

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 24th July 2017 IN THE JUBILEE ROOM, CORONATION HALL,
MUNDESLEY.

Present: Cllr D Harding (Chair) (Vice Chairman) Cllr L Stango
J Holliman, D Revell, C Payne, P Keddell, Cllr P Gray
B Smith. K Cheetham, J Parke, C West
County Cllr ;Ed Maxfield

Members of Public: – 9

Clerk: Ms D. Joy

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

MINUTES

01 Apologies for Absence

Cllr I.Fredericks – Holiday
Cllr C West – will be late

02 Declarations of Interest and Requests for Dispensations

The Chair emphasised the importance of members declaring their interests at meetings, whether it is an agenda item or not.

Cllr Stango declared an interest in Item 21.2

Cllr Payne declared an interest in item 10.3

Cllr B.Smith declared an interest in Item 8.3

03 Minutes of Previous Meetings

3.1 To agree and sign Minutes of the Full Council Meeting held on Monday 26th June 2017.

Cllr L Stango Proposed to move the motion and Cllr Parke Seconded the proposal.

Members **AGREED** to sign Minutes of the Full Council Meeting held on Monday 26th June 2017.

3.2 To agree the Minutes of the Finance and General Purposes Meeting held on Wednesday 12th July 2017.

Cllr Cheetham Proposed to move the motion and Cllr Stango Seconded the proposal.

Members **AGREED** the Minutes of the Finance and General Purposes Meeting held on Wednesday 12th July 2017.

04 Chairman's Announcements

The Chair noted that Solicitors have been informed about the Links Lease and Council will be updated in due course.

05 Police Report

5.1 To receive an update on incidents from Police.uk site.

The Clerk reported that the Police.uk site had not been updated.

5.2 Police Newsletter for July 2017.

The Clerk mentioned that this report included; Bacton, Dilham, Happisburgh, Horning, Mundesley, Paston, Walcott and Witton.

06 County & District Councillor Reports

6.1 To receive County Councillor's Report

Cllr Ed Maxfield informed Council that County was appointing a new director in charge of Children Services. County are still looking at how to make savings to meet the constraints over the next few years.

6.2 To receive District Councillor's Report

Cllr B. Smith informed Council that he had been to a meeting in Happisburgh concerning Vattenful wind farm.

District Council are meeting the planning requirements for the next 6.5 years.

07 Coastal

7.1 To receive an update on the Mundesley Coast Protection Scheme.

Rob Goodlife informed Council of District plans to protect Mundesleys Coast. Please see attached reported.

Cllr West entered the meeting

08 Planning, Building & Environment Committee

8.1 To consider and agree obtaining a new bench for Wyndham Northam's plaque

Cllr Keddell Proposed to move the motion and Cllr Smith Seconded the proposal.

Members **AGREED** to obtain a bench to be placed on the seafront.

8.2 Update on the CPRE Norfolk pledge.

The Clerk reported that the CPRE Norfolk will be informing Council of their meeting in the autumn.

8.3 To receive an update on Councils comment on NMA1/15/1771 Land at the rear of 61 Cromer Road, Mundesley, Norwich, NR11 8DA from NNDC.

The Clerk reported that she had emailed Planning Councils objections as requested.

8.4 To consider and agree a quote to rectify the tarmac on the office front

Cllr Cheetham Proposed to move the motion and Cllr West Seconded the proposal.

Members **AGREED** to obtain another quote for this work.

8.5 To consider and agree an action to the original contractor who laid the office front tarmac.

Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.

Members **AGREED** to contact the contractor asking him to come and rectify the office front within 14 days and to form a subcommittee to take responsibility for this issue. The sub-committee comprises of Cllr Payne, Cllr Keddell and Cllr Gray.

8.6 To consider and agree revised quote for the Village Map

Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.

Members **AGREED** to order 1 village map and get confirmation from planning at NNDC for the second map to be by the first pay and display machine.

8.7 To consider and agree quotes to refurbish outside of the office

Cllr Cheetham Proposed to move the motion and Cllr West Seconded the proposal.

Members **AGREED** to ask the contractor for a re-quote using the same method on the side of the building, as per the rear.

8.8 To consider and agree having a folding map as per the main village map

Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.

Members **AGREED** to obtain folding village maps.

09 Finance & General Purposes Committee

- 9.1 To consider and agree the Junes banks reconciliations of accounts.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the bank reconciliations for June.
- 9.2 To consider and agree the Junes petty cash reconciliations
Cllr Cheetham Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the petty cash reconciliations for June
- 9.3 To consider payments for approval
Cllr West Proposed to move the motion and Cllr Keddell Seconded the proposal.
Members **AGREED** the payments for July.
- 9.4 To consider and agree revised quote for street lighting and feeder pillar from SSE
Cllr Holliman Proposed to move the motion and Cllr Cheetham Seconded the proposal. Members **AGREED** the revised quote for street lighting and feeder pillar from SSE.

