

# Council



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27 September 2022

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 5 October 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 are requested to arrive at least 15 minutes before the start 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](mailto:Emma.Denny@north-norfolk.gov.uk).

Please note that this meeting will be livestreamed: [NNDC eDemocracy - YouTube](#) and anyone attending may be recorded.

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



**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  
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## A G E N D A

### 1. IN MEMORY OF PAUL NEALE

Members are requested to observe a one minute silence in memory of Paul Neale, a member of staff who sadly passed away on 7<sup>th</sup> August 2022.

### 2. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

### 3. MINUTES

1 - 10

To confirm the minutes of the meeting of the Council held on 27 July 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

11 - 16

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

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

### 10. PORTFOLIO REPORTS

17 - 60

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  
Cllr E Seward – Finance, Assets & Legal  
Cllr L Shires – Organisational Resources

## **11. RECOMMENDATIONS FROM CABINET 06 SEPTEMBER 2022**

61 - 164

The following recommendations were made by Cabinet to Full Council at the meeting held on 6<sup>th</sup> September:

a) Outturn Report 2021/2022

### **RESOLVED**

To recommend the following to Full Council:

1. The provisional outturn position for the General Fund revenue account for 2021/22;
2. The transfers to and from reserves as detailed within the report (and appendix C) along with the corresponding updates to the 2022/23 budget;
3. Allocate the surplus of £615,740 to the General Reserve;
4. The financing of the 2021/22 capital programme as detailed within the report and at Appendix D;
5. The balance on the General Reserve of £2.33 million;
6. The updated capital programme for 2022/23 to 2025/26 and scheme financing as outlined within the report and detailed at Appendix E;
7. The roll-forward requests as outline in Appendix G are approved.

b) Budget Monitoring 2022/2023 – Period 4

**RESOLVED**

To recommend to Full Council that £130,000 is released from the Major Repairs reserve to increase the existing capital budget for Fakenham Connect

c) Treasury Management Annual Report 2021/2022

**RESOLVED**

To recommend that Council be asked to resolve that the Treasury Management Annual Report for 2021/22 is approved.

d) Debt Recovery 2021/2022

**RESOLVED**

To recommend to Council the approval of the annual report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection.

**12. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 28TH SEPTEMBER 2022**

The meeting of Overview & Scrutiny Committee was rescheduled and took place on 28<sup>th</sup> September – after the Full Council agenda was published. The Chairman will provide a verbal update on any recommendations.

**13. COMMUNITY GOVERNANCE REVIEW**

165 - 170

Summary:

Following a request from Trunch Parish Council, North Norfolk District Council has agreed to undertake a Community Governance Review within the parish to consider a reduction in the number of seats on the Parish Council from eleven to seven.

**Recommendation:**

That Trunch Parish Council be reduced to a membership of **nine (9)** which would better reflect the size of its electorate and is within the same range as other councils which also have nine seats (as shown in the attached appendix).

<b>Cabinet Member(s)</b> Tim Adams	<b>Ward(s) affected</b> Trunch
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**Contact Officer, telephone number and email:**  
Rob Henry. X6327, robert.henry@north-norfolk.gov.uk

**14. QUESTIONS RECEIVED FROM MEMBERS**

None Received.

**15. OPPOSITION BUSINESS**

None Received.

**16. NOTICE(S) OF MOTION**

171 - 178

*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*

(For Motions 2 and 3, additional supporting information is provided at pages 171 – 178)

The following Notices of Motion have been received:

1. Freezing of Council Tax

‘The Independent Group at NNDC is putting forward this motion to the Leader of the District Council.

We are seeking your cooperation in helping to ease the social and financial problems that our residents are, or will be, facing over the coming year.

We are asking you to give consideration to freezing the 2023 council tax, when the financial planning procedure commences.

We feel this could offer comfort for residents to know that at least one financial payment will not be increased along with those we have no control over ( Utilities, General taxation, Interest rates ).

We fully appreciate that any commitment may be affected by edicts from the government preventing the freezing of council tax.

We are also seeking your assurance that this Authority will continue to look at ways that will help our more vulnerable residents at this time and into the forthcoming winter months’.

Proposed by Cllr John Rest, (Independent Group Leader)  
Seconded by Cllr Jeremy Punchard

2. This Council notes that families and individuals in our district face a cost-of-living crisis.

‘People are facing rising food, energy and fuel prices, and increases that affect mortgage and rent payments.

People living in rural areas, like ours, are disproportionately

affected by fuel price increases because of the lack of public transport and longer distances to reach work, education and health services.

North Norfolk has the oldest population in the country which means a larger number of people who are on fixed income pensions, are being specifically affected.

As a Council, we want to do everything within our means to support our residents during this extremely difficult time.

We therefore propose the following:

Council **RESOLVES** to:

1. Thank our officers for the additional work already being done support residents amid this crisis
2. To hold a 'Cost of Living Summit', the outcome of which will be reported to Cabinet, along with any recommendations
3. To ask the Leader and Chief Executive to explore various options for providing additional support to our residents
4. To ask the Leader to write to relevant government ministers and our local MPs to ask for urgent action to relieve the cost-of-living crisis through such measures'

Proposed by Cllr L Shires, seconded by Cllr V Gay

### 3. Sewage Outflows Data

'Following a Liberal Democrat motion to Full Council, Anglian Water attended Overview & Scrutiny Committee earlier this year to explain the current situation in regard to combined sewage outflows into our waterways and bathing sites and how they intended to address this problem.

Members were positive that progress was being made when Anglian Water confirmed they were bringing forward their plan for the incorporation of water monitoring equipment at these potential sewage dispersal black spots to 2023 (from 2025). They also agreed to improve public access to information about the current state of bathing sites.

However, it appears that this information may not fully reflect the quantity and frequency of sewage dispersals into our waterways.

This Council therefore **RESOLVES** to ask Anglian Water to confirm the following for the North Norfolk area and the information be reported to Overview and Scrutiny for consideration:

How many current storm outflows in the North Norfolk area

are not being monitored?

How many storm outflows which discharge onto bathing beaches have monitors which are all fitted and working?

How many storm outflows which discharge onto shellfish beds with regular harvesting have monitors which are all fitted and working?

How many official bathing sites with storm outflows present do not have monitors fitted and working in place?

An outline of the plan to bring forward the implementation of monitoring of sewage discharge points, indicating the scale of the project and the timescales involved and the expected improvements to water quality'

Proposed by Cllr E Withington, seconded by Cllr J Toyne

**17. EXCLUSION OF PRESS AND PUBLIC**

To pass the following resolution – if necessary:

“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) \_ of Part 1 of Schedule 12A (as amended) to the Act.”

**18. PRIVATE BUSINESS**