

Council



Please contact: Emma Denny

Please email: Emma.Denny@north-norfolk.gov.uk

Please Direct Dial on: 01263 516010

13 June 2023

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 21 June 2023 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: Cllr T Adams, Cllr P Bailey, Cllr M Batey, Cllr K Bayes, Cllr D Birch, Cllr H Blathwayt, Cllr J Boyle, Cllr A Brown, Cllr G Bull, Cllr S Bütikofer, Cllr E Coleman, Cllr C Cushing, Cllr N Dixon, Cllr P Fisher, Cllr A Fitch-Tillett, Cllr T FitzPatrick, Cllr W Fredericks, Cllr M Hankins, Cllr C Heinink, Cllr P Heinrich, Cllr V Holliday, Cllr N Housden, Cllr R Macdonald, Cllr G Mancini-Boyle, Cllr P Neatherway, Cllr L Paterson, Cllr S Penfold, Cllr P Porter, Cllr J Punchard, Cllr C Ringer, Cllr L Shires, Cllr R Sims, Cllr E Spagnola, Cllr M Taylor, Cllr J Toye, Cllr K Toye, Cllr E Vardy, Cllr A Varley, Cllr L Vickers and Cllr L Withington

All other Members of the Council for information.

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. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. MINUTES

1 - 28

To confirm the minutes of the meetings of the Council held on 28 March 2023 and 17 May 2023

3. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

29 - 34

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)

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. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

6. LEADER'S ANNOUNCEMENTS

To receive announcements from the Leader.

7. PUBLIC QUESTIONS AND STATEMENTS

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

Mr D Russell has requested to make a statement regarding the recent Dambuster commemorations.

8. UPDATES REGARDING ANY APPOINTMENTS

1. To receive an update from the Chairman of the Overview & Scrutiny Committee regarding the appointment of a representative and substitute to the Norfolk Health Overview & Scrutiny Committee.
2. To receive any updates from the Group Leaders regarding changes to their appointed representatives to Committees, sub-committees, working parties and panels.

9. PORTFOLIO REPORTS

35 - 72

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)

10. RECOMMENDATIONS FROM CABINET 5TH JUNE 2023

73 - 80

The following recommendations were made by Cabinet to Full Council:

Agenda item 11 – Purchase of Two Additional Refuse Collection Vehicles

1. That Cabinet recommend to Full Council an addition to the Capital programme of £385,000 to purchase two new refuse collection vehicles and that the £385,000 be added to the residual £65,000 that is left over from the original budget to purchase refuse vehicles from 2019 to date.
2. That Cabinet recommend to full Council that the purchase be funded by borrowing of £335,000 and a revenue contribution of £50,000.

At the request of Cabinet, Governance, Risk and Audit Committee (GRAC) were asked to review the risk elements of the proposals at their meeting on 13th June. As the Full Council agenda was published before the meeting was held, the Chairman will provide a verbal update, outlining any recommendations and comments, at the Full Council meeting on 21 June

Overview & Scrutiny Committee considered the recommendations at their meeting on 14th June. As the Full Council agenda was published before the meeting was held, the Chairman will provide a verbal update, outlining any recommendations and comments, at the Full Council meeting on 21 June.

11. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 14TH JUNE 2023

To receive any further recommendations to Full Council, made by the Overview & Scrutiny Committee at the meeting on 14th June 2023.

The Full Council agenda was published before the Overview & Scrutiny committee was held, so the Chairman will provide an oral update at the meeting, if any recommendations were made.

Report regarding request to the renaming of Witton Parish	
Executive Summary	<p>Formally renaming the civil parish of Witton as Witton and Ridlington is purely an administrative change which would not affect any function of the Parish Council or its Governance or responsibilities.</p> <p>It would result in the sub-parish of Ridlington being reflected within the name which represents inclusivity for those members of that area of the parish.</p> <p>This change doesn't require much administration or consultation and is a sensible move akin to historical changes at Aldborough and Thurgarton parish and Corpusty and Saxthorpe parish.</p>
Options considered	<ul style="list-style-type: none"> • To facilitate the request of the Parish Council and change the name of the parish. • To do nothing
Consultation(s)	Section 75 of the Local Government Act 1972 does not require for a full consultation to be undertaken however the District Council ward member and County Council division member have both been emailed regarding the request and invited to comment.
Recommendations	<p>To seek approval from Full Council to the renaming of the civil parish of Witton to the civil parish of Witton and Ridlington.</p> <p>To seek approval on the creation of an Order to formalise the name change.</p> <p>To approve the delegation of powers to the Chief Executive or Monitoring Officer for the making of Section 75 orders in consultation with the relevant elected District Council and County Council members.</p>
Reasons for recommendations	To reflect the identity and inclusion of all areas covered by the Parish Council.
Background papers	none

