

MUNDESLEY-ON-SEA PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 26 SEPTEMBER 2016
IN THE CORONATION HALL, MUNDESLEY

Present: Cllr C West (Chairman), Cllr P Gray (Vice-Chairman)
Cllrs I Fredericks, D Harding, J Holliman, P Keddell, J Parke, C Payne, D
Revell, L Stango, B Smith, D Smith

Asst. Clerk: Mrs D Joy

Members of Public: – 8

Clerk: Mrs J White

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

01 Apologies for Absence

Cllr Cheetham (on holiday)

02 Declarations of Interest and requests for Dispensations

Cllr Stango declared an interest in item 9.1 on the agenda.

03 Minutes of Previous Meetings

- 3.1 Minutes of the Full Council Meeting held on Monday 18 July 2016 were agreed and approved by all and signed by the Chairman.
- 3.2 The Minutes of the Extraordinary Meeting held on Monday 22 August 2016 were deferred to the next Full Council Meeting in order to remove names from the Part II meeting. **Action:** *Asst. Clerk to remove names*
- 3.3 The Minutes of the Extraordinary Meeting held on Monday 12 September 2016 were deferred to the next Full Council Meeting in order to remove confidential from the Minutes. **Action:** *Cllr Harding to remove confidential and email to the Clerk*

04 Chairman's Announcements

The Chairman had nothing to report.

05 Police Report

- 5.1 The PCSO gave the Police report from 19 July to 26 September 2016 as follows:
 - 3 x Attempted burglary, 1 x Theft of bicycle
 - 3 x Criminal damage (plants, scratch to vehicle, damage to garage
 - 1 x Production of cannabis/drug dealing
 - 1 x Assault without injury, 1 x affray
 - 1 x Sending letters with intent to cause distress
 - 5 x Domestic incidents
 - 3 x Mental health related crime
 - 5 x Child/adult protection investigations

- 5.2 The Clerk reported that there had been an attempted break in to “Fred’s Shed”, crime number 36/62974/16 and a break in to “Woodhurst Garage”, crime number 36/62981/16.

06 County & District Councillor Reports

District Councillor B Smith reported the following:

- 6.1 To receive County Councillor’s Report:

Nothing to report

- 6.2 To receive District Councillor’s Report

- Cllr B Smith attended a meeting re possible funding for future sea defences in Mundesley where a committee was formed, which is due to meet again in November.
- In future if anyone wishes to speak at the Development Committee they must notify NNDC on the Tuesday prior to the meeting or they will not be able to speak. Cllr B Smith has resigned from this committee.
- Applications for this quarter’s “Big Society Fund” must be in by November and decisions will be made on 5 December.
- It was very good news to hear that Mundesley have been awarded the 2nd best beach in the country on Trip Advisor. This will encourage tourism to the area.

07 Planning, Building & Environment Committee

- 7.1 Members agreed the Minutes of the PBE Committee Meeting held on 7 September 2016.
- 7.2 **Members** agreed that Cllr Gray would speak to Mr Howard to see if he could repair the bench near the children’s playground. **Action:** *Cllr Gray to speak to Mr Howard*
- 7.3 The Clerk reported that the new gym equipment had been installed; however, the leg press was loose because it hadn’t been bolted down properly and there was some exposed concrete. Arrangements are being made for the installers to return to site and rectify.
- 7.4 Members agreed to move the 2 benches near the waste bins in the gym area and skatepark in order to be 1m away from the bins and it was agreed to acquire a quote from PBL Builders.
- 7.5 Cllr Gray reported that the benches in the Memorial Garden have been made safe and one of the benches has been removed.
- 7.6 Members agreed that the water leak by the Manor Hotel should be reported to Anglian Water.
- 7.7 Members agreed that MPC would not take on the responsibility of new street lighting on the Water Lane Development site, however, would like to suggest to NCC that they felt street lighting was required and should be NCC’s responsibility.

08 Finance & General Purposes Committee

- 8.1 Minutes of the FGP Committee Meeting held on 14 September 2016 were agreed.
- 8.2 The Clerk reported that the annual return had been completed and the external auditor’s report had been received. This has been posted on the website and notice board. The external auditor stated that the Council holds unallocated reserves of £164,489 compared to its annual precept of £53,000 and expenditure of £98,912. The Council has no powers to hold revenue reserves for general purposes other than for reasonable working capital and should consider earmarking funds for specific purposes. Members agreed to look at this.

09 Grant Application

- 9.1 All Members agreed that Mundesley First Responders should receive £250 in respect of their grant application.

10 Bus Shelters

- 10.1 All Members agreed that the Bus Shelters at Gold Park should be refurbished and agreed to get 3 quotes to put in non-slip flooring, replace the guttering and repaint.
- 10.2 Following a request from a member of the public, Members agreed that they did not feel it was necessary to install a Bus Shelter/bus stop with seating on Beach Road for the bus going to Bacton as they felt this would spoil the look of the sea front.

