

MUNDESLEY-ON-SEA PARISH COUNCIL

26 January 2016

Dear Sir/ Madam

You are hereby summoned to attend the **Full Council Meeting** of Mundesley Parish Council to be held in the Coronation Hall, on **Monday 1 February 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
E mail: clerk@mundesley-pc.gov.uk

AGENDA

- 01 Requests for Filming or Recording**
- 02 Apologies for Absence**
- 03 Declarations of Interest and requests for Dispensations**
- 04 Minutes of Previous Meetings**
 - 4.1 To agree and sign Minutes of the Full Council Meeting held on Wednesday 9 December 2015
 - 4.2 To agree and sign Confidential Minutes of the Full Council Meeting held on Wednesday 9 December 2015
- 05 Chairman's Announcements**
- 06 Police Report**
 - 6.1 To receive Police Report
 - 6.1 To report on Public Order offence letter of apology (CW)
- 07 County & District Councillor Reports**
 - 7.1 To receive County Councillor's Report
 - 7.2 To receive District Councillor's Report
- 08 Planning, Building & Environment Committee**
 - 8.1 To agree Minutes of the PBE Committee Meeting held on 6 January 2016
 - 8.2 To consider and agree adoption of PBE Terms of Reference.

8.3 Planning Application

To consider and agree

PF/15/1884 Erection of first floor side, two-storey side and rear extension, balcony to front and front porch
25 Sea View Road, Mundesley, Norwich, NR11 8DH

09 Finance & General Purposes Committee

- 9.1 To agree Minutes of the FGP Committee Meeting held on 27 January 2016
- 9.2 To consider and agree adoption of FGP Terms of Reference
- 9.3 To consider and agree adoption of Financial Standing Orders
- 9.4 To consider, agree adoption of Risk Register
- 9.5 To consider and agree external audit arrangements
- 9.6 To consider and agree grant for Mundesley Community Care

10 Documentation

- 10.1 To consider and agree adoption of Employment Committee Terms of Reference
- 10.2 To consider and agree adoption of Complaints Policy
- 10.3 To consider and agree adoption of Grant Awarding Policy
- 10.4 To consider and agree adoption of Grant Application Form

11 Coastwatch

- 11.1 To consider and agree Tenancy Agreement

12 Museum

- 12.1 To consider and agree building extension (CW)
- 12.2 Accreditation (CW)
- 12.3 Flooring (CW)

13 Parish Council Notice Boards

- 13.1 To consider and agree repairs to car park notice board
- 13.2 To consider and agree purchase of a notice board for Parish Council garden

14 Office Printer

- 14.1 To consider and agree office printer proposals

15 The Queen's Birthday

- 15.1 To consider and agree celebrations

16 Reports from Outside Bodies

- 16.1 To receive Reports from Member representatives on Outside Bodies
 - Coronation Hall
 - Citizens Advice Bureau
 - MADRA
 - Mundesley Youth & Community
 - Inshore Lifeboat

- Visitors Centre
- Maritime Museum
- North Norfolk Tourism Overview and Management Forum

17 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

18 Correspondence

- 18.1 To consider correspondence received by the Council and agree responses thereto

19 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.

20 Date of Next Meeting

- 20.1 To confirm that the date of the next Meeting of the Parish Council will be held on Monday 21 March 2016 in the Coronation Hall at 7:00pm.

21 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

Distribution: All members