

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 13th February 2017 IN THE METHODIST CHURCH, MUNDESLEY

Present: Cllr C West (Chairman)
Cllrs D Harding, J Holliman, D Revell, L Stango, C Payne, P Keddell,
Cllr B Smith.

Members of Public: – 4

Clerk: Ms D. Joy

Prior to the start of the Meeting, the Chairman announced that this Meeting would be recorded.

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- 01 Apologies for Absence**
Cllr D Smith – Work Cllr Ian F – Work Cllr K Cheetham – Away Cllr Gray-Unwell
Cllr Parke - Work
Cllr B Smith noted he had a prior Council meeting and would attend after.
- 02 Declarations of Interest and requests for Dispensations**
Cllr Stango noted her interest in Agenda Item 21
The Chair noted the interest and Council gave the member a dispensation to comment.
- 03 Minutes of Previous Meetings**
3.1 To agree and sign Minutes of the Full Council Meeting held on Monday 30th January 2017.
Members **AGREED** the minutes and the Cllr West, the Chair signed them.
- 04 Chairman's Announcements**
None to report
- 05 Police Report**
5.1 To receive the crime figures for 1st-31st January 2017.
The PCSO was not in attendance at this time. The Clerk reported there were clichés with the new system and hopefully by the next Full Council Meeting there should be some comprehensive figures.
5.2 To receive an update on meeting with the Inspector at North Walsham.
Cllrs Stango, Harding and Holliman volunteered to meet with the police on 1st March 2017 to discuss vandalism in the village and ways to combat this. The Acting Clerk will arrange this meeting.
- 06 County & District Councillor Reports**
6.1 To receive County Councillor's Report
Cllr Wyndham Northam not in attendance
6.2 To receive District Councillor's Report
Cllr B. Smith was not in attendance at this time but handed the following report to the Acting Clerk.
Council Tax freeze for the 7th year in succession. The Council is Debt free and in a good stable position. This is down to the hard work of our finance team.
The budget assumes a Council Tax freeze for the District element of Council Tax 2017/2018. Based on the tax base of 38.748 as approved in December 2016. This means that the District element of the Council Tax remains at £138.87 for 2017/18.
Weekend 3rd-5th March is the Great British Clean Up.
1st April 2017 Norfolk Vanguard (Vattenfall) off shore wind farm will be hosting drop in sessions at Happisburgh – 23rd March, N.Walsham – 25th March and Bacton – 1st April 2017
- 07 MPC Communications**
7.1 To receive a presentation from Josh Biz for the Council Website.
Joshua Dyball from Josh.Biz website did a small presentation on what his company can offer Mundesley Parish Council for the renewal of the current website.

08 Policies

8.1 To consider and agree adopting updated Grant Application Policy and application form.

The Acting Clerk noted changes to the closing date and contact information.
Cllr Harding Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** unanimously to adopt the updated Policy and form.

8.2 To consider and agree adopting the Equal Opportunities Policy in order for Council to be in compliance to the Equalities Act 2010.

The Acting Clerk noted that this policy is a legal requirement.
Cllr Keddall Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** unanimously to adopt the Equal Opportunities Policy.

09 Events Working Group

9.1 Update on the Events Working Group.

Cllr Stango reported that the Events working Group have numerous events in the pipeline for 2017 starting with an Easter Bunny Hunt.

10 Annual Parish Meeting

10.1 To receive an update on the preparations for the Annual Parish Meeting.

The Acting Clerk reported that she would like to make this more of a Village Event. To invite Village Groups to have a table at the Parish Meeting along with Mundesley Parish Council to showcase the village what they do. Also to invite Saffra and Tole Barn Vets to do a talk. Along with drinks and food.
Members **AGREED** unanimously for the Acting Clerk to go ahead and make the arrangements.

11 Minutes

11.1 To consider and agree binding the old minutes that are falling apart

Cllr Harding Proposed to move motion and Cllr West Seconded the proposal.
Members **AGREED** unanimously to rebinding old minutes.

12 MPC Office

12.1 To receive an update on the front of the MPC Office refurbishment

The Acting Clerk reported that she is still waiting on quotes.

13 Planning, Building & Environment Committee

13.1 To receive an update on benches being fitted.

The Acting Clerk reported that the benches had been fitted. One by the Museum and one in the Memorial Gardens.

13.2 To receive an update on bin at Tazmin Drive.

The Acting Clerk reported that the concrete base has been placed ready for the bin.

13.3 **Planning Applications**

To consider and agree:

PF/16/1750 Erection of 12 two bedroomed units of holiday accommodation

Mundesley Holiday Village, Paston Road, Mundesley, Norwich, NR11 8BT.

Cllr West Proposed to **SUPPORT** this application and Cllr Stango Seconded the proposal.

Members **AGREED** to **SUPPORT** this application

13.4 **Planning Decisions**

PF/17/0040 Trafalgar Court, 42 Cromer Road, Mundesley, Norwich, NR11 8DB.- **PERMIT**

Erection of refuse and recycling bin closure

PF/17/0024 22 Beach Road, Mundesley, Norwich, NR11 8BQ – **PERMIT**

First floor rear extension, cladding to existing first floor rear elevation and alterations to roof.

PF/16/1678 Mundesley Hospital, Gimmingham Road, Mundesley, Norwich, NR11 8ET - **PERMIT**

Alterations and extensions to form six additional bedrooms.

PF/16/1500 12 Gunner Close, Mundesley, Norwich, NR11 8FE– **PERMIT**

Formation of balcony and insertion of patio doors at the first floor to side of dwelling

Gold Park

- 13.5 To consider and agree the placement of Goal Posts in Gold Park
Cllr Harding Proposed to move motion and Cllr West Seconded the proposal.
Members **AGREED** unanimously to the Goal Posts being positions from East to West by the Childrens playground that was originally Agreed
- 13.6 To consider and agree bench at Beach Road in light of new information.
The Clerk referred to an email from a member of the public who had recommended placing a small seat to the side of the path. Permission from the owners that this area have given their permission in writing to allow this.
Cllr Keddall Proposed to move motion and Cllr Revell Seconded the proposal.
Members **AGREED** unanimously to look into placing a bench at said location. The Acting Clerk will report back to Council.
- 13.7 To receive an update on broken chicane.
The Acting Clerk noted that she had instructed PBL Builders to remove this and would follow up on getting this replaced.
- 13.8 To consider and agree changing Water supplier
Cllr Payne Proposed to move motion and Cllr Keddall Seconded the proposal.
Members **AGREED** unanimously to stay with Anglian Water
- 13.9 To receive an update on the new Parish Noticeboards and agree new location for second board.
Cllr Harding Proposed to move motion and Cllr Keddall Seconded the proposal.
Members **AGREED** unanimously to place the second notice board, as permitted by County Council, by the Bus Stop at Cromer Road/Seaview Road Junction parallel with the Bus Stop. The Acting Clerk to write a letter of intention to the resident nearest to this location.
- 13.10 Road Closure of C634 Beach Road from 20th February to 22nd February due to water pipe repair.
The Acting Clerk reported that the road closure notice had been placed on the Council website and displayed in the window at the Parish Office.

Woodhurst

- 13.11 To receive an update on works at Woodhurst
The Acting Clerk in forms Council that she was waiting on quotes and would inform Council as soon as these were received.
- 13.12 To receive an update on tenants
The Clerk reported that Acorn had a tenant who had passed all the checks and was looking to move in the end of February 2017.
- 13.13 To consider and agree allowing tenants to move in before the works are completed
Cllr West Proposed to move motion and Cllr B.Smith Seconded the proposal.
Members **AGREED** unanimously to form a committee under Standing Orders section 4(x) for the purpose of progressing and authorising the works at Woodhurst **and to call a meeting as and when needs to consider and agree actions.** This committee will consist of Cllr Payne, Cllr B Smith, Cllr Holliman, Cllr Stango and Cllr Revell.
Cllr West Proposed to move motion and Cllr B.Smith Seconded the proposal.
Members **AGREED** for the Clerk to inform Acorn that the tenant may move in before work has been completed and for said tenant to agree to this in writing.

