

MUNDESLEY-ON-SEA PARISH COUNCIL

Minutes of the **Full Council Meeting** of Mundesley Parish Council held in the Coronation Hall, on **Monday 7th November 2016**.

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

Members of Public: – 5

Assistant Clerk: Ms D Joy

PART ONE

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

01 Apologies for Absence

Cllr D Smith (hospital appointment) and Cllr J Parke (prior engagement)

02 Declarations of Interest and requests for Dispensations

None declared

03 Minutes of Previous Meetings

3.1 To agree and sign Minutes of the Finance and General Purposes Committee Meeting held on Wednesday 19 October 2016

The Minutes of the Finance and General Purposes Committee Meeting held on Wednesday 19 October 2016 were **AGREED** and approved by all and signed by the Finance Chairman.

04 Chairman's Announcements

The Chairman reported that Mrs June White (the Clerk) has resigned.

05 Police Report

PCSO Fathalla was unable to attend so the Assistant Clerk read out the report: Crime stats from 30th Sep. till the 6th of Nov. 2016

- Sec 4a POA Causing intentional harassment, alarm or distress (verbal abuse}
 - 2 x Assault occasioning actual bodily harm (ABH) { domestic related}
 - Other criminal damage to a dwelling (Under £5,000) { domestic/mental health related}
 - Assault without Injury - Common assault and battery { domestic related}
 - Theft if not classified elsewhere { theft of plants}
 - Attempted other burglary (Other Building) { access gained, but nothing stolen}
 - Theft in a dwelling other than from automatic machine or meter { Child Protection Investigation/ alcohol related}
- Same period last year
- Theft In A Dwelling Other Than From Automatic Machine Or Meter
 - 4 x violence against person

06 County & District Councillor Reports

6.1 To receive County Councillor's Report

Cllr Wyndham.Northam not in attendance and nothing to report

6.2 To receive District Councillor's Report

Cllr B Smith noted nothing from District to report, but did comment on 2 items in regards to Parish Council that will be put on future agendas.

07 Planning, Building & Environment Committee

- 7.1 To receive an update on Community Speed Watch
Cllr Stango noted that the next SNAP meeting is on 30th November 2016 and will update Members after the meeting.
- 7.2 To consider and agree asking Highways to place a crossing on Cromer Road.
Members **AGREED** for the Assistant Clerk to contact Highways in respect of a crossing on the Cromer Road by the Mace.
- 7.3 To consider and agree fixing the lights in the office.
Members **AGREED** for the Assistant Clerk to arrange getting the lights in the office fixed.
- 7.4 To consider and agree if Council requires Asbestos reports.
Members **AGREED** for the Assistant Clerk, working with Cllr Fredericks to obtain quotes to get the Pavilion, the office, Woodhurst, Fred's Shed and the Museum tested.
- 7.5 To consider and agree if Council requires Electrical testing
Members **AGREED** for the Assistant Clerk to obtain quotes to get the Pavilion, the office, Woodhurst, Fred's shed and the Museum tested.
- 7.6 Update on waste bin at Tasmin Drive and at the Mace on Cromer Road
Members **AGREED** to place a standard waste bin at the entrance to where people walk their dogs. The Assistant Clerk is to order the bin and arrange to have it fitted.
- 7.7 Update on a replacement bin at Trafalgar Court
Members **AGREED** to remove the dog waste bin and replace with a standard waste bin. The Assistant Clerk is to arrange this and notify Kier of the change of bin.
- 7.8 To consider and agree a contractor to repair the zip wire in the Children Playground.
Members **AGREED** PBL to go ahead with the work quoted at £490.00.
- 7.9 To consider and agree Tenancy Agreement for Woodhurst.
Members **AGREED** for Acorn to send in a final draft, including rental amount and inventory. Then to be presented at the next Full Council Meeting.
- 7.10 Planning Application
PF/16/1141 Erection of a detached garage
The Grange, High Street, Mundesley, NR11 8JL **-PERMIT**

