

Council



Please contact: Emma Denny

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12 December 2022

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Tuesday, 20 December 2022 at 6.00 pm.**

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item must notify Democratic Services 24 hours in advance of the meeting. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516010, Email: emma.denny@north-norfolk.gov.uk. Please note that this meeting will be live-streamed: <https://www.youtube.com/channel/UCsShJeAVZMS0kSWcz-yEzq>

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

Emma Denny
Democratic Services Manager

To: Mr T Adams, Ms P Bevan Jones, Mr D Birch, Mr H Blathwayt, Mr A Brown, Dr P Bütikofer, Mrs S Bütikofer, Mr C Cushing, Mr N Dixon, Mr P Fisher, Mrs A Fitch-Tillett, Mr T FitzPatrick, Mr V FitzPatrick, Mrs W Fredericks, Ms V Gay, Mrs P Grove-Jones, Mr G Hayman, Mr C Heinink, Mr P Heinrich, Dr V Holliday, Mr N Housden, Mr R Kershaw, Mr N Lloyd, Mr G Mancini-Boyle, Mr N Pearce, Mr S Penfold, Mrs G Perry-Warnes, Mr J Punchard, Mr J Rest, Mr E Seward, Miss L Shires, Mrs E Spagnola, Mrs J Stenton, Dr C Stockton, Mr M Taylor, Mr J Toye, Mr E Vardy, Mr A Varley, Ms L Withington and Mr A Yiasimi

Members of the Management Team, appropriate Officers, Press and Public



If you have any special requirements in order to attend this meeting, please let us know in advance
If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

Chief Executive: Steve Blatch
Tel 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005
Email districtcouncil@north-norfolk.gov.uk **Web site** www.north-norfolk.gov.uk

A G E N D A

1. **PRESENTATION - NORTH NORFOLK YOUTH COUNCIL STEERING GROUP**

To receive a presentation from representatives of the North Norfolk Youth Council Steering Group on the work that they are doing to establish the new Youth Council for the District.

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence, if any.

3. **MINUTES**

1 - 14

To confirm the minutes of the meeting of the Council held on 16 November 2022.

4. **ITEMS OF URGENT BUSINESS**

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B (4)(b) of the Local Government Act 1972.

5. **TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS**

15 - 20

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest (see attached guidance and flowchart)

6. **CHAIRMAN'S COMMUNICATIONS**

To receive the Chairman's communications, if any.

7. **LEADER'S ANNOUNCEMENTS**

To receive any announcements from the Leader.

8. **PUBLIC QUESTIONS AND STATEMENTS**

To consider any questions or statements received from members of the public.

9. **PORTFOLIO REPORTS**

21 - 74

To receive reports from Cabinet Members on their portfolios.

Members are reminded that they may ask questions of the Cabinet Member on their reports and portfolio areas but should note that it is not a debate.

No member may ask more than one question plus a supplementary question, unless the time taken by members' questions does not

exceed 30 minutes in total, in which case, second questions will be taken in the order that they are received (Constitution, Chapter 2, part 2, section 12.2)

Cabinet members (listed alphabetically):

Cllr T Adams (Leader / Executive Support)
Cllr A Brown – Planning & Enforcement
Cllr A Fitch-Tillett – Coast
Cllr W Fredericks – Housing & Benefits
Cllr V Gay – Leisure, Culture & Wellbeing
Cllr R Kershaw – Sustainable Growth
Cllr N Lloyd – Environment & Climate Change
Cllr E Seward - Finance, Assets & Legal
Cllr L Shires – Organisational Resources

10. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES & PANELS AND OUTSIDE BODIES

To approve any changes to appointments to committees, sub-committees, working parties and outside bodies as advised by the Group Leaders.

The Leader, Cllr T Adams wishes to make the following changes:

Cllr J Toye to replace Cllr A Yiasimi on Development Committee
Cllr H Blathwayt to be appointed as a substitute on Development Committee

Cllr W Fredericks to replace Cllr T Adams as a substitute on the Norfolk County Community Safety Partnership Scrutiny Panel

11. RECOMMENDATIONS FROM CABINET 05 DECEMBER 2022

75 - 144

The following recommendations were made to Full Council at the Cabinet meeting held on 5th December:

1. Agenda item 7: Fees and Charges 2023 - 2024

RESOLVED to recommend to Full Council:

- a) The fees and charges from 1 April 2023 as included in Appendix A.
- b) That Delegated Authority be given to the Section 151 Officer, in consultation with the Portfolio Holder for Finance and relevant Heads of Service, to agree those fees and charges not included within Appendix A as required as outlined within the report

2. Agenda item 8 - Treasury Management Half Year Report

RESOLVED to recommend that Full Council approves the Treasury Management Half Yearly Update

3. Agenda Item 12 - North Walsham Market Place Improvement Scheme

RESOLVED to recommend to Full Council that £400,000 be allocated from the Business Rates Retention Reserve for the completion of the NWHSHAZ place-making scheme.

4. Agenda Item 18 – Former Shannoeks Hotel site, Sheringham

RESOLVED to recommend to Full Council

1. to confirm support for the serving of the General Vesting Document to take ownership of the site as soon as possible

2. To approve the additional capital budget for the full valuation cost as set out at section 6 of the confidential appended report, and an additional £10,000 to cover the costs associated with the purchase of the property to be financed from the Capital Projects Reserve and Delivery Plan Reserve.

