

# MUNDESLEY-ON-SEA PARISH COUNCIL

10 May 2016

Dear Sir/ Madam

You are hereby summoned to attend the **Annual Meeting** of Mundesley Parish Council to be held in the Coronation Hall, on **Monday 16 May 2016**, at 7pm for the purpose of transacting the business listed on the Agenda below.

Yours faithfully

Mrs J White – Clerk  
The Old Fire Station  
Back Street, Mundesley  
Norfolk, NR11 8JJ  
Tel: 01263 720603  
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## AGENDA

- 01 Election of Chairman**
- 02 Election of Vice-Chairman**
- 03 Chairman & Vice Chairman to Sign Declaration of Acceptance of Office**
- 04 Co-option of Councillors**
- 05 New Councillors to Sign Declaration of Acceptance of Office**
- 06 Apologies**
- 07 Declarations of Interest and requests for Dispensations**
- 08 To Agree Minutes**
  - 8.1 To agree minutes of the Full Council Meeting held on Monday 21 March 2016.
  - 8.2 To agree minutes of the Extraordinary Meeting held on Wednesday 13 April 2016.
  - 8.3 To agree minutes of the Extraordinary Meeting held on Monday 25 April 2016.
- 09 Chairman's Announcements**
- 10 County & District Councillor Reports**
  - 10.1 To receive County Councillor's Report
  - 10.2 To receive District Councillor's Report
- 11 Police Report**
  - 11.1 To receive Police Report

## **12 Planning, Building & Environment Committee**

- 12.1 To agree the minutes of the meeting held on 5 April 2016.
- 12.2 To receive update on issues discussed.

- 12.3 To consider Planning Applications

PF/16/0329 Erection of two dormers to rear elevation roof  
Bay Tree Cottage, 56 High Street, Mundesley, NR11 8JL

PF/16/0355 Removal of condition 4 of 12/1193 to allow construction without compliance with Code Level 3  
Land adjacent 5 Church Lane, Mundesley

PF/16/0539 External alterations to allow for relocation of entrance door and window  
Flat 6, Oakdene, Cromer Road, Mundesley, NR11 8DU

- 12.4 To consider Planning Appeal

PF/15/1043 Siting of 5 holiday-let caravans  
Land adj to the Ship Inn, Cromer Road, Mundesley NR11 8BQ

- 12.5 To consider sites for future development
- 12.6 To consider and agree urgent repairs to children's play park

## **13 Finance & General Purposes Committee**

- 13.1 To consider and agree DRAFT Accounts for Year Ending 31.3.16
- 13.2 To consider Invoice payments to be made for February and March 2016
- 13.3 To consider purchase of printer cabinet
- 13.4 To consider and agree works for fencing around the skate park
- 13.5 To ratify appointing Renosteel to carry out works on the Memorial Garden footpath
- 13.6 To consider and agree purchase of voice recorder.
- 13.7 To consider and agree printing of "Muleslai to Mundesley"
- 13.8 To consider and agree Assistant Clerk membership to SLCC

## **14 Woodhurst**

- 14.1 To report back on works completed and works required and to consider and agree skip hire.
- 14.2 To consider and agree wild garlic problem
- 14.3 To consider and agree rent and letting management

## **15 Insurance**

- 15.1 To consider and agree insurance from 1 June 2016.

## **16 Training**

- 16.1 To report on Councillor training
- 16.2 To consider and agree purchase of "Good Councillor Guide" for all Members.
- 16.3 To consider and agree CiLCA training for Assistant Clerk

## **17 War Memorial**

- 17.1 To report back on Royal British Legion involvement
- 17.2 To report back on Parish Council Powers and consider options

## **18 Coastwatch**

- 18.1 To consider and agree mounting of defibrillator on Museum
- 18.2 To consider and agree proposed lease.

## **19 DBS Checks**

- 19.1 To report back on DBS checks

## **20 Minutes**

- 20.1 To consider and agree binding of Minutes

## **21 Trafalgar Court**

- 21.1 To report back on meeting with NNDC re transfer of land

## **22 Queen's Birthday Celebrations**

- 22.1 To consider and agree appointment of Consultant to carry out Risk Assessment

## **23 Reports from Outside Bodies**

- 23.1 To receive Reports from Member representatives on Outside Bodies

- Coronation Hall (PK)
- Citizens Advice Bureau (LS)
- MADRA (PG)
- Inshore Lifeboat (CP)
- Visitors Centre (DS)
- Maritime Museum (CW)
- NN Tourism Overview & Management Forum (JP)
- Overstrand Partnership Forum (DR)

## **24 Correspondence**

To consider correspondence received by the Council and agree responses thereto

## **25 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.***

## **26 Date of Next Meeting**

To confirm that the date of the next Meeting of the Parish Council will be held on Monday 20 June 2016 in the Coronation Hall at 7pm.

*Distribution: All members*