11 Christmas Fayre

- 11.1 Members agreed that the Clerk should contact Members of the Christmas Working Group to ask them if they wanted to arrange a Christmas Fayre this year and if so, to arrange a meeting. Cllr West reported that Liz Payne had resigned as Chair of the Working Group and Cllr B Smith asked for a letter to be sent to Liz thanking her for all the hard work she has done over the past years in respect of the Christmas Fayre.

12 Membership of Committees

- 12.1 Cllr Keddell proposed that the Committee Membership was kept at 9 in line with the TOR, which was seconded by Cllr D Smith. Cllr Stango proposed that the Committee Membership should be increased to 11, which was seconded by Cllr Payne. There were 6 votes for each, therefore, the Chairman had a casting vote and voted to retain the Membership of 9. Members agreed that all Cllrs could attend the meetings and sit at the table contributing to the discussions but could not vote unless they were a Member of the Committee.

13 Museum

- 13.1 Members considered the quotes received and agreed to get another quote from ISH Technical, which includes the re-wiring so that the quotes could be compared like for like.

14 Parish Partnership Scheme

- 14.1 Members agreed to put in a bid under the Parish Partnership Scheme for a Speed Activated Sign unless Rt Hon Norman Lamb could offer an alternative i.e. a crossing.

15 Watson Watt Gardens

- 15.1 Members considered purchasing a new playpark for Watson Watt Gardens. It was agreed that Cllr Revell would get 3 like for like quotes for the equipment to be purchased and installed and that Cllr Revell would contact NNDC to find out who would then be responsible for maintaining and inspecting it. It was also agreed that Cllr B Smith would speak to NNDC regarding this issue. Clerk to email playground suppliers to Cllr Revell.

16 WW2 Gun Emplacements

- 16.1 Cllr Revell reported that she was still waiting to hear from NNDC in respect of this and Cllr B Smith said he would chase this.

17 Renosteel

- 17.1 The Chairman confirmed that the Clerk was within her right to question Renosteel in respect of the report they had issued and that the Clerk had done nothing wrong. The Chairman therefore reported that this matter was closed.

18 North Norfolk Parish & Town Council Forum – Second Homes Council Tax

- 18.1 Members agreed to invite a Member of the Forum to a Full Council Meeting in order to speak to the Council on this matter.

19 Mundesley Area Guide 2017

- 19.1 Members agreed to advertise in the Mundesley Area Guide 2017 to support the Mundesley Visitor Advice Centre and agreed to do the same as last year.

20 Land at Fourways

The Clerk reported that the Land Registry were unwilling to register the ownership of MPC to the land at Fourways, as there is no adequate evidence, as far as they are concerned that MPC could present to prove title. MPC are owners in all other respects of the property as evidenced by the transfer deed that Hayes & Storr have in their safe keeping.

21 Reports from Outside Bodies

To receive Reports from Member representatives on Outside Bodies

- (i) **Coronation Hall** – Cllr Keddell reported that the kitchen is going to have a number of improvements made to it.
- (ii) **Citizens Advice Bureau** – Nothing to report
- (iii) **MADRA**- Cllr Gray reported that they are running Trunchonbury next year and money taken will be split between the organiser and the rest in charitable donations.
- (iv) **Youth & Community** – Nothing to report.
- (v) **Inshore Lifeboat** – Nothing to report
- (vi) **Visitors Centre** – Cllr Smith reported that visitors are the same as last year and the Centre is open until the end of October.
- (vii) **Maritime Museum** – Cllr West reported that the Museum is now closed for the season and they had just over 900 visitors this year. Cllr Revell offered to clean the Museum, if required.
- (viii) **North Norfolk Tourism Overview & Management Forum** – Forum Members are being asked to come and give a talk at a Council meeting.
- (ix) **Overstrand Partnership Forum** – Nothing to report

22 To Report any other Business

There was no other business to report.

23 Correspondence

- Letter from NCC regarding the “Small Schools Review”
- Email from Chris Phillips, Mundesley Chalet Owners Association (MCOA) to say she has resigned as Chairman due to ill health and to thank MPC for their excellent working relationship with MCOA over the years.
- Email from Links Chalet Park regarding the extension of the lease.

24 Public Participation Time

- Mr Stango stated that he wanted Mrs Payne’s resignation letter from the Christmas Working Group reading out.
- Mrs Payne stated that she had received a different letter to MPC regarding the lighting at the Water Lane Development site.

25 Date of Next Meeting

The date of the next Meeting of the Parish Council will be held on Monday 7 November 2016 in Coronation Hall, Mundesley at 7.00pm.

26 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.

The Meeting closed to the public at 9.23 pm and a 5 minute break was taken by Members

PART II

01 Salaries

- 1.1 Members agreed a post probationary period salary rise of £1 an hour for the Assistant Clerk
- 1.2 Members agreed a salary rise of £1.50 an hour in respect of the Clerk’s annual rise and the additional duties taken on as the RFO.

02 Pensions

- 2.1 Members agreed to provide employees a pension through the scheme set up by the Government i.e. “National Employment Savings Trust” (NEST). Members did not agree on what percentage the employer was going to pay into the scheme.

CHAIRMAN: DATE: