

OVERSTRAND PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 3 JUNE 2026 IN THE PARISH HALL

Present: Cllr B Stratton (Chairman) and Cllr G Partridge (Vice Chairman)
Cllrs V Bond, A Debbage, E Newcombe and G Turner.
County Cllr T Adams

Members of Public: - 2

Minutes taken by: Kelly Batterham

1. To receive Apologies for absence

Apologies were received and accepted from Cllrs Fitch-Tillett and Smith.

2. Declarations of Interest and Requests for Dispensations

None on this occasion.

3. Minutes of Previous Meetings

- 3.1 Members agreed the Minutes of the Full Council meeting held on 6 May 2026, which were duly signed by the Chairman.

4. Chairmans Report

The Chairman confirmed that works to reinstate the wall belonging to the Council on the corner of High Street and Beach Road had been completed following it being knocked down. The Council claimed on its insurance policy for the repair works.

5. County & District Councillor Reports

District Cllr Fitch-Tillett had submitted a report - annexed hereto. County Cllr Adams was in attendance and informed the meeting that a bid had been submitted for remedial works to pavements beyond Carr Lane heading out of the village. Cllr Adams also stated that he was pursuing other outstanding highways projects and was keen to meet with members of Overstrand Parish Council to explore options for the issues with parking on Coast Road/Clifton Way.

6. Police Report

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

7. Public Participation Time

One member of the public was permitted to speak.

8. Planning

- 8.1 Members considered the following planning applications:

ADV/26/0963 Erection of Freestanding Multi Touch Screen Poster (Local tourist attractions, accommodation etc. plus train times)
NNDC Car Park, Pauls Lane, Overstrand

Members agreed to submit the following comment to NNDC: Overstrand Parish Council supports this application subject to confirmation that the multi touch screen has the facility to dim/switch off when not in use and overnight as it is located within a dark skies area and on the eastern flyway for migrating birds.

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

NMA/26/0989 Non-material amendment to planning permission PF/25/1505 (New side single-storey extension to enlarge kitchen and dining) to allow for changing the window feature on rear wall of the proposed extension French doors.
14 Harbord Road, Overstrand NR27 0PN

Approved

9. Finance

- 9.1 Members agreed and accepted the payments and receipts for April 2026.
- 9.2 Members considered and accepted the bank reconciliation up to 30 April 2026.
- 9.3 Members agreed and accepted the payments and receipts for May 2026.
- 9.4 Members considered and accepted the bank reconciliation up to 31 May 2026.
- 9.5 Following a recommendation from the Clerk it was agreed to renew the subscription to NALC at a cost of £286.78.
- 9.6 Members considered and accepted the Internal Auditors Report for 2025-26.
- 9.7 The dates for the provision of Electors Rights were noted as 8 June to 17 July (inc).
- 9.8 Members approved the Annual Governance Statement for 2025-26 (Section 1) which was then duly signed by the Chairman and the Clerk.
- 9.9 Members approved and certified the year ended 31 March 2026 Accounting Statements of the 2025/26 Annual Governance and Accountability Return (Section 2) which had been signed by the Responsible Finance Officer and was then duly signed by the Chairman.

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 May 2026 which were relayed to the meeting: 852 users of which 35% were on desktops, 60.4% used mobile devices to visit the site and 4.6% used a tablet. The most popular pages for May were Parish Council homepage (234 views), What's On (220 views), Dog Walking (135 views), Our Village (122 views), Agendas and Minutes (83 views), Car Boot Sale page (60 views) and Overstrand Sports Club (59 views). There were spikes in traffic generated by the dog show, restarting of the car boot sales and Sports Day.
- 11.2 The Working Group confirmed that they were making progress with plans for the Village History Trail.
- 11.3 Members agreed to have a stall at the Summer Fair scheduled for Sunday 26 July.

12. Document Review

- 12.1 Members agreed to adopt the Employment Committee Terms of Reference.
- 12.2 Members agreed to adopt the Planning Committee Terms of Reference.
- 12.3 Members agreed to adopt the Allotment Committee Terms of Reference.
- 12.4 Members agreed to adopt the Shoreline Management Committee Terms of Reference.

13. Represented Groups

- 13.1 No updates on this occasion.

14. To Report any other Business

- 14.1 The Clerk informed members of a recent issue when the flag could not be raised up the pole due to the lock seizing. Cllr Partridge agreed to lubricate the lock regularly to try and avoid the issue again.

15. Date of Next Meeting

The next meeting of the Parish Council will be held on 1 July 2026 in the Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 8.35pm.

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

DISTRICT COUNCILLOR'S REPORT

June 2026

Cabinet Approvals:

Cabinet received an update on the progress of the Corporate Plan. I need to draw your attention to the Councillor Community Grant Fund where I have been allocated £4,000 for community projects, so perhaps you could put this on the agenda for your next meeting. The National Landscape Management Plan which covers parts of all the Villages in Poppyland was approved. Cabinet agreed to borrow a very large sum of money to refurbish the Pier Theatre but were unable to provide a business plan on request from my Conservative colleagues.

Full Council Decisions:

The May meeting of Full Council was the Annual Meeting where the incoming Chairman – Cllr Matthew Taylor – my Conservative colleague representing Stalham, was appointed for the forthcoming year. Other positions to cabinet, committees and outside body representation were confirmed and personally there are no changes for me.