08 Finance & General Purposes Committee

- 8.1 To consider and agree Grant Application from Mundesley Community Sports Hub.
Members **AGREED** to defer to the next Finance Meeting on 23rd November 2016 so Members are aware of how much money there is from the car boot.
- 8.2 To ratify decision made by the Finance and General Purposes Committee for employees' wages to be paid directly in to their account.
Members **AGREED** to ratify this proposal by the Finance Committee. Assistant Clerk to set up with Lloyds Bank.
- 8.3 To consider and agree purchasing a new bench for multiple plaques in Memorial Garden.
Members **AGREED** for the Assistant Clerk to order a new bench

J09 Coronation Hall

- 9.1 To consider and agree using the smaller room for Council meetings
Members **AGREED** to use the Jubilee Room for the next 3 Council meetings and then re-evaluate the situation.

10 Policies

- 10.1 To consider and agree The Members Code of Conduct
Members **AGREED** to adopt the NALC Code of Conduct. The Assistant Clerk to adjust for Mundesley and bring back to Full Council for ratification.

11 Coast Watch

- 11.1 To consider and agree removing the desk from Coast watch Tower
Members **AGREED** the leave the desk in *situ*
- 11.2 To consider and agree allowing Coast Watch to put supports post for existing aerial.
Members **AGREED** for Coast Watch to strengthen the existing pole with another bracket.
- 11.3 To consider and agree quotes for the electrical work in the Coast watch Tower.
Members **AGREED** for ISH Electrical to complete the quoted works.

12 Christmas Event

- 12.1 To consider and agree Council financially supporting the Christmas Event, lights and tree etc.
Members **AGREED** for the Christmas Working Group to have up to £2000
- 12.2 Update on how much money is left over for the Queens Working Group events 2016.
The Assistant Clerk reported that there is £466.01 left over from the Queen's Birthday Celebrations.

13 Reports from Outside Bodies

- 13.1 To receive Reports from Member representatives on Outside Bodies
- **Coronation Hall** - Nothing to report
 - **Citizens Advice Bureau** - Cllr Stango noted that 55 people visited the CAB and that unfortunately none of these visits were at the Mundesley Outreach but in North Walsham.
 - **MADRA** - Nothing to report
 - **Mundesley Youth & Community** - Nothing to report
 - **Inshore Lifeboat** - Nothing to report
 - **Visitors Centre** - Nothing to report
 - **Maritime Museum** - Jarrolds sold 10 more copies of the Mundesley book.
 - **North Norfolk Tourism Overview and Management Forum** - Nothing to report
 - **Overstrand Partnership Forum** - Cllr Revell noted that the OPF would like Council to confirm that wish to be a part of this forum. The assistant Clerk agreed to contact them and confirm.

14 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

Nothing to report

15 Correspondence

- 15.1 To consider correspondence received by the Council and agree responses thereto
- An email from the Norfolk Constabulary in regards to a report of cars speeding down the High Street
 - A letter from NNDC reporting on the removal of BT Payphones from the North Norfolk district area.
 - A letter from Derek Kirk reporting that he is retiring from the Mundesley Festival and to thank Mundesley Parish Council for all their Support

16 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.

Nothing to report

17 Date of Next Meeting

17.1 To confirm that the date of the next Meeting of the Parish Council will be held on Monday 12 December 2016 in the Coronation Hall in the Jubilee Room at 7:00pm.

18 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.

Distribution: All members

Meeting Closed at 8.31pm

PART 2

Minutes: Cllr Revell

Cllr P.Keddell left the meeting

19 RFO Role

19.1 The RFO role was discussed and it was agreed that CW would temporarily act as RFO.

20 To consider and agree current Clerks' position and agree to any changes.

20.1 The roles of the Clerk and Assistant Clerk were discussed and it was agreed that the Assistant Clerk takes on the role of Acting Clerk.

Assistant Clerk left the meeting.

22 Update on employment matters

Employment issues were discussed and permission was given for DH regarding the Council laptop.

Meeting closed at :9:45pm

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CHAIRMAN

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DATE