

OVERSTRAND PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 5 DECEMBER 2018 IN THE PARISH HALL

Present: Cllr B Stratton (Chairman), Cllr P Partridge (Vice-Chairman)
Cllrs J Begley, A Debbage, A Page, J Pelton and R Saunders, R Smith

Members of Public: - 3

Clerk: Mrs June White

1. Apologies for Absence

Cllr V Hastings (ill health)

2. Members' Declaration of Interest and Requests for Dispensation

Cllr Saunders declared an interest in item 10.1 on the agenda and did not vote on this item.

3. Minutes of Previous Meetings

3.1 Members agreed the Minutes of the Full Council Meeting, held on Wednesday 7 November 2018 and they were duly signed by the Chairman.

3.2 Members accepted the Minutes of the Finance Committee Meeting, held on Wednesday 14 November 2018.

4. Committees and Subcommittees

4.1 Members agreed that Cllr Saunders would become a member of the Planning Committee

4.2 Members agreed that Cllr Pelton would become a member of the Allotment Subcommittee

4.3 Members agreed to rename the Events Subcommittee the Events & Publicity Subcommittee

4.4 Members agreed that Cllr Saunders would become a member of the Events & Publicity Subcommittee

4.5 Members agreed to rename the Web Subcommittee to the Web & IT Subcommittee

5. Chairman's Announcements

The Chairman had nothing to report

6. County & District Councillor Reports

District Cllr A Fitch-Tillett reported the following:

- There has been more reorganisation at NNDC whereby we now have a new Leader – LibDem Cllr Sarah Butikofor. She has appointed a cross party Cabinet and appointed me back as portfolio holder for Coastal Management together with Health and Wellbeing.
- The December Cabinet approved the Sandscaping Scheme for the protection of the frontages of the Gas Terminal together with those of the villages of Bacton and Walcott. Also, approved was the artificial grass pitch at North Walsham, and the first award of the Market Towns Initiative.
- I attended the Big Society Awards Ceremony held at Sheringham Little Theatre.
- I have had a complaint about a damaged verge caused by contractor, and, on identifying who had engaged said contractor, advised that there was where the complaint should go for remedy.
- I was very pleased to see Overstrand residents at the recent Development Committee and thank them for speaking on behalf of residents.
- The current application for Northrepps Aerodrome to vary the conditions of their Planning Approval is to formalise that they are able to accommodate assistance to the Cromer Carnival air displays and nothing more.
- There is interest in some land at Gimingham Road, Trimmingham – currently leased by Norfolk County Council to a company providing outward bound experiences to young people. The lease is about to expire and County wish to sell the land to help plug their budget deficit. The Parish is considering engaging with a Community Housing Scheme.

County Cllr E Maxfield did not report at the meeting

7. Police Report

The Clerk reported that there had been 3 crimes reported for Overstrand in September as follows:

- 1 x public order on or near High Street – under investigation
- 2 x violence & sexual offence on or near High Street – one is under investigation and there was insufficient evidence to bring anyone to justice in respect of the second one.

The Clerk also informed Members that the police had notified her of a scam being reported in the area and that the information on this will be posted on the website.

8. Public Participation Time

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

Two members of the public spoke regarding item 9.1 on the agenda, PF/18/1789.

The Chairman reopened the meeting.

9. Planning

9.1 To consider the following planning application:

PF/18/1789 Continued use of land as airfield on a permanent basis. Variation of condition 2 (aerobatic operations) of planning permission PF/11/0232 to permit aircraft movements for the purpose of aerobatic operations which are not operated from the site
Northrepps Aerodrome, North Walsham Road, Northrepps, NR27 9LF

Members resolved to not to **object or comment** on this planning application.

PF/18/2180 Erection of single storey rear extension
7 Pauls Lane, Overstrand, Cromer, NR27 0PE

Members resolved to **support** this application.

9.2 To report on planning decisions:

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

Refused

10. Finance

- 10.1 Members agreed the payments and receipts for November 2018
- 10.2 Members accepted the bank reconciliation up to 30 November 2018
- 10.3 Members ratified the budget for year ending 31 March 2020
- 10.4 Members ratified the Parish Precept of £29,000 for 2019/20 and this was duly signed by the Chairman and Clerk.
- 10.5 Members agreed that Douglas Harrow could continue to carry out the Internal Audit of the Council for the next Financial Year.
- 10.6 Cllr Pelton reported that he had carried out a spot check of the internal controls and found everything to be satisfactory with no problems identified.

