

Cabinet



Please contact: Democratic Services

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

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Friday, 26 June 2026

A meeting of the **Cabinet** of North Norfolk District Council will be held in the Chamber at the Council Offices, Holt Road, Cromer, NR27 9EN on **Monday, 6 July 2026 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 L Shires, Cllr T Adams, Cllr A Brown, Cllr H Blathwayt, Cllr C Ringer, Cllr J Toye, Cllr A Varley, Cllr L Withington and Cllr J Boyle

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

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A G E N D A

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. MINUTES

1 - 6

To approve, as a correct record, the minutes of the meeting of the Cabinet held on 01 June 2026

3. PUBLIC QUESTIONS AND STATEMENTS

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

4. DECLARATIONS OF INTEREST

7 - 12

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

The following recommendation was made at the Overview & Scrutiny Committee meeting held on 10th June:

AGENDA ITEM 10: Reporting progress implementing Corporate Plan 2023-27 Action Plan- to end of Q4

RESOLVED to recommend to Cabinet:

- For Cabinet to contact local diocese' for information on what non-faith services and community projects they provide in the district for local communities.

8. 2025/26 OUTTURN REPORT

13 - 68

Executive Summary	<p>This report presents the provisional outturn position for the 2025/26 financial year which shows a General Fund underspend of £0.354m. It also provides an update in relation to the Council's capital programme and use of reserves.</p> <p>The position will be used to inform the production of the Statutory accounts which will</p>
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	<p>then be subject to audit by the Council's external auditors.</p> <p>The report makes recommendations for contributions to reserves.</p>
Options considered	None - This is a factual report of the financial year end position for 2025/26.
Consultation(s)	None – This is a factual report of the financial year end position for 2025/26.
Recommendations	<p>Members are asked to consider the report and recommend the following to full Council:</p> <p>a) The provisional outturn position for the General Fund revenue account for 2025/26 (as shown in Appendix A);</p> <p>b) The transfers to and from reserves as detailed within the report (and Appendix C);</p> <p>c) The surplus of £0.354m proposed to be transferred to the General Reserve</p> <p>d) The balance on the General Reserve of £4.266m. (Please note does not currently include the above surplus of £0.354m)</p> <p>e) The financing of the 2025/26 capital programme as detailed within the report and at Appendix D.</p> <p>f) The updated capital programme for 2026/27 to 2031/32 and scheme financing as outlined within the report and detailed at Appendix E;</p> <p>g) Approval of additional funding to cover capital project overspends of £0.012m as detailed in paragraph 5.7.</p> <p>h) Approval of capital project budget roll-forwards from 2025/26 into 2026/27 paragraph 5.10.</p> <p>i) To note the addition of £26,834 towards Property Services Electric Vehicles, to be funded by the Asset Management Reserve over a four-year lease period. This budget has been approved by the Deputy s151 Officer under constitutional powers.</p> <p>j) To approve the addition of £188,539 to renovate Fakenham Play Area to be funded from capital s106 Contributions in 2026/27.</p> <p>k) To approve the addition of £0.100m to the Community Housing Fund (Grants to Housing Providers) project, to be funded by Capital Receipts following a repaid grant in 2025/26.</p> <p>l) To approve the updated Cromer Coast</p>

	<p>Protection Scheme budget to reflect that the approved RFCC (Environment Agency) grant has been awarded to the Mundesley Coastal Defences project only. This leaves the 2025/26 budget as £1,037,656. This is a movement of budget from the Cromer scheme to the Mundesley Scheme to meet grant conditions.</p> <p>m) To approve the updated Mundesley Coastal Management Scheme budget to reflect that the approved RFCC (Environment Agency) grant has been awarded to the Mundesley Coastal Management Scheme project only. This leaves the 2025/26 budget as £998,217. This is a movement of budget from the Cromer scheme to the Mundesley Scheme to meet grant conditions.</p>
Reasons for recommendations	To provide a draft outturn position for the General Fund, Capital Accounts and Reserves which will form the basis to produce statutory accounts for 2025/26. Also to provide a draft opening position for the financial year 2026/27.
Background papers	Budget report, Budget Monitoring reports, NDR3 return

Wards affected	All
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	Daniel King Assistant Director Finance & Assets Daniel.King@north-norfolk.gov.uk

9. DEBT RECOVERY 2025-26

69 - 92

Executive Summary	<p>This is an annual report detailing the council's collection performance and debt management arrangements for 2025/26. It includes:</p> <ul style="list-style-type: none"> ▪ A summary of debts written off in each debt area showing the reasons for write-off and values. ▪ Collection performance for Council Tax and Non- Domestic Rates. ▪ Level of arrears outstanding ▪ Level of provision for bad and doubtful debts
Options considered.	To leave the write-off limits as they currently are or to increase these to a higher figure.

