

Council



Please contact: Democratic Services

Please email: democraticservices@north-norfolk.gov.uk

Please Direct Dial on: 01263 516010

15th July 2025

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 23 July 2025 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. It will not always be possible to accommodate requests after that time. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel:01263 516010, Email:Democratic.Services@north-norfolk.gov.uk.

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. This meeting is live-streamed: [NNDC eDemocracy - YouTube](#)

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 S Bütikofer, Cllr C Cushing, Cllr N Dixon, Cllr P Fisher, Cllr A Fitch-Tillett, Cllr T FitzPatrick, Cllr A Fletcher, Cllr W Fredericks, Cllr M Gray, Cllr M Hankins, Cllr C Heinink, Cllr P Heinrich, Cllr V Holliday, Cllr N Housden, Cllr K Leith, 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 C Rouse, Cllr L Shires, Cllr E Spagnola, Cllr M Taylor, Cllr J Toye, Cllr K Toye, Cllr A Varley, Cllr L Vickers and Cllr L Withington

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

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A G E N D A

1. PRESENTATION - CHAIRMAN'S CHARITY

To receive a presentation from the Chairman's charity – Norfolk Charities – Norfolk Wheely Boat'.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

3. MINUTES

1 - 22

To confirm the minutes of the Annual meeting of the Council held on 21 May 2025.

4. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

23 - 28

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)

5. 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.

6. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

7. LEADER'S ANNOUNCEMENTS

To receive announcements from the Leader of the Council.

8. PUBLIC QUESTIONS AND STATEMENTS

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

9. APPOINTMENTS TO COMMITTEES, SUB-COMITTEES, WORKING PARTIES AND OUTSIDE BODEIS

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

10. PORTFOLIO REPORTS

29 - 84

To receive reports from Cabinet Members on their portfolios.

Cllr T Adams - Executive Support & Legal Services
Cllr H Blathwayt – Coast

Cllr A Brown – Planning & Enforcement
Cllr W Fredericks – Housing and People Services
Cllr C Ringer – IT, Environmental & Waste Services
Cllr L Shires – Finance, Estates & Assets
Cllr J Toye – Sustainable Growth
Cllr A Varley – Climate Change & Net Zero
Cllr L Withington – Community, Leisure & Outreach (Including Health & Wellbeing)

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)

11. RECOMMENDATIONS FROM CABINET 07 JULY 2025

85 - 212

The following recommendations to Full Council were made by Cabinet at the meeting held on 7th July:

Please note that the Overview and Scrutiny Committee meeting took place after the Full Council agenda was published. The Chairman will provide a verbal update at the meeting of any recommendations made in relation to any of the items listed below.

1. Cabinet Agenda Item 8: Outturn report 2024/2025

RESOLVED to recommend the following to Full Council:

- a) The provisional outturn position for the General Fund revenue account for 2024/25 (as shown in Appendix A);
- b) The transfers to and from reserves as detailed within the report (and Appendix C);
- c) The surplus of £0.622m be transferred to the General reserve to mitigate future funding shortfalls.
- d) The balance on the General Reserve of £2.825m following the transfer outlined above.
- e) The surplus of £0.384m relating to retained business rates be transferred to the Business Rates reserve.
- f) The financing of the 2024/25 capital programme as detailed within the report and at Appendix D.
- g) The updated capital programme for 2025/26 to 2030/31 and scheme financing as outlined within the report and detailed at Appendix E;
- h) Approval of additional funding to cover capital project overspends of £10,816 as detailed in paragraph 5.7.
- i) The roll-forward of existing capital project funding from 2024/25 into 2025/26 as detailed in paragraph 5.9.
- j). To note the addition of £55,000 towards the New Play Area (Sheringham, The Lees) to be funded from the Asset Management Reserve in 2025/26 for a total project budget of £120,000
- k) The addition of £6,081 towards the Cromer Offices LED Lighting in

the Capital Programme to be funded from Capital Receipts in 2025/26 for a total project budget of £178,796.

l) The addition of £20,000 towards the Public Conveniences (Sheringham & North Walsham) project in the Capital Programme to be funded from Capital Receipts in 2025/26 for a total project budget of £565,514.

m) The addition of the Holt Eco Learning Space scheme for £100,000 into the 2025/26 Capital Programme to be funded by an external contribution.

Overview & Scrutiny Committee (OSC) considered this item at the meeting on 16th July – The OSC Chair may wish to provide a verbal update to members on the Committee's consideration of the recommendations.