11. General Purpose and Amenities

11.1 To receive reports from Members on subcommittees

- *Parish Hall* – nothing to report.
- *Allotments* – The clerk reported that plot 42 had been re-let and that a working group of allotment tenants had lay the new planings on the track leading to the allotments.
- *Web/IT* – Cllr Page reported that there had been 856 sessions on the website over the last month made up of 635 users and 555 of those being new users. 54.7% of the visitors used desktops to visit the site, 20.5% tablets and 24.9% mobiles. There was a peak in usage for the Beacon Lighting ceremony and the Xmas Fayre.
- *Events/Publicity* – nothing to report

12. Represented Groups

12.1 Cllr Partridge attended the North Norfolk Coastal Forum on 13 November 2018 and reported that the following had been discussed:

- Marine Planning
- Environmental designations
- Update on coastal management including the sandscaping at Bacton

- 12.2 Cllr Partridge was unable to attend the North Norfolk Parish and Town Council Forum; however, he reported that an appeals letter had been sent to Chris Borg FSLCC, Policy and Development Manager, at Westminster in response to their letter received in respect of second home ownership and the ongoing problem for both the communities and locals councils in North Norfolk.
- 13. Centenary of WW1 Armistice**
13.1 Cllr partridge reported back that it had been a superb evening. Many Members reported that they had received positive feedback in respect of this event. Cllr Stratton thanked everyone who took part in this event to make it such a success.
- 14. Bus Shelter**
14.1 Members resolved to purchase the Ardun bus shelter from Queensbury Shelters Solutions Ltd at a cost of £4,257.00 excluding VAT. It was agreed to fit the shelter with toughened glass and to have seating half way across the shelter.
- 15. Information Point**
15.1 The Clerk reported that she was still waiting for some booking forms to be returned in respect of the advertising on the Information Points, which has meant that the work will now have to be carried out after the Christmas period.
- 16. Listening Posts**
Members resolved to take over the running of the 3 "Listening Posts" in the village following the dissolution of the old Belfry Arts Centre.
- 17. To Report any other Business**
17.1 The Clerk reported that the SSE contract for the Parish Hall electricity runs out on 1 January 2019. Due to the low usage there are not any suppliers that are cheaper than SSE; therefore, this will be renewed for 2 years with SSE.
- 18. Correspondence**
18.1 No correspondence had been received.
- 19. Date of Next Meeting**
The date of the next meeting of the Parish Council will be held on Wednesday 2 January 2018 in the Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 9.15pm

CHAIRMAN:

DATE:

Overstrand Parish Council – Payments and Receipts for November 2018

Date: November 2018							
V No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
Ex67	NNDC	Emptying of Dog Bins	BACS	514.80	102.96	617.76	
Ex68	NNDC	Promenade Temporary WC	BACS	135.70	27.14	162.84	
Ex69	Norfolk Parish Training	Cllr Induction Training	BACS	48.00	0.00	48.00	
Ex70	Middleton Aggregates	Allotment Track Planings	BACS	296.18	59.24	355.42	
Ex71	EON	Street Light Energy	DD	123.43	6.17	129.60	
Ex72	Travis Perkins	Plywood for Tommy Silouhette	BACS	57.63	11.53	69.16	
Ex73	K Hardware	2 x Mouse Traps	DC	9.40	1.88	11.28	
Ex74	Norfolk ALC	Challenging Conversations Training	BACS	60.00	12.00	72.00	
Ex75	NNDC	Parish Hall Waste Sacks	BACS	59.00	0.00	59.00	
Ex76	HMRC	PAYE	BACS	10.58	0.00	10.58	
Ex77	J White	Salary, Phone & Home Allowance	BACS	761.27	0.00	761.27	
Ex78	Cleaner	Parish Hall Cleaning	C147	65.00	0.00	65.00	
Ex79	Cllr Saunders	Induction Training Travelling Expenses	C148	39.60	0.00	39.60	
PC6	The Belfry Centre	Bugler for Beacon Lighting	Cash	50.00	0.00	50.00	
In32	Advertiser	Info Point Adverts	BACS				125.00
In33	Various	Firework Event Donations	BS91				420.00
In34	Various	Firework Event Donations	BS92				676.28
In35	Various	Info Point Adverts	BS93				250.00
In36	Various	Firework Event Donations	BS93				5.00
In37	Lloyds Bank	Interest	BACS				2.64
			TOTALS	2,230.59	220.92	2,451.51	1,478.92

Signed:

Date:

OVERSTRAND PARISH COUNCIL

BANK RECONCILIATION

30-Nov-18

BANK STATEMENTS

Bank balances as at 30 November 2018		
Deposit Account	£34,600.00	
Treasurer's Account	£20,367.09	
Shoreline Management Account	£3,963.89	
S106 Hopkins Homes	£62,217.79	
Total cash in bank at 30 November 2018		£121,148.77
(a cumulative total of all balances listed above)		
Less uncleared invoices at 30 November 2018	-£1,064.20	£120,084.57
BACS - NNDC - Dog Bin Emptying (£617.76)		
BACS - NNDC - Temporary WC (£162.84)		
BACS - Norfolk Parish T&S - Induction Training (£48.00)		
BACS - Norfolk ALC - Training (£72.00)		
BACS - NNDC - Parish Hall Waste Sacks (£59.00)		
C147 - Cleaner - Parish Hall Cleaning (£65.00)		
C148 - Cllr Saunders - Training Travelling Exp. (£39.60)		
Add unbanked cash at 30 November 2018	£11.39	£120,095.96
Net balance as at 30 November 2018		£120,095.96

CASH BOOK

Cash book opening balance at 1 April 2018		£38,731.00
Add receipts during the year	£97,863.27	£136,594.27
Less payments during the year	-£16,498.31	£120,095.96
Cash book closing balance		£120,095.96