

MUNDESLEY-ON-SEA PARISH COUNCIL

19th August 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 25th September 2017**, at 7pm for the purpose of transacting the business listed on the Agenda below.

Yours faithfully

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

Any person wishing to photograph, record, broadcast or transmit the proceedings of a meeting should notify the Council at the beginning of the meeting.

AGENDA

01 Apologies for Absence

02 Declarations of Interest and Requests for Dispensations

03 Co-option of New Members

04 Minutes of Previous Meetings

4.1 To agree and sign Minutes of the Full Council Meeting held on Monday 24th July 2017.

4.2 To adopt the Minutes of the Planning, Building and Environment Committee Meeting held on Wednesday 13th September 2017.

05 Chairman's Announcements

06 Police Report

6.1 To receive an update on incidents from Police.uk site (Clerk)

6.2 Police Newsletter for July 2017.

6.3 Police Newsletter for August 2017.

07 County & District Councillor Reports

7.1 To receive County Councillor's Report

7.2 To receive District Councillor's Report

08 Coastal

8.1 To receive an update on the Mundesley Coast Protection Scheme. (DH)

8.2 To consider and agree actions for monetary contributions to the Mundesley Coast Protection Scheme

09 Planning, Building & Environment Committee

- 9.1 To consider and agree a quote for a storage container by the office (Clerk)
- 9.2 To consider and agree an action to the revised quote for the seafront lights (Clerk)
- 9.3 To consider and agree an action for the MUGA telephone (Clerk)
- 9.4 Consider and agree an action for the removed broken bench in the Memorial Gardens(Clerk)
- 9.5 To consider and agree an action to the parking on Gold Park (CP)
- 9.6 Update on Watson Watt Gardens (DR)
- 9.7 To consider and agree for Cllr Revell to look into the Watson Watt Gardens costings and report back to Council(DR)
- 9.8 To consider and agree applying for grants for Watson Watt Gardens (DR)
- 9.9 To consider and agree actions to emergencies at Woodhurst (Clerk)
- 9.10 To consider and agree allowing the Pavilion to be used for a MacMillan Coffee Morning (PG)
- 9.11 To receive an update on the village bandstand (Clerk)

10 Finance & General Purposes Committee

- 10.1 To consider and agree Julys banks reconciliations of accounts.
- 10.2 To consider and agree Julys petty cash reconciliations
- 10.3 To consider and agree Augusts bank reconciliations of accounts
- 10.4 To consider and agree Augusts petty cash reconciliations.
- 10.5 To consider August and Septembers payments for approval.
- 10.6 To consider and agree quotes for the MUGA, office, museum and pavilion from SSE (Clerk)
- 10.7 Update on external auditors report (CW)
- 10.8 To consider and agree taking a paid ad in the Mundesley Guide. (Clerk)
- 10.9 To consider and agree quotes for a projector for meetings (DH)
- 10.10 To consider and agree to having a "No glass" notice in the MUGA (Clerk)
- 10.11 To consider and agree having Property Owner Loss of Rent Extension on Councils Insurance policy (Clerk)

11 Highways

- 11.2 To consider and agree having street lamps re-numbered that have no number (Clerk)

12 Policies, Documents and Training

- 12.1 To consider and agree an action to the Key Holder policy (DR)
- 12.2 To consider and agree a poster for glass recycling (Clerk)
- 12.3 To consider and agree Norfolk Parish Training and Support coming to do training with Council. (Clerk)
- 12.4 To consider and agree the website proposal document (Clerk)
- 12.5 Update on Code of Conduct (DH)
- 12.6 Update on Councils Standing orders (Clerk)
- 12.7 To consider and agree giving the Haig Club documents found in archives.(Clerk)

13 Events

- 13.1 Update on events through the summer (LS)
- 13.2 Update on Christmas Fair (LS)

14 Museum

- 14.1 Update on visitors to the Museum (CW)

15 Health and Safety

- 15.1 Update on Playground inspections and to consider and agree an action if needed (JH)
- 15.2 To consider and agree instructing ROSPA to so the next Annual Inspection for the equipment on Gold Park (Clerk)
- 15.3 Update on change to insurance (Clerk)
- 15.4 To consider and agree getting quotes for PAT testing on all Councils equipment in all buildings (IF)
- 15.5 To consider and agree obtaining 2 fire blankets, one for Woodhurst and one for the office (IF)

- 15.6 To consider and agree getting the ledge at Coastwatch adjusted so emergency ladder can be used (Clerk)

16 Reports from Outside Bodies

- 16.1 To receive Reports from Member representatives on Outside Bodies
- Coronation Hall (PK)
 - Citizens Advice Bureau (KC)
 - MADRA (PG)
 - Mundesley Youth & Community (LS)
 - Inshore Lifeboat (CP)
 - Visitors Centre (KC)
 - Maritime Museum (CW)
 - North Norfolk Tourism Overview and Management Forum (DR)
 - Overstrand Partnership Forum (DR)
 - Coastal Protection Committee (BS)
 - Bacton Liaison Committee (BS)
 - SNAP (LS)

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
- A. Email from Mundesley Coast Watch
 - B. Request from a resident for a bench at Northfield Road (Clerk)

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 30th October 2017 in the Jubilee Room, Coronation Hall at 7:00pm.

21 Exclusion of the Press and Public

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded during the discussion of CONFIDENTIAL employment matters and possible litigation matters.

22 EMPLOYMENT

- 22.1 To adopt the Minutes of the Employment Committee Meeting held on Monday 30th May 2017
- 22.2 To adopt the Minutes of the Employment Committee Meeting held on Monday 11th September 2017.
- 22.3 To consider and agree paying the Hayes and Storr bill (DH)
- 22.4 To ratify the Employment Committee resolution on the Clerks salary for moving from hourly paid to salaried. (DH)
- 22.5 To consider and agree the Clerk taking over the RFO role as from the 1st October 2017.
- 22.6 Update on feedback from insurers (DH)
- 22.7 To consider and agree any actions in regards to feedback from the insurers.
- 22.8 Update on feedback from the Police.(DH)
- 22.9 To consider and agree any actions in regards to feedback from the Police

23 The Links

To receive an update on lease (DH)