IT IS WORTHWHILE NOTING THAT ALL NNDC MEETINGS ARE AVAILABLE TO VIEW ON YouTube – EITHER LIVE OR AS A RECORDING.

Coastal Issues

Coastwise Meetings have been held in both Overstrand and Trimingham and their Coastal Community Action Plans will be presented for community involvement in the next few weeks.

The Fisherman's Ramp at Overstrand needs considerable repair – the Coastal Engineer will incorporate this with the proposed repairs to take place later in the year so as not to prevent our fishermen from launching during the crabbing season. I have asked that the ramp is jet washed to remove the slippery seaweed.

Ward Issues:

I reported the fly tipping at the top of Shucks (Nut) Lane, Northrepps some weeks ago, however as it is on land belonging to The Hall, it is their responsibility to dispose of it – they have been advised, but as to date it is still there.

I am still waiting for the Forest Park Footpath to come to committee; this will only happen when officers are content that the agents have addressed all their proposed amendments.

Meetings Attended:

Parish Council x 3, Development Committee, Upper Thurne Briefing (IDB) x2, Conservative Group Meeting x2, Full Council and Overstrand Neighbourhood Plan

Cllr Angie Fitch-Tillett
Poppyland Ward, NNDC

Overstrand Parish Council – Payments and Receipts for April 2026

Date: April 2026							
No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
EX001	Octopus Energy	Parish Hall gas and electric	DD	84.37	4.22	88.59	
EX002	B&M	Refreshments - Annual Parish Meeting	DC	15.22	0.00	15.22	
EX003	B&M	Refreshments - village litter pick	DC	6.88	0.00	6.88	
EX004	St Martins Church - Overstrand	Grant	Chq 000191	600.00	0.00	600.00	
EX005	Lloyds Bank	Service charges	DD	4.25	0.00	4.25	
EX006	SSE	Streetlight electric - Mar '26	DD	101.33	5.07	106.40	
EX007	Friends of The Belfry School	Grant	Chq 000190	600.00	0.00	600.00	
EX008	Overstrand Bowls Club	Grant	Chq 000189	300.00	0.00	300.00	
EX009	HMRC	PAYE/Ni - Apr '26	EFT	591.44	0.00	591.44	
EX010	Norfolk Pension Fund	Pension Contributions - Apr '26	EFT	446.19	0.00	446.19	
EX011	Kelly Batterham	Clerk salary and WFH allowance - Apr '26	EFT	1,295.86	0.00	1,295.86	
EX012	Zen Internet	Parish Hall internet and Clerks phone	DD	41.99	8.40	50.39	
INV01	Hirers	Parish Hall Hire	EFT				390.00
INV02	Various	Walks and postcards	Dep 500188				12.00
INV03	NNDC	50% of Precept	EFT				18,000.00
HH01	Lloyds bank	Interest	EFT				24.60
TOTALS				4,087.53	17.69	4,105.22	18,426.60

OVERSTRAND PARISH COUNCIL
BANK RECONCILIATION
30-Apr-26

BANK STATEMENTS

Bank balances as at 30 April 2026		
Deposit Account	£34,600.00	
Community Account	£22,892.28	
Shoreline Management Account	£3,963.89	
Reserves	£57,962.89	
Total cash in bank at 30 April 2026		£119,419.06
(a cumulative total of all balances listed above)		
Less uncleared invoices at 30 April 2026	£0.00	£119,419.06
Add unbanked cash at 30 April 2026	£0.00	£119,419.06
Net balance as at 30 April 2026		£119,419.06

CASH BOOK

Cash book opening balance at 1 April 2025		£105,097.68
Add receipts during the year	£18,426.60	£123,524.28
Less payments during the year	-£4,105.22	£119,419.06
Cash book closing balance		£119,419.06

Overstrand Parish Council – Payments and Receipts for May 2026

Date: May 2026							
No.	Payee	Detail	Pm't Method	Net (£)	VAT (£)	Gross (£)	Receipts (£)
EX013	NPTS	Annual subscription	EFT	360.00	72.00	432.00	
EX014	Viking	PH supplies, paper, stamps and dustbin	EFT	171.39	32.90	204.29	
EX015	Octopus Energy	Parish Hall gas and electric	DD	75.26	3.76	79.02	
EX016	Lloyds Bank	Service charges	DD	4.25	0.00	4.25	
EX017	Clear Councils	Annual insurance	EFT	1,709.54	0.00	1,709.54	
EX018	NNDC	Litter and dog bin emptying 26/27	EFT	1,825.00	365.00	2,190.00	
EX019	Community Heartbeat	Annual maintenance	EFT	495.00	99.00	594.00	
EX020	HMRC	PAYE/NI - May '26	EFT	591.44	0.00	591.44	
EX021	Norfolk Pension Fund	Pension Contributions - May '26	EFT	446.19	0.00	446.19	
EX022	Kelly Batterham	Clerk salary and WFH allowance - May '26	EFT	1,295.86	0.00	1,295.86	
EX023	Zen Internet	Parish Hal internet and Clerks phone	DD	43.85	8.77	52.62	
EX024	SSE	Street light electric	DD	88.98	4.45	93.43	
INV04	Hirers	Parish Hall Hire	EFT				500.00
INV05	Resident	Flag Flying	EFT				5.00
INV06	Ecclesiatical	Insurance claim payout	EFT				779.90
HH02	Lloyds bank	Interest	EFT				25.41
TOTALS				7,106.76	585.88	7,692.64	1,310.31