

OVERSTRAND PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 1 APRIL 2026 IN THE PARISH HALL

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

Members of Public: - 1

Minutes taken by: Kelly Batterham

1. To receive Apologies for absence

Apologies were received and accepted from Cllr Bond.

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.

Cllr Stratton declared an interest in item 9.1 as he is a listed payee.

Cllr Partridge declared an interest in item 14 as he is an allotment tenant.

3. Minutes of Previous Meetings

3.1 Members agreed the Minutes of the Full Council meeting held on 4 March 2026, which were duly signed by the Chairman.

3.2 Members agreed the Minutes of the Finance committee meeting held on 20 March 2026.

4. Chairmans Report

Nothing to report on this occasion.

5. County & District Councillor Reports

District Cllr Fitch-Tillett had submitted a report - annexed hereto.

6. Police Report

The Clerk reported that there were no further statistics available currently.

7. Public Participation Time

No-one wished to speak on this occasion.

8. Planning

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

PO/26/0375 Erection of 15no. dwellings (outline with details of access only, all other matters reserved)
Overstrand Garden Centre, Mundesley Road, Overstrand NR27 0PU

Following discussion, Cllr Partridge proposed submitting a comment of support for the outline planning application; seconded by Cllr Turner. Cllr Smith proposed making no comment on the application; seconded by Cllr Debbage. The motion put forward by Cllr Smith was lost so it was agreed to submit a comment of support.

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

PF/25/2685 Detached garage to front of dwelling
5 Cromer Road, Overstrand NR27 0NU

Approved

9. Finance

9.1 Members agreed and accepted the payments and receipts for March 2026.

9.2 Members considered and accepted the bank reconciliation up to 31 March 2026.

9.3 Following a recommendation from the Clerk it was agreed to renew the subscription with NPTS at a cost of £360.00 + VAT.

10. Activity Overview

10.1 Members discussed the status of Council Working Groups and scheduled meeting dates.

11. General Purposes and Amenities

- 11.1 Cllr Newcombe supplied the following website statistics for March 2026 which were relayed to the meeting: 650 users of which 46.6% were on desktops, 45.7% used mobile devices to visit the site and 7.7% used a tablet. The most popular pages for March were Parish Council homepage (183 views), Our Village (95 views), Agendas and Minutes (89 views), Overstrand Coastal Community Transition Plan (66 views) and What's On (66 views). There was a definite spike in views on Thursday 12th and 29th March coinciding with dates of Coastwise initial publicity and subsequent publication of documents.
- 11.2 Final preparations were made for the litter pick – scheduled for Saturday 18 April.
- 11.3 Final preparations were made for the Annual Parish Meeting – scheduled for Wednesday 15 April.

12. Grants

- 12.1 Members considered all three grant applications and agreed to award Overstrand Bowls Club £300.00 towards the purchase of new parasols, £600.00 to the Friends of the Belfry towards the purchase of a new storage shed and £600.00 to St Martins Church towards burial ground maintenance. The Clerk will contact the successful organisations and invite representatives to the Annual Parish Meeting to receive the grant cheques.

13. Finance Documents

- 13.1 It was agreed to accept the Finance Committee Terms of Reference following review by the Finance Committee.
- 13.2 It was agreed to accept the Financial Regulations following review by the Finance Committee.
- 13.3 It was agreed to accept the Financial Risk Assessment following review by the Finance Committee.

14. Allotments

- 14.1 Members were furnished with the most recent allotment inspection report.

15. Represented Groups

- 15.1 Cllr Partridge updated the meeting in relation to the Coastwise Project and took the opportunity to show members the Overstrand Coastal Community Transition Plan document recently produced.

16. To Report any other Business

- Cllr Partridge informed members that Ralph West had stepped down from the Shoreline Management Committee. The Clerk will send a letter of thanks from the Parish Council.
- The Clerk informed members that the Internal Control Officer had successfully carried out checks and was satisfied with the findings.
- The Clerk informed members of a complaint received about a high-pitched sound regularly being heard in the village. The Clerk contacted Environmental Health, and an officer attended the source of the noise – a boiler situated at The Pleasaunce. The officer was assured that the boiler was due to be repaired, and Environmental Health will ensure this is the case.
- The Clerk informed members that she was dealing with a request for a street light shield from a resident of Clifton Way.

17. Date of Next Meeting

The Annual Parish Meeting will be held on Wednesday 15 April in the Parish Hall at 7pm (refreshments from 6.30pm)

The next meeting of the Parish Council will be the Annual Council meeting held on 6 May 20206 in the Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 8.50pm.