Wards affected	Bacton Ward
Cabinet member(s)	Tim Adams
Contact Officer	Rob Henry, (rob.henry@north-norfolk.gov.uk) Senior Elections Officer

Links to key documents:	
Corporate Plan:	Not directly linked to corporate plan priorities

Medium Financial (MTFS)	Term Strategy	Not linked to MTFS
Council Policies & Strategies		Not linked to any Core Strategy Policies as listed here

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	No wider consultation is required within Section 75 of the LGA 1972
Details of any previous decision(s) on this matter	none

13. SALTHOUSE PARISH COUNCIL - TEMPORARY APPOINTMENT OF DISTRICT COUNCILLOR TO ENSURE QUORUM 85 - 88

Executive Summary	<p>The options and proposals outlined in the report below allow for a sensible and pragmatic approach which will enable the Parish Council to return to full operation.</p> <p>The proposals will not place a huge demand on the temporarily appointed members as it is anticipated that the co-option process can be undertaken at the first parish council meeting scheduled to take place following the meeting of Full Council that this report is considered at.</p> <p>Once the co-option process has been completed the temporarily appointed councillor will be able to step down from their temporary role on the parish council.</p>
Options considered	<p>Temporary appointment of District / County Council elected members to Salthouse Parish Council in order to allow parish council to undertake co-option process.</p> <p>Temporary appointment of Parish Clerk to oversee the above co-option process and any other duties in the role until such a time when a permanent appointment can be made.</p>
Consultation(s)	Not required
Recommendations	<p>To seek approval from Full Council to the temporary appointment of either Cllr Eric Vardy or Cllr Victoria Holliday to Salthouse Parish Council.</p> <p>To seek approval on the creation of an Order to formalise</p>

	the appointment. To install a temporary parish clerk to support the co-option process and other duties until a permanent clerk is appointed.
Reasons for recommendations	The temporary appointment will bring the current membership of the parish council to three which will allow the council to legally operate and undertake a co-option process to appoint further parish councillors.
Background papers	none

Wards affected	Coastal Ward
Cabinet member(s)	Tim Adams
Contact Officer	Rob Henry, (rob.henry@north-norfolk.gov.uk) Senior Elections Officer

Links to key documents:	
Corporate Plan:	Not directly linked to corporate plan priorities
Medium Term Financial Strategy (MTFS)	Not linked to MTFS
Council Policies & Strategies	Not linked to any Core Strategy Policies as listed here

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	No
Details of any previous decision(s) on this matter	none

14. QUESTIONS RECEIVED FROM MEMBERS

As set out in the Constitution, Chapter 2, section 12, the following applies to questions asked by Members:

Members of the Council may ask questions of the Chairman of a Committee at Ordinary Meetings of the Council on any matter of Council Business or on issues which affect the Council's area.

At a meeting no Member may ask more than one question (and 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.

15. OPPOSITION BUSINESS

None Received.

16. NOTICE(S) OF MOTION

89 - 90

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 Notice of Motion has been proposed by Cllr A Varley, seconded by Cllr L Withington:

Motion: Safer Seals - A SEAL of APPROVAL

North Norfolk District Council agrees to support a campaign to increase awareness of the dangers to seals from Flying Rings, encourage businesses to not sell these items in coastal regions and develop the SEAL of APPROVAL Scheme for those businesses supporting SAFER SEALS

Coastal members will be asked to:

- Support the development, implementation and ongoing focus of the Seal of Approval Scheme.

Coastal businesses will be asked to:

- Engage with, support and implement the Seal of Approval Scheme

Officers will be asked to:

- Liaise with relevant partners and create promotional materials for the scheme to operate, raise awareness and add to our online presence.

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