Consultation(s)	We are pleased to reach this year's collection performance for council tax & Non-Domestic (Business) Rates whilst also working hard to reduce avoidance and fraud which with the cost-of-living crisis, second home premiums introduced and changes to Retail, Hospitality and Leisure relief to businesses has been a more difficult time to for enforcement.
Recommendations	That Cabinet recommends to Full Council to: <ol style="list-style-type: none"> 1. approve 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. approve the continued delegated authority as shown in appendix 2 for write offs.
Reasons for recommendations	The recommendations ensure the Council makes best use of its staff resources and manages its finances to ensure best value for money.
Background papers	Corporate Debt Management and Recovery Policy -Appendix 1; Debt Write Off Policy - Appendix 2 and Recovery Methods including Enforcement Agent Code of Practice and Enforcement Agent Instructions - Appendix 3.

Wards affected	All wards
Cabinet member(s)	Lucy Shires
Contact Officer	Sean Knight Revenues Manger Sean.Knight@north-norfolk.gov.uk

10. HOUSING BUDGETS 2026/27

93 - 98

Executive Summary	<p>North Norfolk District Council will claim 25% of the additional income raised from the 200% Council Tax charge for Second Homes.</p> <p>As was the case in 2025/26, NNDC proposes to use this additional income to mitigate the potential impact of high levels of Second and holiday homes - to help tackle homelessness and support building of more affordable homes for local households</p> <p>This report provides details of housing projects it is proposed to fund from the additional income</p> <p>This use is reflected in the 2026/27 Capital</p>
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	programme and the Out-turn report 2025/2026.
Options considered	<ul style="list-style-type: none"> - Not to claim any of the additional Council Tax income from the 200% levy on Second Homes - To claim the additional income and use to support general council spending
Consultation(s)	Portfolio Holder for Housing and Peoples' Services. Officers in Finance, Housing Options, Estates and Property Services
Recommendations	It is recommended that Cabinet agree the proposed use of additional income from Second Homes Council Tax to fund the housing projects set out in this report.
Reasons for recommendations	To seek approval for the use of resources to help tackle homelessness and housing need
Background papers	Local Authority Housing Fund Round 4 – Purchase of Temporary Accommodation – Cabinet April 2026

Wards affected	Districtwide
Cabinet member(s)	Cllr. Jill Boyle, Portfolio Holder for Housing and Peoples' Services
Contact Officer	Nicky Debbage, Housing Strategy & Delivery Manager, nicky.debbage@north-norfolk.gov.uk

11. **COASTAL ADAPTATION PILOT - EXTENDING DELIVERY OF COASTWISE** 99 - 114

Executive Summary	<p>Coastwise is delivering the Corporate Plan objective “Realising the opportunities of external funding to secure a sustainable future for our coastal communities through transition and adaptation responses”.</p> <p>The Coastal Adaptation Pilot (CAP) provides an opportunity to extend the project to continue to implement local actions and trial new longer-term initiatives. The learning continues to contribute to the national discussion for action to prepare communities impacted by coastal erosion.</p> <p>It is recommended that NNDC take forward the CAP opportunity and secure or allocate the required funding contribution.</p>
Options considered	Not to proceed with the Coastal Adaptation Pilot extension to Coastwise and not take

	<p>forward the ongoing work and opportunity to better prepare our communities for coastal erosion or to contribute to national learning and approaches into coastal erosion adaptation. This approach is not recommended as it will not meet the Corporate Plan objectives or support the delivery of the adopted Shoreline Management Plan.</p>
Consultation(s)	<p>This report has been developed in consultation with the Coastwise Project Board, Coastal Portfolio Holder, Director of Resources and Environment Agency. The development of this next phase of Coastwise has also included consultation with the wider Coastal Transition Pilot local authorities including Great Yarmouth Borough Council, East Suffolk Council and East Riding of Yorkshire Council.</p>
Recommendations	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1. Agrees to participate in the Coastal Adaptation Pilot (CAP) programme, accepting grant funds to continue the delivery and to further develop the Coastwise initiative under the existing governance arrangements. 2. Delegates to the Coastal Manager, in consultation with the Coastal Portfolio Holder and Director of Resources, the formulation of the updated business case and submission to the Environment Agency. 3. Recommends to Full Council, the allocation of up to £500,000 as match funding for the programme, to be sourced from reserves if Local Levy (from the Regional Flood and Coastal Committee, RFCC) or other grant sources is not forthcoming. 4. To extend the contracts of existing Coastwise personnel to the end of March 2029.
Reasons for recommendations	<p>To enable continued development and delivery of Coastal Adaptation activity, supporting local at-risk communities and contributing towards national policy development.</p> <p>To maintain the momentum established by the Coastwise initiative, the success of which has been recognised by the proposed inclusion of North Norfolk District Council as a participating</p>

	authority in the Coastal Adaptation Pilot programme.
Background papers	<ul style="list-style-type: none"> • Coastal Transition Accelerator Programme Outline Business Case • Coastwise Communications and Engagement Plan • Coastal Adaptation Pilot Principles (EA) • Coastwise Board papers

