

# COUNCIL

Minutes of a meeting of North Norfolk District Council held on 24 May 2017 at the Council Offices, Holt Road, Cromer at 6.00 pm.

## Members Present:

Mrs S Arnold	Mr S Hester	Mr E Seward
Mr D Baker	Mr J Lee	Mr S Shaw
Mr P Butikofer	Mrs B McGoun	Mr R Shepherd
Mrs S Butikofer	Mrs M Millership	Mr B Smith
Mrs A Claussen-Reynolds	Mr W J Northam	Mr D Smith
Mrs H Cox	Mrs J Oliver	Mr N Smith
Mr N Dixon	Miss B Palmer	Mr R Stevens
Mrs J English	Mr N Pearce	Mrs V Uprichard
Mrs A Fitch-Tillett	Mr R Price	Mrs L Walker
Mr T FitzPatrick	Mrs M Prior	Mrs K Ward
Mr V FitzPatrick	Mr J Punchard	Mr G Williams
Ms V R Gay	Mr J Rest	Mr A Yiasimi
Mrs A Green	Mr R Reynolds	Mr D Young
Mrs P Grove-Jones	Mr P Rice	
Mr B Hannah		

**Officers in Attendance:** The Corporate Directors, the Monitoring Officer, the Head of Finance & Assets, the Media & Campaigns Officer and the Democratic Services Manager

**Press:** Present

## 1. PRAYERS

The Chairman invited Reverend James Porter, Cromer Parish Church with St Martins to lead prayers. He began by asking Members to observe a minutes silence to remember the victims of the recent terror attack in Manchester.

## 2. PRESENTATION OF AWARD TO DEMOCRATIC SERVICES

Christine Christensen of the National Association of Civic Officers (NACO) presented the award for second place in the Civic Team of the Year awards to the Democratic Services Manager.

The Chairman said that the Council was delighted to receive such a prestigious national award.

## 3. PRESENTATION TO THE CHAIRMAN'S CHARITIES

The Chairman informed Members that he had recently attended the annual presentation evening for Cromer Youth Football Club and had been very proud to present them with a cheque for £1125.23 for funds raised during his year as Chairman. He then invited Tim Jenkins from his other nominated charity, the Fishermen's Mission, to accept a cheque for £1,125.23.

#### **4. OUTGOING CHAIRMAN'S COMMUNICATIONS**

The Chairman said that it was very hard to talk about such an enjoyable year in light of the recent terrorist attack in Manchester. He said that his year in office had begun with a highlight – the Royal Garden Party at Buckingham Palace. Other memorable events included the welcoming of royalty to the District and the hosting of two new events – Merchant Navy Day and a service for volunteers. He had been delighted to host the Big Society Awards which recognised the role of volunteers

The Chairman concluded by thanking everyone who had attended his events and the Corporate PA team and Democratic Services for their support in organising them. He then thanked his wife, Donna, without whom the year would have been impossible.

#### **5. ELECTION OF CHAIRMAN**

It was proposed by Mr T FitzPatrick, seconded by Mrs J Oliver that Mr R Shepherd be elected Chairman. There being no other nominations, it was unanimously

##### **RESOLVED that**

Mr R Shepherd be elected Chairman of the Council for the ensuing year.

Mr J Lee then vacated the Chair in favour of Mr Shepherd.

#### **6. INCOMING CHAIRMAN'S COMMUNICATIONS**

Mr Shepherd began by saying that it was a huge honour to be elected as Chairman of the Council. He said that the role represented everyone in North Norfolk and he hoped to use it as an opportunity to give something back to the community. He said that his nominated charities for the upcoming civic year would be the East Anglian Children's Hospice (EACH) and Nelson's Journey.

The Chairman finished by presenting three bouquets of flowers on behalf of the outgoing Chairman to the Corporate PA Team Leader, the Democratic Services Manager and the outgoing consort to the Chairman, Mrs Donna Lee.

#### **7. APPOINTMENT OF VICE-CHAIRMAN**

It was proposed by Mr T FitzPatrick and seconded by Mr W Northam that Mr R Reynolds be appointed Vice Chairman of the Council. There being no other nominations, it was

##### **RESOLVED that**

Mr R Reynolds be appointed Vice-Chairman of the Council for the ensuing year.

#### **8. DECLARATIONS OF INTEREST FROM MEMBERS**

None

#### **9. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr N Coppack, Mr N Lloyd, Mr M Knowles and Mrs G Perry-Warnes.

