

Cabinet



Please contact: Democratic Services

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

Please Direct Dial on: 01263 516010

Friday, 26 September 2025

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Council Offices, Holt Road, Cromer, NR27 9EN on **Monday, 6 October 2025 at 10.00 am.**

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:democraticservices@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: youtube.com/@nndcedemocracy/streams

Emma Denny
Democratic Services & Governance Manager

To: Cllr W Fredericks, Cllr L Shires, Cllr T Adams, Cllr A Brown, Cllr H Blathwayt, Cllr C Ringer, Cllr J Toye, Cllr A Varley 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. TO RECEIVE APOLOGIES FOR ABSENCE

2. MINUTES

1 - 8

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 8th September 2025.

3. PUBLIC QUESTIONS AND STATEMENTS

To receive questions and statements from the public, if any.

4. DECLARATIONS OF INTEREST

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)

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. MEMBERS' QUESTIONS

To receive oral questions from Members, if any

7. RECOMMENDATIONS FROM OVERVIEW & SCRUTINY COMMITTEE

To consider any recommendations referred to the Cabinet by the Overview & Scrutiny Committee for consideration by the Cabinet in accordance within the Overview and Scrutiny Procedure Rules

8. FLASH - PUBLIC SECTOR DECARBONISATION GRANT

15 - 22

Executive Summary	<p>The Fakenham Leisure and Sports Hub is a project to deliver a 4 lane 25-meter swimming pool, extension to the gym, improvements to the current sports centre and a 3G all-weather pitch. The project is funded through the Government Levelling up fund.</p> <p>The Council has accepted a £150,000 grant towards works to decarbonise the existing Fakenham Fitness Centre from the Public Sector Decarbonisation Scheme (PSDS) administered by Salix.</p> <p>This report sets out the additional costs and impacts to the LUF funded project and seeks to add the scope of the Public Sector Decarbonisation Scheme works to the main Fakenham Leisure and Sports Hub project via</p>
--------------------------	--

	a variation to the contract.
Options considered	<p>To add the works covered within the scope of the Public Sector Decarbonisation Scheme funding to the main project via variation.</p> <p>To agree the Public Sector Decarbonisation Scheme works but to delay the completion of these until after the LUF funded project is complete.</p> <p>To reject the Public Sector Decarbonisation Scheme funding and not carry out the decarbonisation works to the existing sports centre beyond those which have already been included as part of the LUF funding.</p>
Consultation(s)	<ul style="list-style-type: none"> • Monitoring Officer • Section 151 Officer • Sustainability Team • Everyone Active (the Leisure operator of the centre)
Recommendations	To resolve to delegate to the s151 officer in consultation with the portfolio holders for Community, Leisure & Outreach (Including Health & Wellbeing), Climate Change & Net Zero, Finance, Estates & Assets and the Director of Service Delivery, the decision whether to include the Public Sector Decarbonisation Scheme works into the main Fakenham Leisure and Sports Hub project via variation to the contract, once the full capital and revenue implications are understood.
Reasons for recommendations	To ensure the Council meets its objectives in the Corporate Plan relating to “our journey to Net Zero”
Background papers	<p>Report to Full Council – 19 February 2025 (approval of Fakenham Sports Centre Decarbonisation in capital programme with allocated budget of £514,300)</p> <p>Report to Full Council – 27 March 2024</p> <p>Report to Cabinet – 6 September 2025</p>

Wards affected	Fakenham wards (Lancaster North and South); and wards in the west of the district including Briston, Priory, Stibbard, Stody, The Raynham, Walsingham; Wells with Holkham.
Cabinet member(s)	<p>Cllr Adam Varley, Portfolio Holder for Climate Change & Net Zero</p> <p>Cllr Liz Withington, Portfolio Holder for Community, Leisure & Outreach</p>

Contact Officer	<p>Steve Hems Director of Service Delivery (Deputy Chief Executive) steve.hems@north-norfolk.gov.uk</p> <p>Kate Rawlings Climate & Environmental Policy Manager kate.rawlings@north-norfolk.gov.uk</p>
------------------------	---

9. FIVE-YEAR HOUSING LAND SUPPLY POSITION (2025-2030)

23 - 44

Executive Summary	This report sets out the Council's latest five-year housing land supply position as at 31 March 2025. Based on the standard method (2021 NPPF, transitional), the Council can demonstrate a 7.3 year supply. When assessed against the emerging Local Plan requirement, the supply is 7.0 years. Both figures confirm a deliverable supply well in excess of the minimum, ensuring full weight can be given to Local Plan policies in decision-making.
Options considered	There are no alternative options. The Council is required by national policy to monitor and publish its five-year housing land supply position annually.
Consultation(s)	No internal or external consultation has been necessary. The Five-Year Housing Land Supply Statement is a factual monitoring report prepared in accordance with national policy requirements.
Recommendations	<p>That Cabinet:</p> <ol style="list-style-type: none"> Notes the Council's five-year housing land supply position (7.3 years against the standard method; 7.0 years against the emerging Local Plan requirement). Agrees that the position statement be published and used in decision-making.
Reasons for recommendations	<ul style="list-style-type: none"> To comply with the requirement in the National Planning Policy Framework (NPPF) to identify and update annually a five-year supply of deliverable housing sites. To provide clarity and certainty for planning decision-making. To confirm that the Council is not subject to the NPPF's "presumption in favour of sustainable development" which applies where a five-year supply cannot be demonstrated.