Wards affected	Coastal, Sheringham South, Sheringham North, Beeston Regis and the Runtons, Cromer Town, Suffield Park, Poppyland, Roughton, Mundesley, Bacton, Happisburgh
Cabinet member(s)	Cllr Harry Blathwayt – Portfolio Holder for the Coast
Contact Officer	Rob Goodliffe – Coastal Manager – Rob.Goodliffe@north-norfolk.gov.uk – 01263 516321

12. LOCAL PLAN REVIEW: SCOPING CONSULTATION

115 - 176

Executive Summary	This report covers the early stages of Plan review and the requirement to undertake a scoping consultation
Options considered	None
Consultation(s)	Portfolio holder
Recommendations	<p>That Cabinet resolves:</p> <ol style="list-style-type: none"> 1) To progress the scoping consultation based on the material detailed in Appendix 1 in line with Government expectations, statute requirements and the project timescales. 2) Delegate authority to the Planning Policy Manager to make any further necessary non-material modifications including consultation set up format as required.
Reasons for recommendations	To maintain an up-to-date Local Plan and to comply with statutory requirements in order to

	provide appropriate planning policy and guidance for the district.
Background papers	Plan-making regulations explainer - GOV.UK This is an explainer of the emerging regulations for the new plan-making system..

Wards affected	All
Cabinet member(s)	Cllr Andrew Brown
Contact Officer	Caroline Dodden, Senior Planning Officer Caroline.dodden@north-norfolk.gov.uk

13. LOCAL PLAN REVIEW GOVERNANCE ARRANGEMENTS

177 - 188

Executive Summary	This report covers the requirement to review the Planning Policy & Built Heritage Working Party 'Terms of Reference' and to agree appropriate governance arrangements for the preparation of the Local Plan review under the new Local Plan making system.
Options considered	<ol style="list-style-type: none"> 1) Establish a 'Local Plan & Conservation Task Group' 2) Exclude Conservation, Landscape and Design oversight from the proposed new governance arrangements to focus solely on the Local Plan 3) Continue with the direct approach of taking all decisions to Cabinet.
Consultation(s)	Portfolio Holder for Planning & Enforcement
Recommendations	<p>That Cabinet agrees to:</p> <ol style="list-style-type: none"> 1) Replace the current Planning Policy & Built Heritage Working Party with a new Local Plan & Conservation Task Group 2) Adopt the Local Plan & Conservation Task Group 'Terms of Reference' <p>and recommend that Full Council:</p> <ol style="list-style-type: none"> 1) Approves changes to the overall Committee seat allocations, ensuring that political balance rules are reflected. 2) Approves any consequential changes to the Constitution arising from the establishment of the new

	<p>Local Plan & Conservation Task Group</p> <p>3) Receives nominations from the Group Leaders to appoint Members and substitutes to the Task Group (in line with recommendation 3 above).</p>
Reasons for recommendations	To recognise the requirements and statutory obligations of the new planning system, as introduced through the 2023 Levelling Up and Regeneration Act and the 2025 Planning and Infrastructure Act, and to provide appropriate governance arrangements for Member engagement and decision making in producing a new Local Plan.
Background papers	<p>Plan-making regulations explainer - GOV.UK</p> <p>This explains the emerging regulations for the new plan-making system.</p>

Wards affected	All
Cabinet member(s)	Cllr Andrew Brown
Contact Officer	David Glason, Assistant Director for Planning david.glason@north-norfolk.gov.uk

14. DELEGATED DECISIONS JANUARY 2026 ONWARDS

189 - 196

Executive Summary	This report details the decisions taken under delegated powers from January 2026.
Options considered	Not applicable – the recording and reporting of delegated decisions is a statutory requirement.
Consultation(s)	Consultation is not required as this report and accompanying appendix is for information only. No decision is required, and the outcome cannot be changed as it is historic, factual information.
Recommendations	To receive and note the report and the register of decisions taken under delegated powers.
Reasons for recommendations	The Constitution: Chapter 6, Part 2, details the functions which are delegated to officers. In addition, it requires that any exercise of such powers should be reported to the next meeting of Council, Cabinet or working party (as

