

OVERSTRAND PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 3 SEPTEMBER 2025 IN THE PARISH HALL

Present: Cllr B Stratton (Chairman) and Cllr G Partridge (Vice Chairman)
Cllrs V Bond, A Debbage, A Fitch-Tillett, E Newcombe and R Smith.

Members of Public: - 2 **Minutes taken by:** Kelly Batterham

1. To receive Apologies for absence

All members were present.

2. Declarations of Interest and Requests for Dispensations

Cllr Fitch-Tillett declared an interest in item 8 as she sits on the Planning Committee at NNDC.

3. Minutes of Previous Meetings

3.1 Members agreed the Minutes of the Full Council meeting held on 6 August, which were duly signed by the Chairman.

4. Chairmans Report

The Chairman informed members Aubrey Bricklebank and Viv Hastings; two well respected former Councillors had sadly passed away and wished to extend the sympathies of the Parish Council to both families.

5. County & District Councillor Reports

District Councillor Fitch-Tillett had submitted a report – annexed hereto and added that the issue of the presence of Japanese Knotweed on the cliff above the promenade would be discussed by NNDC on 8th September.

6. Police Report

The Clerk reported that there had been two reported crimes in Overstrand during June 2025, one violence and sexual offence on Thurst Road and one public order offence in Clifton Way.

7. Public Participation Time

No-one wished to speak on this occasion.

8. Planning

8.1 Planning applications for consideration:

PF/25/1753 Alterations to attached garage with new pitched roof over to allow for conversion to living space, single storey extension to rear and addition of first floor over existing ground floor kitchen, new vehicular access to Cromer Road.
Reppside, 37 Cromer Road, Overstrand NR27 0NT

Members agreed to make no comment on this application.

8.2 To report on planning decisions made by North Norfolk District Council:

RV/25/1418 Single and two storey extension to workshop to provide vehicle/machinery storage bays and staff facilities; three bay raw material and workshop building; alterations to access to Overstrand Road, parking and circulation areas, without complying to condition 2 (approved plans) of planning permission PF/22/2020 to allow (1) minor changes to fenestration & doors and (2) Installation of solar panels
Royal Cromer Golf Club, 145 Overstrand Road, Cromer NR27 0JH

Approved

9. Finance

9.1 Members agreed and accepted the payments and receipts for August 2025.

9.2 Members considered and accepted the bank reconciliation up to 31 August 2025.

10. Activity Overview

10.1 Members discussed the status of Council Working Groups.

11. General Purposes and Amenities

11.1 Cllr Newcombe supplied the following website statistics for August 2025 which were relayed to the meeting: 806 users of which 65.1% were on mobile devices, 29.8% used desktops to visit the site and 5.1% used a tablet. The most popular pages for August were the Council home page (262 views), Dog Walking (147 views), What's On (132 views), Agendas and Minutes (128 views) and Our Village (107 views).

11.2 The Chairman ran through preparations for the Fireworks event due to take place on Saturday 8th November.

12. Remembrance Day

12.1 It was agreed to purchase a poppy wreath for no more than £25.00.

12.2 Members agreed for Cllr Partridge to lay the wreath on behalf of the Council.

13. Christmas Tree Display – St Martins Church

13.1 Members agreed to display a Christmas Tree at St Martins Church Display representing the Council.

14. Local Neighbourhood Plan

14.1 The Clerk informed members that the Chairman had resigned from the Neighbourhood Plan Steering Group. Following discussions Cllr Fitch-Tillett proposed formally agreeing that the Neighbourhood Plan Steering Group no longer exists; seconded by Cllr Partridge and agreed by the Council. A Neighbourhood Plan Working Group was subsequently set-up with the following members appointed: Cllrs Bond, Fitch-Tillett, Newcombe, Partridge and Stratton.

15. Represented Groups

15.1 No updates to report on this occasion.

16. To Report any other Business

17. Date of Next Meeting

The next meeting will be Full Council on Wednesday 1 October at 7.30pm.