**10. MINUTES**

The minutes of the meeting held on 22 March 2017 were approved as a correct record and signed by the Chairman.

**11. ITEMS OF URGENT BUSINESS**

None

**12. PUBLIC QUESTIONS OR STATEMENTS**

Mrs H Cox said that although it was not a question or statement, she would like to thank the Planning Department for their hard work in ensuring that the new car park on the Runton Road in Cromer progressed smoothly.

**13. REPORT ON THE CABINET**

The Leader congratulated Mr Shepherd on his appointment as Chairman. He said that he was making two changes to the membership of Cabinet. Mrs A Fitch-Tillett was stepping down and Mr J Lee and Mrs A Claussen-Reynolds were both joining Cabinet. He thanked Mrs Fitch-Tillett for her hard work.

Mr FitzPatrick then said he wanted to let Members know that he had sent letters of condolence on behalf of the Council to the Leader of Manchester City Council and the Elected Mayor.

He concluded with the positive news that North Norfolk was officially the District at the top of the league of best beaches in England, with no fewer than six of its beaches being awarded prestigious Blue Flags. East Runton and West Runton beaches had now joined Cromer, Mundesley, Sea Palling and Sheringham in the top tier of English beaches.

**14. APPOINTMENT OF COMMITTEES, CHAIRMEN AND VICE-CHAIRMEN AND SUBSTITUTES**

Mr T FitzPatrick said that he wished to propose that Mr R Reynolds be appointed as Chairman of Development Committee so that Mr Shepherd could focus on his role as Chairman of the Council. Regarding all other appointments, he said that due to recent IT issues at the Council he had not been able to finalise his nominations. He said that he would notify Democratic Services as soon as possible.

The Leader of the Opposition, Mrs S Butikofer, concurred that she had also had difficulties and said that she wished to advise Council of her nominations at the next meeting in June.

**RESOLVED**

To appoint Mr R Reynolds as Chairman of Development Committee

That all other appointments be notified in writing to the Democratic Services Manager.

**15. APPOINTMENT OF MEMBERS ON WORKING PARTIES, FORUMS AND PANELS**

**RESOLVED**

That appointment of Members on working parties, forums and panels be notified in writing to the Democratic Services Manager.

**16. APPOINTMENT OF MEMBERS TO OUTSIDE BODIES**

**RESOLVED**

That appointment of Members to outside bodies be notified in writing to the Democratic Services Manager.

**17. PIER MANAGEMENT CONTRACT**

Mrs M Prior, Portfolio Holder for Leisure, said that she welcomed the progress being made regarding the procurement of the new Pier Management contract and that she endorsed the establishment of a member panel to provide challenge around the procurement negotiations.

It was proposed by Mrs M Prior, seconded by Mr T FitzPatrick and

**RESOLVED**

To establish a politically balanced Member Panel for the Pier Management contract.

**18. RECOMMENDATION FROM CABINET 08 MAY 2017**

The Portfolio Holder for Housing, Mr R Price, introduced this item. He said that it had been considered by the Overview and Scrutiny Committee and as a result of their discussions a change had been made to the scheme to clarify when an applicant would be demoted from Band 1 to Band 2 as a result of rent arrears.

**RESOLVED**

1. That Council adopts the new Housing Allocations Scheme.
2. That up to £20,000 is made available through the capital programme towards the cost of the required IT changes for the implementation of the Housing Allocations Scheme to be funded from capital receipts.

**19. FURTHER RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE**

There were no further recommendations from the Overview and Scrutiny Committee.

**20. TO RECEIVE THE APPROVED MINUTES OF THE UNDERMENTIONED COMMITTEES**

The minutes of the meetings below were noted as a correct record;

- a) Cabinet – 06 March 2017
- b) Cabinet – 03 April 2017
- c) Development Committee – 16 February 2017
- d) Development Committee – 16 March 2017
- e) Governance, Risk & Audit Committee – 06 December 2017
- f) Overview & Scrutiny Committee – 16 March 2016

**21. QUESTIONS RECEIVED FROM MEMBERS**

None

**22. NOTICE OF MOTION**

None

**23. PRIVATE BUSINESS**

None

Before the meeting closed, Mrs S Arnold said that she was delighted to see the new roundabout at the Felbrigg junction and she thanked Mrs H Cox for her support in bringing the scheme to fruition.

The meeting concluded at 6.56 pm.

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Chairman