

Council



Please contact: Democratic Services

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

Please Direct Dial on: 01263 516010

12th May 2026

The **Annual General Meeting** of the **Council** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 20 May 2026 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 & 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

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
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A G E N D A

1. OUTGOING CHAIR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive announcements from the outgoing Chair, included the presentation of cheques to nominated charities.

2. ELECTION OF CHAIR

To elect a Chair of the Council for the ensuing year.

3. INCOMING CHAIR'S COMMUNICATIONS

To receive the incoming Chair's communications.

4. ELECTION OF VICE-CHAIR OF THE COUNCIL

To elect a Vice-Chair of the Council for the ensuing year.

5. VOTE OF THANKS TO THE RETIRING CHAIR AND VICE-CHAIR

6. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

7. MINUTES

1 - 14

To confirm the minutes of the meeting of the Council held on 25 March 2026.

8. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

15 - 20

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)

9. 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.

10. LEADER'S ANNOUNCEMENTS

To receive announcements from the Leader, if any.

11. UPDATE BY CHIEF EXECUTIVE

To receive a verbal update from the Chief Executive, if anything to report.

12. REVIEW OF POLITICAL BALANCE AND ALLOCATION OF SEATS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND

21 - 32

PANELS.

Executive Summary	<p>A recent central government consultation entitled "Planning committee reform: statutory consultation on draft Regulations and guidance, included draft regulations setting a limit on the size of committees responsible for determining planning applications (Development Committee). The current committee has 14 members and the maximum size set out in the new regulations is 13 members.</p> <p>A report was taken to Development Committee on 30th April (Appendix A) seeking a steer from committee members on the preferred size and members agreed to recommend a committee of 13 members.</p> <p>Following a change to the size of a committee, the Council is required to review the allocation of seats on committees, sub committees and working parties to ensure that they reflect the political balance of the Council, in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made thereunder.</p>
Options considered	<p>This is a statutory report and Full Council is required to approve any change to the political balance and the allocation of seats on committees. Alternative options are therefore not presented.</p>
Consultation(s)	<p>Members of Development Committee have recommended a reduction in the size of the Committee by one member. It is therefore necessary to review the allocation of seats on committees, sub-committees, working parties and panels.</p>
Recommendations	<ol style="list-style-type: none">1. That Council approves the change to the size of Development Committee from 14 members to 13.2. That Council approves the allocation of seats to political groups as shown at Appendix B, taking into consideration any arrangements agreed by the Group Leaders3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties & panels.

Wards affected	All
Contact Officer	Emma Denny, Democratic Services & Governance Manager, emma.denny@north-norfolk.gov.uk ,

13. REPORT ON APPOINTMENT OF MEMBERS TO CABINET

The Leader will inform Council of any changes to appointments to Cabinet.

14. APPOINTMENT OF MEMBERS AND SUBSTITUTES TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS

AGENDA NOTE:

If the Council is to approve alternative arrangements for appointments to a committee other than those required by law on political balance, it must be without any member voting against them.

Members are reminded of the requirement for committee members and substitutes on Development Committee and the Licensing Committees to have undertaken the necessary training. The same requirement applies to the Employment & Appeals Committee.

Cabinet members and the Chairman of Governance, Risk & Audit Committee cannot sit or substitute on the Overview & Scrutiny Committee.

Recommendation:

That Council appoints members and substitutes to committees, sub-committees, working parties and panels for 2026/2027, in line with the allocation of seats as set out at agenda item 11.

Please note that the list of proposed appointments will be circulated prior to the meeting.

15. APPOINTMENT OF CHAIRS AND VICE-CHAIRS TO COMMITTEES

AGENDA NOTE:

The Chair of the Overview and Scrutiny Committee should be drawn from the main opposition group and the Vice-Chair from the ruling group, as set out in the Council's Constitution (Chapter 4)

Recommendations:

- 1. To appoint Chairs and Vice-Chairs to Committees for 2026/2027**
- 2. To note the appointment of Chairmen and Vice-Chairmen of Executive sub-committees and working parties for 2026/2027.**

Please note that Chairmen and Vice-Chairmen of Executive sub-

committees and working parties are not Council appointments and are therefore provided for noting only.

The list of nominations will be circulated prior to the meeting.

16. APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

Recommendation:

1. To **approve** Council appointments to Outside Bodies and Joint Committees (Appendix A – to follow)
2. To **approve** the Overview & Scrutiny Committee’s appointment to the Norfolk Health Overview and Scrutiny Committee (Appendix B)
3. To **note** Executive appointments to Outside Bodies and Joint Committees (Appendix C – to follow)

Please note that some appointments to Outside Bodies are made by the Executive (Cabinet) not Full Council and are therefore provided for noting only. The final list will be circulated prior to the meeting.