10 Highways

- 10.1 Update on SAM2 signs
Cllr Cheetham reported that the SAM2 signs were now up and running.
- 10.2 To consider and agree quotation for lights on the Seafront
Cllr Holliman Proposed to move the motion and Cllr Revell Seconded the proposal. Members **AGREED** the quotation for lights on the Seafront.
- 10.3 To receive an update on the grass cutting from the seafront.
The Clerk reported that District do not wish to hand this over mid-season and would consider Councils' proposal next year.
- 10.4 To receive an update on the signage at Town End and consider and agree Highways rough plan.
The Clerk reported that Highways would be rectifying this issue at no cost to Council.
- 10.5 To consider and agree whether to have a black or white post for new signage.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal. Members **AGREED** to have a black finger post.

11 Policies

- 11.1 To consider and agree subscribing Council to ICO
The Clerk noted that Council must be a member of the Information Commissioners Office.
Cllr Cheetham Proposed to move the motion and Cllr Keddell Seconded the proposal. Members **AGREED** to subscribe to the Information Commissioners Office.
- 11.2 To consider and agree who is to be the DPO.
Cllr Stango Proposed to move the motion and Cllr Keddell Seconded the proposal. Members **AGREED** for the Clerk to be the Data Protection Office (DPO)

12 Events

- 12.1 Update on summertime on the Prom
Cllr Holliman noted that the last 2 events had been a great success despite the weather.
- 12.2 Update on the Mundesley Heart Trail
Cllr Stango thanked Val Brooks for all her hard work on this and noted it was doing well.

13 Museum

- 13.1 Update on the Museum Mentor
Cllr West Proposed to move the motion and Members **AGREED** for Alistair Murphy to be the museums Mentor.

14 Health and Safety

- 14.1 Update on Playground inspections and to consider and agree an action if needed

- The Clerk reported she was waiting to go through this with Cllr Fredericks as **AGREED** by Council.
- 14.2 Update on action plans on the Health and Safety Report
The Clerk reported she was waiting to go through this with Cllr Fredericks as **AGREED** by Council.
- 14.3 Update on action plans on the Asbestos Reports
The Clerk reported she was waiting to go through this with Cllr Fredericks as **AGREED** by Council.
- 14.4 Update on action plans on the training for Council on Health & Safety
The Clerk reported she was waiting to go through this with Cllr Fredericks as **AGREED** by Council.

15 **Reports from Outside Bodies**

- 15.1 To receive Reports from Member representatives on Outside Bodies
- Coronation Hall (PK) – Nothing to report
 - Citizens Advice Bureau (KC) – Will be contacting the CAB and reporting back at the next meeting.
 - MADRA (PG) – Nothing to report
 - Mundesley Youth & Community (LS) – Nothing to report
 - Inshore Lifeboat (CP) - Nothing to report
 - Visitors Centre (KC) – Nothing to report
 - Maritime Museum (CW) – Museum is open and good numbers visiting.
 - North Norfolk Tourism Overview and Management Forum (DR) - Nothing to report
 - Overstrand Partnership Forum (DR) - Nothing to report
 - Coastal Protection Committee (BS) – Progress is going well, just waiting on funding.
 - Bacton Liaison Committee (BS) – The committee meets once a year now.
 - SNAP (LS) – Next SNAP meeting is on the 9th August

16 **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

- Cllr Holliman asked is NNDC could be asked to tidy up the small sea front shelter until District knows what they are doing with this.

17 **Correspondence**

- 17.1 To consider correspondence received by the Council and agree responses thereto
- A. Letter from Norfolk County Council in regards to Section 53 of the Wildlife and Countryside Act 1981
Members **AGREED** they had no information to respond to this request
- B. Letter from East of England Ambulance Service
The East of England Ambulance Service thanks Council for their grant for £200.
- C. Email from Mundesley Coast Watch
Council noted that there are no firm plans at the moment to extend the museum.
- D. Letter from Anglian Water
The Clerk informed Council of Anglian Waters plans to move their current site.
- E. Email from NNDC – Local Green Space
Council will inform the Clerk by the 4TH August if they have any areas for consideration.
- F. Letter from NNDC – Vacancy
The Clerk informed Council that the current Vacancy on Council was now up for co-option.
- G. Email from County on Community Ponds.
Members **AGREED** for the Clerk to pass this information onto the people that own the 2 ponds in the village for them to contact Council should they wish to.
- H. Letter in regards to Millpond
Members **AGREED** for the Clerk to send their information from County to the residents around the pond and inform them to contact County with any queries.
- I. Letters about the Goal Posts in Gold Park.
Members **AGREED** to write to the residents informing them that there had been a full size pitch there up until a few years ago and that the posts are now closer together.

18 **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.

- A member of the public asked for Council objection on item 8.3 to be clarified.
- A member of the public informed Council that Mundesley Youth and Community will not be disbanding.
- A member of the public asked if the 2 rust bars in Gold Park could be taken out as these were left behind after the chicane was repaired.

19 Date of Next Meeting

19.1 To confirm that the date of the next Meeting of the Parish Council will be held on 25th September 2017 in the Jubilee Room, Coronation Hall at 7:00pm.

20 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.

Cllr Keddell left the meeting.

PART 2 MEETING AGENDA

Members **AGREED** to deal with item 21.2 first.

21 EMPLOYMENT

21.2 To clarify to Council the Clerks Salary.

The Chair confirmed the salary arrangements for the Clerk

Cllr Stango left the meeting.

21.1 Update on letter sent to Hayes and Storr

The Chair confirmed the current situation and will report any further updates to Council.

Meeting Closed : 21:54pm