

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

21st March 2017

Dear Sir/ Madam

You are hereby summoned to attend the **Full Council Meeting** of Mundesley Parish Council to be held in the Jubilee Room at Coronation Hall, on **Monday 27th March 2017**, at 7pm for the purpose of transacting the business listed on the Agenda below.

Yours faithfully

Ms Doreen Joy – Acting Clerk  
The Old Fire Station  
Back Street, Mundesley  
Norfolk, NR11 8JJ  
Tel: 01263 720603  
E mail: doreenmundesley@gmail.com

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### **AGENDA**

- 01 Apologies for Absence**
- 02 Declarations of Interest and requests for Dispensations**
- 03 Minutes of Previous Meetings**
  - 3.1 To agree and sign Minutes of the Full Council Meeting held on Monday 13th February 2017.
  - 3.2 To agree the minutes of the Woodhurst Working Group meeting held on Thursday 16<sup>th</sup> February 2017.
- 04 Chairman's Announcements**
- 05 Police Report**
  - 5.1 To receive an update on incidents in January (AC)
    - 3 Thefts
    - 15 Violence and Sexual Assaults
    - 5 Anti-Social Behaviour
    - 2 Criminal Damage
    - 2 Public Order OffencesTotal of 27 incidents in January 2017.
  - 5.2 To receive and update on the meeting with the police (LS)
  - 5.3 Police Newsletter for March 2017.
- 06 County & District Councillor Reports**
  - 6.1 To receive County Councillor's Report
  - 6.2 To receive District Councillor's Report
- 07 Norfolk Parish Training and Support.**
  - 7.1 To consider and agree joining the Norfolk Parish Training and Support (AC)

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

### **8.3 Planning Applications**

To consider and agree:

- PF/17/0285 Variation of condition 2 (approved plans) of planning permission PF/14/1505 to allow for changes to design of the dwelling  
Munbeck, 19 Marina Road, Mundesley, Norwich, NR11 8BJ.

### **8.4 Planning Decisions**

- PF/17/0033 The Grange, High Street, Mundesley, Norwich, NR11 8AT.- **PERMIT**

- 8.5 To agree the Minutes of the Planning, Building and Environment Meeting held on Wednesday 15th March 2017.  
8.6 To consider and agree an action for people flyposting around the village(AC)  
8.7 To consider and agree an action for the Seafront Benches and picnic tables (JH)  
8.8 Mundesley Parish Council Community Housing Strategies (DH)

### **09 Finance & General Purposes Committee**

- 9.1 To consider and agree the monthly reconciliations of accounts with bank statements. (AC)  
9.2 To consider payments for approval (AC)  
9.3 To consider and agree applying for rate exemption for the Parish Office (CW)

### **10 HIGHWAYS**

- 10.1 Update on Parish Partnership Scheme (AC)  
10.2 To sign acceptance agreement  
10.3 To consider and agree sites for the SAM2s to be rotated on (AC)  
10.4 To sign Memorandum of Understanding  
10.5 To consider and agree who will be responsible for moving and mounting the equipment.

### **11 Policies**

- 11.1 To adopt the revised Standing Orders (AC)  
11.2 To consider and adopt Co-Option Application Form (AC)

### **12 Events**

- 12.1 Update on upcoming events. (LS)

### **13 Gold Park**

- 13.1 To receive an update on selling the lawn mower (AC)  
13.2 To consider and agree asking NNDC if Gold Park can be included in their Chinese Lanterns ban proposals (CW)  
13.3 To consider and agree persons to open the Barrier to Gold Park in the summer (AC)

### **14 WOODHURST**

- 14.1 To consider and agree quote for the tree at Woodhurst. (AC)  
14.2 Update on works at Woodhurst (AC)  
14.3 To consider and sign Tenancy Agreement for Woodhurst

### **15 Annual Parish Meeting**

- 15.1 To receive an update on the Annual Parish Meeting (AC)  
15.2 To consider and agree who to do the refreshments at the Annual Parish Meeting.  
15.3 Grants Poster (AC)

## **16 MPC Communications**

- 16.1 Presentation from Many Hats Digital for new MPC Website

## **17 MUSEUM**

- 17.1 Amendments to Collection Policy (CW)  
17.2 Appointment of Museum Mentor (CW)  
17.3 To discuss possible extension to the Museum (CW)  
17.4 To consider and agree a cleaner to clean the museum before the season starts.(AC)  
17.5 To consider and agree fixing/replacing lights in the museum (AC)

## **18 Reports from Outside Bodies**

- 18.1 To receive Reports from Member representatives on Outside Bodies
- Coronation Hall (PK)
  - Citizens Advice Bureau (LS)
  - MADRA (PG)
  - Mundesley Youth & Community (LS)
  - Inshore Lifeboat (CP)
  - Visitors Centre (DS)
  - Maritime Museum (CW)
  - North Norfolk Tourism Overview and Management Forum
  - Overstrand Partnership Forum

## **19 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

## **20 Correspondence**

- 20.1 To consider correspondence received by the Council and agree responses thereto
- A. Email from Carlton Lodge Dentistry
  - B. Email in regards to the Goal Posts
  - C. Email about Charity Bike Ride
  - D. Letter from CPRE Norfolk
  - E. Letter on Footpath on High Street

## **21 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.***

## **22 Date of Next Meeting**

- 22.1 To confirm that the date of the next Meeting of the Parish Council will be held on 24<sup>th</sup> April 2017 in the Jubilee Room, Coronation Hall at 7:00pm.

## **23 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.

## **PART 2 MEETING AGENDA**

### **24 EMPLOYMENT**

- 24.1 Update on the Acting Clerks annual appraisal. (DH)
- 24.2 To ratify the Acting Clerks pay rise. (DH)
- 24.3 Update on advertising for a Clerk(DH)
- 24.4 To consider appointing the Acting Clerk to Clerk (DH)
- 24.5 Update on Acting Clerks pension. (DH)
- 24.6 Update on Hayes and Storrs(AC)

### **25 LINKS CHALET PARK**

- 25.1 To receive and update on the Links Chalet Park lease and agree a course of action (CW)

### **26 Woodhurst**

- 26.1 Update on Tenancy