

Council



Please contact: Democratic Services

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

Please Direct Dial on: 01263 516010

9th December 2025

A meeting of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 17 December 2025 at 6.00 pm**.

At the discretion of the Chair, 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. This meeting is livestreamed: [NNDC eDemocracy - YouTube](#)

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 & Governance 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 M Taylor, Cllr E Tooke, Cllr J Toye, Cllr K Toye, Cllr A Varley, Cllr L Vickers and Cllr L Withington



**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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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

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To confirm the minutes of the meeting of the Council held on 19 November 2025.

3. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

9 - 14

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

7. PUBLIC QUESTIONS AND STATEMENTS

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

8. PETITIONS

The following petition was submitted to the Council on 2nd December 2025:

'Save Sheringham's Historic Bus Shelter'.

Signatures have not been validated as it is a 'live' issue and the petition remains open. At time of publication, the number of signatories stood at 3,780. The threshold for reporting to Full Council is 1500.

The Council's Petition Scheme can be found here: [Microsoft Word - Petitions Model Scheme.doc - updated.doc](#)

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

To approve the recommendation from the Overview & Scrutiny Committee to appoint a representative to the Norfolk Health Overview & Scrutiny Committee.

To receive any other nominations for appointments from the Group Leaders.

10. PORTFOLIO REPORTS

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To receive reports from Cabinet Members on their portfolios:

Cllr T Adams – Strategy, Countrywide Working and External Partnerships, Performance, Communications, HR & Legal Services.

Cllr H Blathwayt – Coast

Cllr J Boyle – Housing & People Services

Cllr A Brown – Planning & Enforcement

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 01 DECEMBER 2025

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Please note that due to the size of the documents, appendices 2,3,5,6 & 7 to the Local Plan (Cabinet Agenda Item 12 below) are available in the Document Library: [Home | Library folder - Local Plan 2024 - 2040 Appendices](#)

The following recommendations have been made by Cabinet to Full Council:

Cabinet 01 December:

1. Agenda item 9: Car Park Fees & Charges

Recommendation to Council:

To consider the various options discussed within the report and approve the

Officer recommendations below:

- Option 1 & Option 6: increase car parking fees and season ticket fees in line with CPI inflation of 3.8%.

- For the Asset Management Officer in consultation with the s151 Officer to proceed with the Consultation in relation to the Off Street Parking Places Order.

2. Agenda Item 10: Fees & Charges 2026-2027

The Overview & Scrutiny Committee supported the recommendations at the meeting held on 12th November – but requested that in future, ‘Cabinet should be mindful of the inconvenience for cash users caused by using small change such as 5 pence coins’

Recommendation to Council:

To approve:

- The fees and charges from 1st April 2026 as included in Appendix A.
- That delegated authority be given to the Section 151 Officer, in consultation with the Portfolio Holder for Finance and relevant Directors/Assistant Director to agree the fees and charges not included within Appendix A as required (outlined within the report).

The Overview & Scrutiny Committee supported the recommendations at the meeting held on 12th November

3. Agenda Item 11: Council Tax Discounts & Premiums Determinations 2026 -2-27

Recommendations to Council:

That under Section 11A of the Local Government Finance Act 1992 and in accordance with the provisions of the Local Government Finance Act 2012 and other enabling powers that:

- 1) The discounts for the year 2026-27 and beyond are set at the levels indicated in the table at paragraph 3.1.
- 2) To continue to award a local discount of 100% in 2026-27 for eligible cases of hardship under Section 13A of the Local Government Finance Act 1992 (as amended) and that the Revenues Manager has delegated authority to make Discretionary Reductions under the Hardship Policy up to the value of £4k as indicated in the associated policy in Appendix B.
- 3) That an exception to the empty property levy charges may continue to be made by the Revenues Manager in the circumstances laid out in section 4.2 of this report.
- 4) The long-term empty-property premiums for the year 2026-27 (subject to the empty premium exceptions shown in Appendix C) are set at the levels indicated in the table at paragraph 4.2
- 5) To continue to award a local discount of 100% in 2026-27 for eligible cases of care leavers under Section 13A of the Local Government Finance Act 1992 (as amended).
- 6) Those dwellings that are specifically identified under regulation 6 of the Council Tax (Prescribed Classes of Dwellings) (England)

Regulations 2003 will retain the 50% discount as set out in paragraph 2.1 of this report.

- 7) Those dwellings described or geographically defined at Appendix A which in the reasonable opinion of the Revenues Manager are judged not to be structurally capable of occupation all year round and were built before the restrictions of seasonal usage were introduced by the Town and Country Planning Act 1947, will be entitled to a 35% discount.
- 8) A new second homes premium of 100% as detailed in paragraph 4.3 (subject to the second home premium exceptions shown in Appendix C) continues to be applied in 2026-27.

This report will be considered by the Overview & Scrutiny Committee at the meeting on 10th December – The Chair will provide a verbal update at the Full Council meeting.

