes of the Full Council Meeting, held on Wednesday 5 September 2018 and they were duly signed by the Chairman.

3.2 Members resolved to accept the Minutes of the Planning Committee Meeting held on Thursday 20 September 2018.

**4. Co-option**

4.1 Members resolved to co-opt Mr Raymond Saunders on to the Council, filling one of the casual vacancies. The Chairman invited and welcomed Mr Saunders to join Council. Mr Saunders accepted the invitation and duly signed his Declaration of Acceptance of Office.

**5. Chairman's Announcements**

The Chairman announced that Tim Bennett has resigned from Council.

**6. County & District Councillor Reports**

District Cllr A Fitch-Tillett reported the following:

- Our new Head of Planning, Philip Rowson, has settled in and is showing his effectiveness already. He has chosen to rent a property in Poppyland for the time being which shows what a sensible person he is!
- My month has had a high concentration of planning meetings, briefings and presentations. One of the most useful was a presentation by The Norfolk Coast Partnership, to planning officers and Committee Members on our legal duty as a Local Planning Authority, to protect and enhance the Norfolk Coast Area of Outstanding Natural Beauty. Of course all of Poppyland is in this area so if residents are not sure of the implications, I would suggest that they take a look at the website which is as the title.
- I did support the call in to Scrutiny, the proposal to use up to £6M of reserves, to construct commercial premises at Egmere Industrial Estate when there is only one company showing interest. This was unanimously objected to by both scrutiny, and full council by majority, with the recommendation for cabinet to have the business case reviewed by an independent auditor. Cabinet turned this down by majority, which may well have far reaching consequences!
- Something else I have been pressing for finally took place. Members were given a presentation from The Association of Drainage Authorities immediately before Full Council last week. I have been a member of the Broads Internal Drainage Board for well over ten years and have become increasingly frustrated at the lack of understanding by many Councillors, both from the front and back bench. Regrettably, like the AONB Partnership, they are not statutory consultees for Planning Applications, but committees ignore land drainage issues at their peril, especially as Norfolk has more water than any other county!
- I have heard from the Planning Inspectorate that the appeal to extend the hours of use of the White Horse Play Equipment has been allowed.
- I am watching closely the applications to extend a property in Thurst Road and also to alter some conditions at Northrepps Aerodrome.
- We had a very productive meeting with Environmental Services who had received a noise complaint in respect of The Foundry Arms.
- I am going on holiday of Friday and shall be back ready for work on Monday 22<sup>nd</sup> October. Cllr Nick Coppack will be happy to deal with any queries or complaints whilst I am away. His contact details can be found on the NNDC Website.

County Cllr E Maxfield reported the following:

- Council finances - Life at County Hall is still dominated by debates about spending cuts. I have reported previously that the election of a new Council leader in June did appear to result in the administration reviewing previous decisions about cuts to services. It is only fair to report that some of the savings have been shunted further back in time which will slightly lessen the pain but overall the substantial decisions remain unchanged.
- DIY Waste Charges - So, we are stuck with charges for the disposal of DIY waste at recycling centres. Many people remain concerned that this will lead to more fly-tipping. Fly tipping needs to be reported to North Norfolk DISTRICT Council but if you are concerned about increased fly tipping in the village please let me know the details too as we can use this to make the argument for the charges to be removed.
- Mobile library services - Planned cuts to the mobile library service are also due to go ahead. If you would like to support the campaign against the reduction in the mobile library service, there's a petition online here: <https://www.change.org/p/norfolk-county-council-save-our-mobile-libraries>
- Children's Centre Services - Proposals to close 46 of the 53 Children's Centres across the county hit the headlines recently. In North Norfolk, the only Centre to survive would be in Holt (centres in Mundesley, Cromer and North Walsham would close). Earlier in the year the council voted to halve the budget for Children's Centre Services (from £10m a year to £5m) so it is not surprising that closures follow. No one predicted the scale of the closures, though, and a vocal campaign is developing to get the Council to change its mind. You can have your say on the future of the service by taking part in the consultation. Details online here: <https://norfolk.citizenspace.com/consultation/childrenscentres-2/>
- Digital Exclusion - The Digital Innovation and Efficiency Committee has agreed a Digital Inclusion Strategy. The strategy's aim is that:  
*"Every Norfolk resident has ability to take full advantage of the opportunities and benefits of accessing online services and harnessing internet technology."*  
The strategy will be:
  - Prioritise activity that will have the highest impact, both for individual outcomes and Norfolk County Council cost avoidance
  - Improve communication and coordination of activities related to digital inclusion
  - Focus on initiatives that will reduce barriers to digital exclusion by harnessing the motivations of digitally excluded individuals
  - Work with partner organisations, both public and private sector, to agree local priorities and maximise impactIn order to better understand digital exclusion at a neighbourhood level and prioritise activity, a 'heat map' has been produced to identify areas at higher risk of being digitally excluded. You can find the map here: <https://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/digital-inclusion-strategy/digital-exclusion-map> Most of Mundesley County Division is marked as most at risk. If you have any suggestions for work that could form part of the strategy, please do let me know.