Highways

- 13.14 To review and agree an action to the over grown footpath at the Millpond.
Cllr West Proposed to move motion and Cllr B.Smith Seconded the proposal.
Members **AGREED** for the Clerk to contact County and ask them to cut the hedges that are on the side of the pond as the foot path was clear.
- 13.15 Update on replaced lamppost No : 9049
The Acting Clerk reported that the insurance company has confirmed the lamps posts were covered under the current insurance policy and that Cllr Holliman had suggested putting in a claim for reimbursement of invoice paid. Members were informed that this claim had been successful and Council had been reimbursed £4008.09.

14 Finance & General Purposes Committee

- 14.1 To consider and agree the monthly reconciliations of accounts with bank statements.
Cllr Kedell Proposed to move motion and Cllr B.Smith Seconded the proposal.
Members **AGREED** January's reconciliations
- 14.2 To consider payments for approval.
Cllr West Proposed to move motion and Cllr Harding Seconded the proposal.
Members **AGREED** February's payments.
- 14.3 To receive an update on new Audit procedure for 2017/2018.
The Acting Clerk reported that SAAA had confirmed that Council had not opted out of the new Audit System for 2017/2018.

15 Reports from Outside Bodies

- 15.1 To receive Reports from Member representatives on Outside Bodies
- Coronation Hall - Nothing to report
 - Citizens Advice Bureau - Nothing to report
 - MADRA – Cllr Gray not present to report.
 - Mundesley Youth & Community. MY& C are in the Tesco token Scheme to raise funds for Watson Watt Garden.
 - Inshore Lifeboat - Nothing to report
 - Visitors Centre – Cllr D.Smith not present to report.
 - Maritime Museum - Nothing to report
 - North Norfolk Tourism Overview and Management Forum – Cllr Parke not present to report.
 - Overstrand Partnership Forum - Nothing to report

16 To Report any other Business

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council

Cllr West noted about the NNDC about banning Chinese lanterns and balloons launches from their property. This will be put on a future Agenda by the Acting Clerk.
Cllr Payne noted about a tree down on Fourways.

17 Correspondence

- 17.1 To consider correspondence received by the Council and agree responses thereto
- Letter from Derek Kirk Thanking the Council for all their support for the Mundesley Festival.
 - Letter from Mr Watts Thanking the Council and the Acting Clerk for all their help with the overhanging tree.
 - Email from Age Wise Asking if Council can advertise their Event on the 5th April
- Members **AGREED** to do this.

18 Public Participation Time

The meeting will be adjourned for a period specified in the Resolution to allow Members of the Public and any Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.

None

19 Date of Next Meeting

- 19.1 To confirm that the date of the next Meeting of the Parish Council will be held on 27th March 2017 in the Jubilee Rooms at 7:00pm.

Meeting Closed :8:45pm

20 Exclusion of the Press and Public

To resolve under the Public Bodies (Admission of Strangers) Act 1960 that the Press and Public be excluded during the discussion of CONFIDENTIAL employment matters and possible litigation matters.

PART 2 MEETING AGENDA

21 Hayes and Storrs

To receive clarification on the Hayes and Storrs bill

Cllr Kedell Proposed to move motion and Cllr Payne Seconded the proposal.

Members **AGREED** for the Acting Clerk to obtain a detailed breakdown and a copy of the letter of instruction from Council, along with the agreed terms of engagement.

Cllr Holliman Proposed to move motion and Cllr Payne Seconded the proposal.

Members **AGREED** for Cllr Harding to update relevant authorities.

Meeting Closed : 9:23pm

CHAIRMAN.....

DATE:.....

DRAFT