Overview & Scrutiny Committee considered the above recommendations at their meeting on 14th December. As this took place after the Full Council agenda was published, the Chairman of the Committee, Cllr Dixon will provide an oral update on any recommendations made by the Committee.

12. **RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 14 DECEMBER 2022**

To consider any further recommendations to Full Council made by the Overview & Scrutiny Committee at their meeting on 14 December that have not already been considered as part of the Cabinet recommendations (Agenda item 11).

13. **APPOINTMENT OF INDEPENDENT PERSONS**

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Summary

The Localism Act 2011 requires the appointment by the Authority of at least one Independent Person to provide a view on Code of Conduct complaints and if required, to be consulted and to sit on the disciplinary Panel when dealing with Statutory Officers disciplinary or dismissal processes.

Following the Council's current Independent Person reaching the end of their term of office, a recruitment exercise has been undertaken to replace them. It is proposed that, in line with best practice, two Independent Persons are appointed.

Options considered

The Council could continue with just one Independent Person but this is not considered to be good practice.

Conclusion

Following a recruitment exercise, it is anticipated that the Council will be able to appoint two Independent Persons. Interviews took place on

13th December (after the Full Council agenda was published) so an oral update will be provided at the meeting.

Recommendation:

To appoint two Independent Persons (names to be confirmed by the Chairman of the Recruitment Panel) for a term of four years.

Member(s) Cllr H Blathwayt	Ward(s) affected All
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Contact: Emma Denny, Democratic Services Manager
Email: emma.denny@north-norfolk.gov.uk

14. REVIEW OF POLLING STATIONS

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Summary:

Over the summer, the Electoral Services team has visited the designated polling stations across the district to assess their continued suitability ahead of the forthcoming 2023 Local Elections.

There is a need to run an interim review under The Electoral Registration and Administration Act 2013 and the Representation of the People Act 1982. This review is to act on the findings from these assessments and is only looking to make changes where existing arrangements are deemed to be unsuitable for a variety of reasons such as poor accessibility or condition of hire, comfort of staff or ongoing unavailability.

The proposed changes would be implemented from the District and Parish elections being held on Thursday 4th May 2023 if it is agreed that consultation on the proposed changes can proceed.

Recommendation:

That Full Council agrees the commencement of an Interim Polling Place review including consultation with the parishes/polling districts who are proposed for a change to their current arrangements, in line with the proposed timetable.

Cabinet Member(s) Cllr. Tim Adams	District Ward(s) affected: Stody; Priory; Poppyland; Hoveton & Tunstead; Wells with Holkham; North Walsham West
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Contact Officer, telephone number and email:
Rob Henry; x6327; robert.henry@north-norfolk.gov.uk

15. DRAFT PROGRAMME OF MEETINGS 2023 - 2024

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Summary: A draft Programme of Meetings for 2023-24 has been prepared and circulated for consultation and is attached at Appendix A .

Conclusions: Following review, the proposed draft Programme of Meetings 2023-24 follows the established cycle of meetings as closely as possible.

Recommendations: **That Members adopt the Programme of Meetings for 2023-24.**

Cabinet Member(s)	Ward(s) affected
	All

Contact Officer, telephone number and email:
Alison Argent, Tel: 01263 516058, Email: alison.argent@north-norfolk.gov.uk

16. QUESTIONS RECEIVED FROM MEMBERS

None Received.

17. OPPOSITION BUSINESS

None Received.

18. NOTICE(S) OF MOTION

*Please note that there is **a total time limit of 30 minutes** for this item – as set out in the Constitution, Chapter 2, paragraph 14.11*

The following motion has been proposed by Cllr C Cushing, seconded by Cllr N Dixon:

Use of Flying Rings on Beaches

This Council is extremely concerned over the harmful impact of flying rings made of plastic, and other materials, have on our marine wildlife and the environment. They present a severe risk to seal pups when they are inadvertently left or lost on beaches as they can become trapped around their necks and in time cause strangulation as they grow if they are not caught, and the ring removed. There have been several instances of this on North Norfolk beaches in recent years.

Being mostly made of plastic they are a source of waste and harmful to our environment.

This Council has signed up to the “Safer Seals” campaign which is supported by Friends of Horsey Seals which highlights what beach visitors can do to safeguard seals.

We therefore propose the following:

Council **RESOLVES** to:

1. Prohibit the use of flying rings on the district's beaches and adjoining NNDC car parks for which the council is responsible, and proactively discourage their use on the privately owned beaches where they can do harm to wildlife and the environment.
2. The Council's website is updated to make the public and retailers aware of this policy and the issue.
3. Ask the NNDC Environmental team as to how this can be best enforced and monitored.

19. EXCLUSION OF PRESS AND PUBLIC

To pass the following resolution – if necessary:

- a. That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph(s) 3 of Part 1 of Schedule 12A (as amended) to the Act.”
- b. That the public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:

Agenda Item Number	Paragraph of Part 1 Schedule 12A
21	3

Information relating to the financial or business affairs of any particular person (including the authority holding that information). The appended report contains commercially confidential information.

20. PRIVATE BUSINESS

21. FORMER SHANNOCKS HOTEL SITE, SHERINGHAM - EXEMPT APPENDIX 157 - 176