There being no further business the Chairman closed the meeting at 8.22pm.

Chairman..... Date.....

DISTRICT COUNCILLOR'S REPORT

September 2025

Cabinet Approvals:

There has been no meeting of Cabinet since my last report.

Full Council Decisions:

There has been no meeting of Full Council since my last report.

Coastal Issues

There will be a Coastwise Workshop in Overstrand provisionally 25.09.25. Also, a questionnaire for Overstrand Residents is about to be circulated with a collection box at Overstrand Stores – grateful thanks to Mike.

Ward Issues:

The proposed footpath along the Parish Boundary between Northrepps and Overstrand is still causing great concern. NNDC Planners accept residents concern and have requested that Forest Park re-site the eastern section the southern side of the field – possibly even through the wood. I have yet to hear the applicant's response, if they are unwilling to work with the planners and the residents and the planners are minded to approve it, then I have advised the Planners that I shall call it into Committee for decision.

The other great concern is the proposed development to the rear of Pine Tree Farm in Northrepps. I have to report that due to a very strong objection from Norfolk County Highways, the applicants will have to amend their proposal and re-submit a new planning application. This will not come to Committee before the end of the year or even early in 2026. There will be a Public Meeting to discuss this on Tuesday 16th September, Northrepps Village Hall at 7pm.

Meetings and Events Attended:

Overstrand Parish Council
Development Committee

Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC

Overstrand Parish Council – Payments and Receipts for August 2025

Date: August 2025							
No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
EX052	NNDC	Litter and dog bin emptying 2025/6	EFT	1,677.00	335.40	2,012.40	
EX053	Community Heartbeat	Replacement defibrillator pads	EFT	136.50	27.30	163.80	
EX054	Octopus Energy	Parish Hall Gas and electric	DD	37.96	1.90	39.86	
EX055	Lloyds Bank	Service charges	DD	4.25	0.00	4.25	
EX056	NALC	Annual subscription	EFT	278.38	0.00	278.38	
EX057	HMRC	PAYE/NI - Aug '25	EFT	663.09	0.00	663.09	
EX058	Norfolk Pension Fund	Pension contributions - Aug '25	EFT	547.65	0.00	547.65	
EX059	Kelly Batterham	Clerk salary and WFH allowance	EFT	1,411.53	0.00	1,411.53	
EX060	Zen Internet	Parish Hall broadband and Clerks phone	DD	41.99	8.40	50.39	
EX061	Dynamic Fireworks	Fireworks for November Event	EFT	2,256.18	451.30	2,707.48	
INV09	Hirers	Parish Hall Hire	EFT				110.00
INV10	Hirers	Parish Hall Hire	Deposit 500180				285.00
INV11	HMRC	Vat refund	EFT				424.96
INV12	Various	Leaflets sold at Village Fair	Deposit 500182				3.25
HH05	Lloyds bank	Interest	EFT				37.89
TOTALS				7,054.53	824.30	7,878.83	861.10

OVERSTRAND PARISH COUNCIL
BANK RECONCILIATION
31-Aug-25

BANK STATEMENTS

Bank balances as at 31 August 2025		
Deposit Account	£34,600.00	
Treasurer's Account	£2,703.16	
Shoreline Management Account	£3,963.89	
Reserves	£59,903.88	
Total cash in bank at 31 August 2025		£101,170.93
(a cumulative total of all balances listed above)		
Less uncleared invoices at 31 August 2025	£0.00	£101,170.93
Add unbanked cash at 31 August 2025	£0.00	£101,170.93
Net balance as at 31 August 2025		£101,170.93

CASH BOOK

Cash book opening balance at 1 April 2025		£107,880.57
Add receipts during the year	£17,080.33	£124,960.90
Less payments during the year	£23,789.97 ⁻	£101,170.93
Cash book closing balance		£101,170.93