## 7. Police Report

The Clerk informed Members that no crimes had been reported for Overstrand in July 2018.

## 8. Public Participation Time

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

- One member of the public spoke regarding 9.1 on the agenda and Cllr Stratton spoke as a member of the public on the same agenda item.

The Chairman re-opened the meeting.

## 9. Planning

9.1 To consider the following planning application:

PF/18/1531 Demolition of existing conservatory and erection of two storey side and rear extensions, single storey rear extension and front porch  
6 Thurst Road, Overstrand, Cromer, NR27 0PR

Members resolved to **object** this planning application on the same grounds as before. Cllr Stratton did not speak or vote on this item. District Cllr Fitch-Tillett stated that she would be taking this to NNDC Planning Committee and Members resolved that Cllr Saunders would represent Council at the meeting in November with the objections.

9.2 To report on planning decisions:

PF/18/1306 Demolition and erection of replacement single storey rear extension  
5 The Londs, Overstrand, Cromer, NR27 0PW

**Approved**

PF/18/1377 Erection of single storey front and rear extensions  
5 Pauls Lane, Overstrand, Cromer, NR27 0PE

**Approved**

PF/18/1330 Erection of two storey dwelling  
Land at Arden House, 5 Arden Close, Overstrand, NR27 0PH

**Refused**

PF/17/0222 Formation of children's play area and erection of play equipment to rear of public house  
White Horse, 34 High Street, Overstrand, Cromer, NR27 0AB

**Appeal Allowed**

PF/18/1128 Siting a 2-bay portakabin building to provide additional teaching, meeting and office space  
Overstrand Belfry School, 23 Cromer Road, Overstrand, NR27 0NT

**Approved**

**10. Finance**

10.1 Members agreed the payments and receipts for September 2018

10.2 Members accepted the bank reconciliation up to 30 September 2018

**11. General Purpose and Amenities**

11.1 To receive reports from Members on subcommittees

- *Parish Hall* – nothing to report.
- *Allotments* – see agenda item 11.2 and 11.3
- *Web/Publicity* – Cllr Page reported that there had been 748 session on the website over the last month which equates to 552 users and 486 of those being new users. 47.5% of the visitors used desktops to visit the site, 29.2% tablets and 23.4% mobiles.
- *Events/Entertainment* – nothing to report

11.2 Members agreed that the allotment brush cutter/trimmer could be serviced or replaced, whichever was the cheaper.

11.3 Members agreed to pay £35 for the B&B for the allotment social meeting speaker.

11.4 Members resolved to accept the quote from CTIS to provide number and contact detail stickers for the lamp posts at a cost of £2.50 each for standard lamp posts and £5.00 each wooden poles. The stickers will be fitted by CTIS. Cllr Stratton did not speak or vote on this item.

11.5 The Clerk reported that the street light in High Street Col.1 had had a replacement lamp fitted.

11.6 Members resolved to have a new LED lantern fitted to the street light on the corner of Thurst Road at a cost of £309.00 plus VAT.

**12. Represented Groups**

12.1 There was nothing to report in respect of the North Norfolk Coastal Forum:

12.2 There was nothing to report in respect of the North Norfolk Parish and Town Council Forum.

**13. Centenary of WW1 Armistice**

13.1 Members agreed to sow the Flanders Poppy Seeds received from NNDC on the slope going down towards the beach near the car park in spring. Cllr Stratton also reported that Tim Bennett had arranged for a trumpeter to play the last post at the beacon lighting ceremony and that the soldier silhouette had been completed. Cllr Stratton asked the Clerk to contact Cllr Partridge to find out the final details of the event so that posters could be produced.

**14. Council Representatives**

14.1 Members agreed that Cllr Pelton and the Clerk would represent Council at the North Norfolk Local Plan Update Event.

14.2 Members agreed that the Clerk would ask Cllr Partridge to represent Council at the Cromer Shoal Chalk Bed Marine Conservation Zone workshop on 18 October at 6.30pm

14.3 Members agreed that Cllr Saunders would represent the Council along with the Chairman and Clerk at a meeting with Sanders Coaches.

**15. Bus Shelters/Bus Stops**

15.1 The Clerk reported that the working group had met and it was agreed that there wasn't enough room on High Street to put a bus shelter at the bus stop. It was also agreed that the present shelter on the opposite side of the road was in a poor state of repair and needed replacing. The Clerk is looking for bus shelters with seating that are not too deep as a replacement and the options will go to the working group to discuss prior to being agreed at the next Council meeting.

15.2 The Clerk reported that a member of the public living near the bus stop had reported to the Police and Highways a person who was sitting on their windowsill and when asked to move allegedly became abusive. The complainant said that people sitting on her window sill is a regular occurrence and she would like something done about this. Members noted the complaint but were aware that this came under Highways, however would endeavour to look at this in the fullness of time.