17. COUNCILLOR ACCESS TO THE LOCAL GOVERNMENT PENSION SCHEME (LGPS)

33 - 36

<p>Executive Summary</p>	<p>In October 2025, the Government launched a consultation on proposed changes to the Local Government Pension Scheme (LGPS), including restoring access for councillors and extending access to certain elected mayors in England.</p> <p>The objectives included supporting recruitment and retention in local government, promoting diversity, and achieving consistency with arrangements in devolved administrations.</p> <p>The Local Government Pension Scheme (Elected Member Pensions) Regulations 2026 amended the LGPS Regulations to reinstate access for councillors in England and came into force in April 2026. Under these revised arrangements:</p> <ul style="list-style-type: none"> - councillors are eligible to join the LGPS in respect of their elected role; - pensionable pay is based on eligible allowances (not expenses); and - elected membership is treated distinctly from any LGPS membership arising from any other local government employment.
<p>Options considered</p>	<p>No alternative options are proposed.</p>

Consultation(s)	This report reflects a change in national legislation following a government consultation undertaken in 2025.
Recommendations	That Council resolves to: <ol style="list-style-type: none"> 1. Note the recent legislative changes restoring access to the LGPS for councillors in England on an opt-in basis from Monday 11 May 2026, 2. Amend the Members Allowances Scheme to reflect the change.
Reasons for recommendations	To ensure the Members Allowances Scheme reflects this legislative change.

18. DEVELOPMENT MANAGEMENT SERVICE - RESOURCE REVIEW

37 - 50

Executive Summary	<p>This report sets out resourcing options for the Development Management Service to ensure it can deliver timely planning decisions in the wider public interest following adoption of the Councils Local Plan on 17 December 2025 and the current/expected increase in planning application submissions.</p> <p>With increased planning fee income, now is the right time to review resourcing options to ensure a clearer division of labour and increased resource capacity to help maximise the value of skills and experience already in the team and drive forward improved planning outcomes and timeliness of decision making.</p>
Options considered	<ul style="list-style-type: none"> • Option One – Do Nothing (Not Recommended) • Option Two – Re-Assign Staffing Across the Wider Planning Service (Not Recommended) • Option Three – Managed Growth (Recommended) which includes the creation of four new posts
Consultation(s)	Consultations have been undertaken with the HR Advisor for Planning, Group Accountant, S151 Officer and the Monitoring Officer.
Recommendations	<ul style="list-style-type: none"> • APPROVE “Option Three – Managed Growth” as set out in the report across paragraphs 3.14 to 3.30 to deliver a re-structured DM Service as set out at Appendix A Figure 2 • Authorise immediate recruitment to the four new posts.

Reasons for recommendations	To ensure the Development Management Service is appropriately resourced reflecting increased application workload following adoption of the Council's Local Plan
Background papers	N/A

Wards affected	N/A
Cabinet member(s)	Cllr Andrew Brown (Planning Portfolio Holder)
Contact Officer	Geoff Lyon, Development Manager geoff.lyon@north-norfolk.gov.uk

19. **PLANNING POLICY RESOURCES: LOCAL PLAN REVIEW & SENIOR LANDSCAPE (ECOLOGY) OFFICER** 51 - 62

Executive Summary	<p>In line with the immediate Local Plan Review project proposal agreed by Cabinet on 9 March 2026, in order to meet the 30 month review timeline as detailed by the government, a review of resources identifies that a further two professional Planning Policy Officers will be required to take the project forward. This report also seeks the reinstatement of the Planning Policy Manager role, with the Team Leader role being deleted from the establishment. These will be supported by recently announced MHCLG New System Plan Funding.</p> <p>In addition, with additional responsibilities imposed upon the Council as the Local Planning Authority through Nutrient Neutrality & Biodiversity Net Gain, the Senior Landscape Officer (Ecology) post requires additional hours which will be funded by a new Biodiversity Net Gain monitoring fee, now being collected from developers.</p>
Options considered	<p>Option 1 Do Nothing (Not Recommended) Option 2 Re-Assign Staff Across the Wider Planning Service (Not Recommended) Option 3 – Managed Growth through the creation of two new planning policy officer posts (1 x Senior Planning Policy Officer and 1 x Planning Policy Officer), replacing the Team Leader role with a Planning Policy Manager post and strengthening the Senior Landscape Officer (Ecology) position (Recommended).</p>

Consultation(s)	Corporate Leadership Team including the S151 Officer and the Monitoring Officer, HR Advisor for Planning and Group Accountant.
Recommendations	In order to deliver the Local Plan Review within the 30-month timeframe, to approve Option Three and progress the immediate appointment of: 1 x Planning Policy Manager (removing the Team Leader role from the establishment), 1 x Senior Planning Policy Officer & 1 x Planning Policy Officer as detailed in the report. Also, approve the additional hours for the Senior Landscape Officer (Ecology) post.
Reasons for recommendations	To ensure the Planning Policy team is appropriately resourced in order to maintain an up-to-date Local Plan, to comply with statutory requirements and to maintain appropriate planning policy guidance for the district. Also, to meet the additional responsibilities imposed upon the Council as the Local Planning Authority through Nutrient Neutrality & Biodiversity Net Gain.
Background papers	Local Plan Review – Cabinet paper 9 March 2026. Corporate Leadership Team (CLT) project proposal 28 April 2026.

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

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