

# **MUNDESLEY-ON-SEA PARISH COUNCIL**

## **MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

Held on WEDNESDAY 9 March 2016 at 7:00pm

In the CORONATION HALL, MUNDESLEY

**Present:** Cllr P Gray (Chairman), Cllr C West (Vice-Chairman)  
Committee Members: Cllrs L Caudwell, M Greer, J Parke, D Revell, P  
Keddell, D Smith  
Non-Committee Members: Cllr C Payne  
Responsible Finance Officer Mrs E Garrard

**Members of the Public:** 3

**Clerk:** Mrs J White

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### **01 Requests for Filming or Recording**

The Chairman asked if anyone present wished to film or record proceedings. There were no applications.

### **02 Apologies for Absence**

Councillor L Stango sent her apologies.

### **03 Declarations of Interest and Requests for Dispensations**

Cllr Payne declared an interest in item 12 on the Agenda (PF/16/0187)) and was granted a dispensation to speak.

### **04 Minutes of the Previous Meeting**

Agreed at the Full Council Meeting on 1 February 2016 and duly signed by the Chairman.

### **05 Finance**

5.1 Invoices for January and February 2016 were considered and agreed.

5.2 It was resolved that Mundesley Parish Council open a bank account with Santander UK PLC, by Cllrs West and Gray, and additional cheque signatories to be added when the account is opened. It was agreed to deposit £75,000.

5.3 The Clerk reported that all the new signatories have been completed for Lloyds Bank and they are now processing the mandate for the old signatories to be removed and the new ones added.

### **06 Gold Park**

Cllr West explained that money held for Gold Park could not be in a Parish Council bank account due to it being a charity. It was resolved that Mundesley Parish Council as Trustees of Gold Park, Mundesley (Charity Number 803090) open a bank account with Virgin Money by Cllrs West and Gray, and additional cheque signatories to be added when the account is opened.

## **07 Woodhurst**

- 7.1 Cllr Gray reported that the Loss Adjusters have appointed a contractor to carry out the insurance works at Woodhurst. The contractor has been to assess the work requirements and will be sending the costs to the Insurance Company. He will then be in touch to commence the works.
- 7.2 Cllr Gray reported that the light fitting in the bathroom and the airing cupboard stopped working. He contacted a local electrician to carry out the repairs, which cost £90.45.

## **08 Bus Shelter Cleaning**

The Clerk reported that Mr Rivett had agreed to take on the cleaning of the bus shelters. It was resolved that Mr Rivett's hourly rate should be increased from £9 per hour to £10 per hour.

## **09 Links Chalet Park**

Members considered and agreed to the rent increase for the Links Chalet Park in line with the RPI figure for January 2016 at 1.3%. This increases the rent from £21,669.60 to £21,951.32 per annum.

## **10 Training**

The Clerk reported to Members that the Norfolk ALC Spring Conference will be this year on Thursday 28 April 2016 and the overall topic will be finance; to include VAT, pensions, audit, funding and grants. **Action:** *Members to email the Clerk if they would like to attend.*

The Clerk reported that the Local Council Public Advisory Service is holding a "Local Council Finance Course" on Friday 11 March 2016 in Downham Market. Members were asked to let the Clerk know after the meeting if they wanted to attend.

## **11 Risk Assessment**

Members considered the Financial Risk Assessment. It was agreed that Members would notify the Clerk by 16 March if they required any amendments in order for the risk assessment to be ratified at Full Council on 21 March 2016.

## **12 Planning Applications**

PF/16/0205 Retention of mobile home permanently  
12 Cromer Road, Mundesley, Norwich, NR11 8BE

Members agreed to object this application due to the close proximity of the caravan to the cliff top.

PF/16/0187 Erection of single storey rear extension, insertion of window to first floor side elevation, installation of pitched roof to detached garage and conversion to hobby room/lobby  
59 High Street, Mundesley, Norwich, NR11 8JL

Members agreed to object this application on the material consideration of overlooking and loss of privacy.

### 13 Correspondence

- An email from Town Close School, Norwich to say they would like to do a half day field trip in Mundesley in late June and would like to know if they need MPC's permission. Members agreed that they do not need the Council's permission.
- An email from Norfolk ALC to say that the National Association of Local Councils has put together a petition asking for Parish Councils to be given the right to appeal planning decisions. **Action:** Clerk to find out if Parish Councils would be responsible for the costs of the appeal.
  - An email from the Local Council Public Advisory Service to say they are running a Public Nuisance Bylaws session on 22 April at Downham Market. **Action:** Members to let they Clerk know if they are interested in attending.
  - Email from NALC to say subscriptions will increase by 1% for financial year 2016/17 and has increased its fee from 5.6p per elector to 6.6p per elector.
  - Email re the Beacon Lighting Ceremony to say we have been given a light up time of 7.30pm.

### 14 To Report any other Business

There was no other business to report

### 15 Public Participation Time

Mrs L Payne queried the terms of the lease in respect of the Links Chalet Park and Cllr West responded.

### 16 Date of Next Meeting

The next meeting of this Committee will be on Wednesday 15 June 2016 at 7:00pm in the CORONATION HALL, Mundesley.

*There being no further business the Chairman closed the meeting at 8:10pm*

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CHAIRMAN

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DATE