Background papers	Five-Year Housing Land Supply Statement 2025–2030 (North Norfolk District Council, September 2025)

Wards affected	All
Cabinet member(s)	Cllr Andrew Brown
Contact Officer(s)	Sarah Tudhope, Senior Planning Officer (author) sarah.tudhope@north-norfolk.gov.uk Iain Withington, Planning Policy Manager iain.withington@north-norfolk.gov.uk

10. LEASE RENEWAL - RNLI SHERINGHAM

45 - 48

Executive Summary	<p>The Royal National Lifeboat Institution (RNLI) currently holds a 99-year ground lease at Sheringham Promenade, established in 1935 and set to expire in 2034. This lease enabled the construction of the lifeboat station and slipway, which have supported the RNLI's critical lifesaving operations in North Norfolk.</p> <p>Following a recent structural survey, safety concerns were raised regarding the condition of the lifeboat station, prompting a temporary closure earlier this year. In response, the RNLI has been actively exploring repair options and has formally requested an early renewal of the lease.</p> <p>Their intention to invest in substantial building repairs and improvements, ensuring the long-term viability of their operations at Sheringham.</p> <p>To support this, officers recommend granting the RNLI a new 25-year lease under terms broadly consistent with the existing agreement.</p>
Options considered	Alternative options would be not to renew the lease, however this has been discounted as it would undermine the tenant's ability to invest in essential building improvements, compromise the long-term operation and lifesaving services undertaken from the site.
Consultation(s)	<p>Cllr Lucy Shires - Portfolio Holder for Finance, Estates & Property Services</p> <p>Cllr Liz Withington – Local Member, Portfolio Holder for Community, Leisure & Outreach</p> <p>Daniel King – Assistant Director for Finance and Assets</p> <p>Cara Jordan - Monitoring Officer</p>

Recommendations	<p>Resolution for Cabinet to approve:</p> <ul style="list-style-type: none"> • A Lease renewal of a 25-year lease to the RNLI • Delegate approval to the Asset Strategy Manager to finalise and agree the exact terms of the above legal agreement
Reasons for recommendations	To enable the RNLI to repair the building and recommence lifesaving services from the lifeboat station.
Background papers	None.

Wards affected	Sheringham
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	Renata Garfoot, Asset Strategy Manager. Renata.Garfoot@North-Norfolk.gov.uk

11. HENRY BLOGG MUSEUM, ROCKET HOUSE CROMER

49 - 56

Executive Summary	<p>The Rocket House building, a multi-let property with community facilities on Cromer promenade, plays a vital role in public accessibility and local services.</p> <p>Investigations in 2023 & 2024 identified defective subfloor drainage beneath the public conveniences as a major cause of damp, which would have avoided the need for full building tanking. Refurbishment works in early 2025 addressed these isolated issues, but monitoring shows damp persists where the rear wall meets the cliff, requiring further action.</p> <p>Consultants have been engaged to and provided a cost plan amounting to £367,484 for the tanking works and repairs and reinstatement of the internal fabric of the building.</p> <p>Heads of Terms for a new lease with the RNLI are under discussion to support the return of the Henry Blogg Museum and secure the building's long-term use.</p>
Options considered	1. Restore museum to lettable standard and agree heads of terms with RNLI. This will

	<p>require extensive damp proofing works and repairs to the internal fabric of the building allowing reinstatement of the museum.</p> <p>2. Seek new tenant or alternate use of the museum space. Discounted due to earlier Cabinet decisions seeking the return of the RNLI to the building.</p>
Consultation(s)	<p>RNLI Property team Cllr Tim Adams – Leader of the Council Steve Blatch – Chief Executive Cllr Lucy Shires - Portfolio holder for Finance, Estates and Property Services Renata Garfoot - Asset Strategy Manager</p>
Recommendations	<ul style="list-style-type: none"> • Delegate to the Asset & Property Programme Manager in consultation with the s151 Officer to utilise any remaining capital budget to undertake all works set out in the detailed cost plan dated 11 September 2025 as shown in Appendix A. • Delegate to the Estates and Asset Strategy Manager in consultation with the s151 Officer to enter into a lease based on terms listed in Appendix B.
Reasons for recommendations	<p>Address the ongoing damp issues within the Rocket House building and implement measures to improve its energy performance to support future letting and sustainability.</p> <p>Support the reinstatement of the RNLI Museum in Cromer by ensuring suitable accommodation within the building.</p> <p>To facilitate the Reoccupation of the building and to ensure its use as a key community heritage and visitor asset.</p>
Background papers	<p>Appendix A: Programme of works & Cost plan</p> <p>Appendix B: Summary of proposed lease agreement between NNDC and RNLI. (both appendices are exempt) Cabinet reports September 2023 & January 2024.</p>

Wards affected	Cromer Town & Suffield Park
Cabinet member(s)	Cllr Shires, Portfolio Holder for Finance, Estates and Property Services
Contact Officer	Russell Tanner, Asset and Property Programme Manager, russell.tanner@north-norfolk.gov.uk

12. EXCLUSION OF PRESS AND PUBLIC

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 of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A (as amended) to the Act.”

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 commercial options being considered by the authority. Releasing this information would be likely to have a prejudicial impact upon third parties as well as the Council in obtaining best value.

13. PRIVATE BUSINESS

57 - 86

Two exempt appendices to Agenda Item 11, Henry Blogg Museum, Rocket house, Cromer.