	<p>appropriate).</p> <p>The law requires the Council to record executive and non-executive decisions taken by officers under delegated powers and to publish them on the Council's website.</p> <p>These requirements apply to decisions that would have been taken by Council or the Cabinet if delegated powers had not been given to an officer either -</p> <ul style="list-style-type: none"> • under an express delegation granted at a meeting of Cabinet, Council or a Committee. • Or under a general delegation (where responsibility is delegated in the Constitution)
Background papers	Signed decision forms

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

15. MARRAMS BOWLS CLUB OPTIONS

197 - 210

Executive Summary	<p>This report outlines three options for the future of the Marrams Club House site in Cromer, a Council owned asset currently occupied by the Marrams Bowls Club. The building is in poor condition, with significant roof deterioration and water ingress, and requires substantial investment to remain a usable asset.</p> <p>Consultation has taken place with stakeholders including The Club which supports Option 2 in principle but has previously opposed redevelopment proposals.</p> <p>The report recommends that Cabinet does not proceed with Option 1 or Option 3. It recommends that Option 2 to dispose of the Bowls Club and Putting Greens is taken forwards subject to conditions, and officers are instructed to agree complete the disposal.</p>
Options considered	<ul style="list-style-type: none"> • Option 1: Renew the lease and

	<p>undertake roof upgrade works.</p> <ul style="list-style-type: none"> • Option 2: Transfer the freehold to the Marrams Bowls Club inclusive of the Putting Greens. • Option 3: Demolition of existing buildings and redevelopment.
Consultation(s)	<p>Colin Brown - Leisure and localities Services Manager Bowls Club Tenant Putting Greens Licensee Local members</p>
Recommendations	<p>That Cabinet resolves to: Provide approval for officers to proceed with Option 2 to transfer the freehold of the Property, known as the Marrams Bowls Club and Marrams Putting Greens, to the Marrams Bowls Club.</p> <p>Delegate authority to the Asset Strategy Manager or the Assistant Director for Finance and Assets to agree to the final terms of the transfer.</p>
Reasons for recommendations	<ol style="list-style-type: none"> 1) Not to proceed with Option 1 - due to the level of investment required to undertake the repairs and the continued liability the Council would hold for the buildings. 2) Option 2 is recommended because it provides a sustainable long-term solution that supports continued community use of the Bowls Club while addressing the constraints of the site and reducing the Council's future maintenance liabilities. <p>A freehold transfer can be lawfully progressed under Section 123 of the Local Government Act 1972, as the proposal meets the requirements of the General Disposal Consent (England) 2003, enabling disposal at less than best consideration where it demonstrably promotes community wellbeing. The Bowls Club's established health, social and economic benefits provide a clear basis for relying on this exemption.</p>

	<p>Progression of the transfer would remain subject to legal due diligence, the inclusion of appropriate safeguards such as pre-emption rights and restrictive covenants, and confirmation that the Bowls Club is willing and able to proceed with the transfer.</p> <p>3) Redevelopment - This option has not been considered further due to the capital investment required and the Bowls Club not being supportive of proposed development.</p>
Background papers	Cabinet Report 29 June 2023

Wards affected	Cromer Town
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	Milo Creasey – Surveyor – Milo.creasey@north-norfolk.gov.uk Renata Garfoot – Estates and Asset Strategy Manager – Renata.garfoot@north-norfolk.gov.uk

16. CROMER FILM LOCATION PROPOSAL

Executive Summary	This report provides details of a proposal for a major film production to be based in Cromer and the District Council’s in-kind and financial support for the production, recognising the significant direct local spend associated with the production during on site filming and secondary spend anticipated by tourist visitors having seen the film through national release.
Options considered	To not engage with the film location search and miss the direct and indirect opportunities presented by this proposal for North Norfolk with the film being made elsewhere in the UK
Consultation(s)	With Norfolk Screen, the Economic Development team at Norfolk County Council and Epic Studios, Norwich
Recommendations	That the Cabinet approves the Council’s in-kind and financial support for the film production as detailed within the report.
Reasons for recommendations	Support for the basing of this film in Cromer recognising the significant direct local spend associated with the production during on site filming and secondary spend

	anticipated by tourist visitors having seen the film through national release.
Background papers	2023 – 2027 Corporate Plan

Wards affected	Cromer Town and Suffield Park
Cabinet member(s)	Cllr Tim Adams, Leader of the Council
Contact Officer	Steve Blatch, Chief Executive Email:- steve.blatch@north-norfolk.gov.uk Tel:- 01263 516232

Please note that the report is confidential and will be discussed under Private Business (Agenda item 18)

17. 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 items 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.”

Information in the appendix (agenda item 15) and the report (agenda item 16) 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 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.

18. PRIVATE BUSINESS

211 - 224

1. Agenda item 15: Marrams Bowls Club – Exempt Appendix
2. Agenda Item 16: Cromer Film Location Proposal – Exempt report