4. Agenda Item 12: Adoption of the North Norfolk Local Plan

Recommendation to Council:

- 1) To note the outcome of the Inspector's Report into the examination of the North Norfolk Local Plan, dated 31 October 2025 (Appendix 1 & 2);
- 2) To **adopt** the modified Local Plan which incorporates the Main Modifications as the appropriate basis for the future planning of the whole District (Appendix 3);
- 3) To notes that all policies of the North Norfolk Core Strategy 2008 and the Site Allocations; Development Plan Document 2011 (the current Local Plan) will be superseded by the new Local Plan upon adoption. This is subject to the provisions of paragraph 9.3 of this report that: 'Upon adoption there is a six-week window under section 113 of the Planning and Compulsory Purchase Act 2004 during which an aggrieved party can challenge the decision to adopt a Local Plan on legal and procedural grounds'
- 4) To note that Cabinet has delegated authority to the Assistant Director for Planning to publish the Adoption Statement and accompanying documents, making the North Norfolk Local Plan part of the Adopted Development Plan for North Norfolk;
- 5) To note that Cabinet has delegated authority to the Planning Policy Manager to make any further necessary non-material modifications and any further updates to the Policies Map as required.

12. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 10 DECEMBER 2025

The Overview & Scrutiny Committee meeting took place after the Full Council agenda was published. The Chair will provide a verbal update at the meeting outlining any recommendations to Full Council.

13. PROGRAMME OF MEETINGS 2026-2027

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Executive Summary	A draft programme of meetings for the municipal year 2026 - 2027 has been prepared. This is an annual report that is
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	presented to Full Council for approval, prior to being published on the Council's website.
Options considered	There is a statutory requirement for the Council to publish a programme of meetings. No alternative options are available.
Consultation(s)	<ul style="list-style-type: none"> • Relevant organisations where formal meetings of the Council may conflict with external scheduled meetings. These include Norfolk County Council and the Internal Drainage Boards. • Corporate Leadership Team • Management Team • Members
Recommendations	That Full Council approves the Programme of Meetings for 2026-2027
Reasons for recommendations	The programme of meetings informs officers, members and the public of scheduled committee meetings in the forthcoming municipal year.
Background papers	N/A

Wards affected	All
Cabinet member(s)	Cllr T Adams, Leader
Contact Officer	Emma Denny, Democratic Services & Governance Emma.denny@north-norfolk.gov.uk

14. PIER SUBSTRUCTURE WORKS

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Executive Summary	<p>Cromer Pier is an iconic structure within North Norfolk and a significant attraction for many thousands of visitors every year. It is a Grade 2 listed structure which was constructed in 1901. It is set in an extremely harsh environment and these factors combine to require a significant and ongoing maintenance regime.</p> <p>Part of the maintenance regime for the pier includes annual structural surveys to identify remedial works with a more detailed survey undertaken every five years.</p> <p>This report summarises the results of the latest detailed survey, which has been undertaken by the Hemsley Orrell Partnership (HOP). This survey identified a number of high priority works to be completed, alongside medium term works, and low risk works.</p> <p>This report seeks approval for capital funding to undertake the high priority essential substructure repair and reinforcement works to Cromer Pier during the 2025/26 financial year, during January & February 2025. The report summarises the structural condition findings, options for</p>
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	addressing the issues, and the financial implications for the Council.
Options considered	<p><u>Option 1</u> To add a capital budget of £250k in-year for this project. This would allow all high-priority defects to be addressed during a period of reduced footfall and reduced operational activity on the pier.</p> <p><u>Option 2</u> Not to allocate a capital budget at this time. This would delay the completion of high-priority works and may increase the likelihood that repairs need to be undertaken during periods of higher visitor activity. This option is not recommended, as deferral would increase operational and financial risks to the Council.</p>
Consultation(s)	Cllr Lucy Shires - Portfolio Holder for Finance, Estates & Property Services
Recommendations	<p><u>Recommendation 1</u> That Council approves a budget of £250k to be added to the 2025/26 capital programme, funded by borrowing, to allow the commencement of urgent high-priority substructure works to Cromer Pier.</p> <p><u>Recommendation 2</u> That delegated authority is granted to the Assets and Property Programme Manager, in consultation with the S151 Officer, to award a contract for the delivery of the works up to the approved budget.</p>
Reasons for recommendations	To allow necessary capital works to proceed in a timely manner.
Background papers	Appendix A: Pier Schedule of works

Wards affected	All
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	Daniel King Daniel.King@North-Norfolk.gov.uk

15. QUESTIONS RECEIVED FROM MEMBERS

None Received.

16. OPPOSITION BUSINESS

None Received.

17. NOTICE(S) OF MOTION

None Received.

18. EXCLUSION OF PRESS AND PUBLIC

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To pass the following resolution:

“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 information relating to Appendix A involves the likely disclosure of exempt information as defined in paragraph 3, Part 1 of schedule 12A (as amended) to the Local Government Act 1972.

This paragraph relates to: Para 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:

The information is commercially sensitive, relating to itemised pricing and lease negotiations. Releasing this information would be likely to prejudice the Council in obtaining best value, in the interests of council tax payers, and would reveal commercially sensitive pricing information of a third party.

19. PRIVATE BUSINESS