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

District Councillors Report April 2026

Cabinet Approvals:

I did not attend Cabinet as I had a medical appointment.

Full Council Decisions:

The decision for Norfolk to be split into 3 unitary authorities was confirmed. All North Norfolk will be amalgamated into East Norfolk together with Yarmouth Borough Council, South Norfolk and some of Broadland i.e. Aylsham.

I questioned the Portfolio Holder for Coast as to why The Coastal Forum had been omitted from the next fiscal year's programme of meetings – he had no response.

Two staffing items were discussed – Irrelevant in my mind with the forthcoming LGR.

Various financial adjustments agreed from Cabinet were confirmed, including £50K to be set aside to assist households relying on oil for fuel and from February £4,000 to be available to each District Councillor for projects in their ward.

Two motions came up from twin hatters that were obviously posturing in advance of the upcoming County Council Elections – the right for children to play and fly tipping.

Coastal Issues

Coastwise Workshops re-commenced in Overstrand, and their Coastal Community Action Plan was launched. Trimingham will do the same later this month.

Ward Issues:

The application for the redevelopment of the Overstrand Garden Centre Site has already caused some concern – I am monitoring it. Overstrand are moving forward with their Neighbourhood Plan which is good news.

Whilst not in Poppyland, but just on the boundary of both Northrepps and Overstrand, the application for the old practice ground is not going smoothly (a bit like the ground conditions) and will come back to the Development Committee on 16th April as will the Forest Park Footpath I understand.

Meetings Attended:

Coastal Forum, ADA Board Meeting, Parish Council x 2, Norfolk Protected Landscape Forum x2
Coastwise Meeting x1, Shadow Cabinet, Anglian Water Briefing, Development Committee,
Upper Thurne Project Update (IDB), Conservative Group Meeting, Full Council, Overstrand
Coastwise Launch and Overstrand Neighbourhood Plan.

Overstrand Parish Council – Payments and Receipts for March 2026

Date: March 2026							
No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
EX122	Zen Internet	Parish Hall internet and Clerk phone	DD	41.99	8.40	50.39	
EX123	Bruce Stratton	Reimbursement Parish Hall cleaning	EFT	4.63	0.93	5.56	
EX124	Josh.biz	Website hosting and maintenance	EFT	300.00	0.00	300.00	
EX125	Mr Maher	Info point rent x4 yrs	EFT	100.00	0.00	100.00	
EX126	ICO	Annual subscription	DD	47.00	0.00	47.00	
EX127	Octopus Energy	Parish Hall gas and electric	DD	133.70	6.68	140.38	
EX128	Lloyds Bank	Service charges	DD	4.25	0.00	4.25	
EX129	SSE	Street light electric - Feb '26	DD	99.93	5.00	104.93	
EX130	HMRC	PAYE/Ni - Mar '26	EFT	591.44	0.00	591.44	
EX131	Norfolk Pension Fund	Pension Contributions - Mar '26	EFT	499.10	0.00	499.10	
EX132	Kelly Batterham	Clerk salary and WFH allowance - Mar '26	EFT	1,295.86	0.00	1,295.86	
EX133	Zen internet	Parish Hall internet, Clerks phone and domain names	DD	65.97	13.19	79.16	
INV38	Hirers	Parish Hall Hire	EFT				280.00
INV39	Norfolk County Council	Refund of Parish Partnership funds	EFT				6,560.88
INV40	HMRC	VAT refund	EFT				1,196.57
HH12	Lloyds bank	Interest	EFT				22.21
TOTALS				3,183.87	34.20	3,218.07	8,059.66

OVERSTRAND PARISH COUNCIL
BANK RECONCILIATION
31-Mar-26

BANK STATEMENTS

Bank balances as at 31 March 2026		
Deposit Account	£34,600.00	
Community Account	£8,595.50	
Shoreline Management Account	£3,963.89	
Reserves	£57,938.29	
Total cash in bank at 31 March 2026		£105,097.68
(a cumulative total of all balances listed above)		
Less uncleared invoices at 31 March 2026	£0.00	£105,097.68
Add unbanked cash at 31 March 2026	£0.00	£105,097.68
Net balance as at 31 March 2026		£105,097.68

CASH BOOK

Cash book opening balance at 1 April 2025		£107,880.57
Add receipts during the year	£44,489.88	£152,370.45
Less payments during the year	£47,272.77 ⁻	£105,097.68
Cash book closing balance		£105,097.68