**16. Parish Partnership Scheme**

16.1 Members resolved to apply under the Parish Partnership Scheme for a bus shelter to replace the old one on High Street.

**17. Firework Event**

17.1 The Clerk updated Council on the firework event. Cllr Stratton reported that the White Horse had kindly donated £100 for a firework and asked the Clerk to order this. Cllr Stratton also agreed to look into the progress of the fire pits.

**18. Annual Leave**

18.1 Members agreed that Cllr Partridge could cover emails etc., whilst the Clerk is on annual leave.

**19. To Report any other Business**

19.1 The Clerk informed Council that SSE were sending an engineer out on Friday at 9am to the Parish Hall to attach a gadget to the gas meter in order that the meter can be read remotely.

19.2 The Clerk informed members that Northrepps Film Society has requested a licence to show Tide and Time at Northrepps Village Hall on 6 December 2018. Members agreed to put this on the next agenda.

**20. Correspondence**

20.1 The Clerk had received an email from a member of the public suggesting that the village map be reproduced.

20.2 The Clerk read out a letter that Council had been copied into from a member of the public complaining about the Sanders Bus Service.

**19. Date of Next Meeting**

The date of the next meeting of the Parish Council will be held on Wednesday 7 November 2018 in the Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 9.25pm

CHAIRMAN: .....

DATE: .....

**OVERSTRAND PARISH COUNCIL**  
**BANK RECONCILIATION**  
**30-Sep-18**

**BANK STATEMENTS**

<b>Bank balances as at 30 September 2018</b>		
Deposit Account	£25,000.00	
Treasurer's Account	£31,128.31	
Shoreline Management Account	£3,963.89	
S106 Hopkins Homes	£62,217.79	
<b>Total cash in bank at 30 September 2018</b>		£122,309.99
(a cumulative total of all balances listed above)		
<b>Less uncleared invoices at 30 September 2018</b>	<b>-£448.28</b>	£121,861.71
BACS - X2 Connect - Pnone Box Paint (£154.80)		
BACS - J White - Travelling Expenses (£21.60)		
BACS - TT Jones - Maintenance & Repairs (£206.88)		
C145 - Cleaner - Parish Hall Cleaning August (£65.00)		
<b>Add unbanked cash at 30 September 2018</b>	£96.39	£121,958.10
<b>Net balance as at 30 September 2018</b>		<b>£121,958.10</b>

**CASH BOOK**

<b>Cash book opening balance at 1 April 2018</b>		£38,731.00
<b>Add receipts during the year</b>	£94,712.06	£133,443.06
<b>Less payments during the year</b>	<b>£11,484.96</b>	£121,958.10
<b>Cash book closing balance</b>		<b>£121,958.10</b>

Overstrand Parish Council – Payments and Receipts for September 2018

Date: September 2018							
V No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
Ex46	Asda	2 Packs Printer Paper	DC	5.00	1.00	6.00	
Ex47	HMRC	PAYE	BACS	10.58	0.00	10.58	
Ex48	X2 Connect Ltd	Phone Box Paint Kit	BACS	129.00	25.80	154.80	
Ex49	J White	Travelling Expenses - Take Minutes to Norwich	BACS	21.60	0.00	21.60	
Ex50	SSE	Parish Hall Electric & Gas	DD	75.33	3.75	79.08	
Ex51	W Reynolds	Allotment Land Peppercorn Rent	BACS	7.80	0.00	7.80	
Ex52	J White	Salary, Phone & Home Allowance	BACS	761.27	0.00	761.27	
Ex53	Cleaner	Parish Hall Cleaning - September	C145	65.00	0.00	65.00	
Ex54	TT Jones Electrical	Quarterly Maintenance & Repairs	BACS	172.40	34.48	206.88	
PC4	Kards & Bits	2019 Diary	Cash	2.92	0.58	3.50	
In11	Various	Walks & Postcards & Allotment Rent	BS82				25.00
In12	Various	Allotment Rents	BS82				75.00
In13	Various	Allotment Rents	BS83				35.00
In14	Various	Allotment Rents	BS83				75.00
In15	Parishioner	Flag Flying	BS83				5.00
In16	Various	Allotment Rents	BS84				55.00
In17	Mencap	Parish Hall Rent	BS84				20.00
In18	Screwfix	Smoke Alarm part refund	DC				4.00
In19	Various	Allotment Rents	BS85				60.00
In20	Various	Info Point Adverts & PH Rent	BS85				390.00
In21	NNDC	Precept & Grant	BACS				14,925.00
In22	Various	Allotment Rents & Parish Hall Rent	BS86				245.00
In23	Various	Allotment Rents	BS87				20.00
HH1	NNDC	S106 Hopkins Homes					62,217.79
<b>TOTALS</b>				<b>1,250.90</b>	<b>65.61</b>	<b>1,316.51</b>	<b>78,151.79</b>

Signed: .....

Date: .....