2. Cabinet Agenda item 9 – Treasury Management Outturn Report 2024/2025

RESOLVED to recommend the Treasury Management outturn position to Full Council for approval

Governance, Risk & Audit Committee (GRAC) considered this item at the meeting on 3rd June 2025 – The GRAC Chair may wish to provide a verbal update to members on the Committee's consideration of the recommendation.

3. Cabinet Agenda Item 10 – Debt Recovery 2024/2025

RESOLVED to recommend that Full Council

1. approves the annual report which details the Council's write-offs, in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection.
2. approves the continued delegated authority as shown in appendix 2 for write offs.

Overview & Scrutiny Committee (OSC) considered this item at the meeting on 16th July – The OSC Chair may wish to provide a verbal update to members on the Committee's consideration of the recommendations.

4. Cabinet Agenda Item 11 - Housing Benefit Debt Recovery Report – 2024/2025

RESOLVED to recommend that Full Council

Approves the annual report giving details of Housing Benefit Overpayment debt recovery in accordance with the Council's Debt Recovery Policy, Write-Off Policy, and Housing Benefit Overpayment Recovery Policy.

Overview & Scrutiny Committee (OSC) considered this item at the meeting on 16 th July – The OSC Chair may wish to provide a verbal update to members on the Committee's consideration of the recommendations.
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12. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 14 MAY 2025 AND 16 JULY 2025

Overview & Scrutiny Committee made the following recommendation to Full Council at the meeting held on 14th May 2025:

That Full Council approves a change of start time for Overview & Scrutiny Committee meetings from 10am to **9.30am**, with immediate effect.

The Chair will provide an update to Full Council on any further recommendations made by the Committee at the meeting held on 16th July.

1. To consider any further recommendations to Full Council made by the Overview & Scrutiny Committee at the meeting held on 16th July 2025.

13. RECOMMENDATION FROM THE EMPLOYMENT & APPEALS COMMITTEE (APPOINTMENTS PANEL) - RECRUITMENT DIRECTOR OF RESOURCES (S151 OFFICER)

This report will follow.

14. RECOMMENDATIONS FROM DEVELOPMENT COMMITTEE - 29TH MAY 2025

Development Committee made the following recommendation to Full Council at the meeting held on 29th May 2025:

That Full Council approves a change of start time for Development Committee meetings from 10am to **9.30am**, with immediate effect.

15. RECOMMENDATIONS FROM LICENSING COMMITTEE (PREMISES & GAMBLING) 9TH JULY 2025 213 - 224

The following recommendations were made by the Licensing Committee (Premises & Gambling) at the meeting held on 9th July 2025:

GAMBLING STATEMENT OF PRINCIPLES 2025

1. Recommends that Full Council approves the publication of the **Gambling Statement of Principles 2025**.
2. That the new statement is published, once approved.

16. RECOMMENDATIONS FROM LICENSING COMMITTEE(REGULATORY) 9TH JULY 2025

225 - 234

The following recommendation was made by the Licensing Committee (Regulatory) at the meeting held on 9th July:

DRAFT TAXI AND PRIVATE HIRE POLICY AND HANDBOOK

To adopt the Taxi and Private Hire Policy and Handbook 2025 v5.1 with effect from 1 September 2025.

Please see the agenda for the Licensing Committee (Regulatory) to access the full suite of documents: [Home | Agenda for Licensing Committee \(Regulatory\) on Wednesday, 9th July, 2025, 10.30 am](#)

17. QUESTIONS RECEIVED FROM MEMBERS

None Received.

18. OPPOSITION BUSINESS

235 - 236

Local Government Reorganisation

There are serious concerns about the way this Council is handling the preparation of its Local Government Reform (LGR) proposal and the supporting business case to be submitted to the MHCLG by 26th September. We call upon the Administration to recognise and remedy the current flaws in the process, and accept the following recommendations:

1. Ensure the ongoing research and proposal presentation work includes cost comparisons for 1, 2 & 3 Unitaries including transition, revenue and capital costs and with risk scores covering viability and quality scores for the range of services provided.
2. Address the need to investigate proposed decision-making structures and lines of functionality connecting with town & parish councils, for each Unitary model, to ensure local democratic participation and accountability.
3. Actively involve cross-party councillors in reviewing the research results and preparation of the proposal and supporting business case, either via Overview & Scrutiny or a cross-party working group, to make the process and results transparent and accessible to North Norfolk residents and businesses.
4. To either increase the 8th – 17th September period for all councillors to assimilate and respond to the proposal and supporting business case or provide briefing/feedback sessions during that period to ensure all members are fully informed on all aspects of the proposal and the evidence supporting the selection.

19. NOTICE(S) OF MOTION

None Received.

20. 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.”

21. PRIVATE BUSINESS