

Mundesley-on-Sea Parish Council

Minutes of the **Planning, Building and Environment Committee** held on **15th March 2017** in the **Jubilee Rooms at Coronation Hall, Mundesley** at 7:00pm.

Members of the Public: 4

Acting Clerk: Ms D Joy

Prior to the meeting the Chair announced that the meeting was being recorded

01 APOLOGIES FOR ABSENCE

Cllr P Gray – Unwell
Cllr C West - Hospital

02 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr J.Holliman declared an interest in PF/17/0224
Cllr C Payne declared an interest in PF/17/0244
Cllr D Smith declared an interest in PF/17/0244

03 MINUTES OF THE PREVIOUS MEETING

- 3.1 To sign the minutes from the Planning, Building and Environment Committee held on the 18th January 2017 agreed by Full Council on the 30th January 2017.
The minutes from the Planning, Building and Environment Committee held on the 18th January 2017 agreed by Full Council on the 30th January 2017 were signed by the Chair.

04 PLANNING

4.1 Planning Applications

To consider and agree:

- PF/16/1743 Demolition of accommodation Block 3, erection of 12no. 2-Bedroom units and 4no.3-bedroom unit of holiday accommodation on sites of Block 3 and former Block 5 Mundesley Holiday Centre, Paston Road, Mundesley,Norfolk,NR11 8BT
Members **AGREED** this application.
- Pf/17/0179 Proposed raising of roof height to provide accommodation & insertion of roof lights. 33 Warren Drive, Mundesley, Norwich, NR11 8AS.
Members **AGREED** this application
- PF/17/0224 Erection of single storey rear extension following demolition of conservatory; front porch; extension to front garage; pitched roof to garage; resurfacing of driveway; rendering of all existing external brickwork
18 Meadow Drive, Mundesley, Norwich, NR11 8LN
Members **AGREED** this application.
- PF/17/0178 Erection of Garage
37 High Street, Mundesley, Norwich, NR11 8LH
Members **AGREED** this application
- PF/17/0244 Installation of replacement shop front window and door.
Village Café, 3 Station Road, Mundesley, Norwich, NR11 8JH
Members **AGREED** this application
- 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.
Members **AGREED** to defer this application for Full Council.

4.2 Planning Decisions

- PF/16/1749 Porch extension and alterations to rear conservatory
Risher House, 40 Trunch Road, Mundesley, Norwich, NR11 8JX - **PERMIT**
- PF/17/0024 First floor rear extension, cladding to existing first floor rear elevation and alterations to roof
22 Beach Road, Mundesley, Norwich, NR11 8BQ – **PERMIT**
- PF/16/0077 Conversion to barn to residential dwelling.
Oak Barn, Land rear of 35, 37 and Trunch Road, Mundesley, Norwich, NR11 8JU – **APPEAL DISMISSED**

05 GOLD PARK

- 5.1 To receive an update on annual playground inspection
The Acting Clerk reported that the inspection was all ok except for the zip wire which needs to be replaced.
- 5.2 To agree an action for the Zip Wire
Cllr Revell proposed to move the motion and Cllr Harding seconded the proposal.
Members **AGREED** to get the zip-wire replaced by the appropriate company and put a weight restriction sign on this piece of equipment.
- 5.3 To receive an update chicanes.
It was reported that the top half of the chicane had been removed.
- 5.4 To agree an action for the chicanes.
Cllr D Smith proposed to move the motion and Cllr Stango seconded the proposal.
Members **AGREED** to replace the broken chicane
- 5.5 To agree a quote for the Bus Shelters at Gold Park.
Cllr D Smith proposed to move the motion and Cllr Stango seconded the proposal.
Members **AGREED** to go with TLC Property Services Quote.
- 5.6 To consider and agree a colour for painting the Bus Shelters at Gold Park
Cllr D Smith proposed to move the motion and Cllr Revell seconded the proposal.
Members **AGREED** to paint the shelters green.
- 5.7 To receive and update on moving goal posts in Gold.
The Acting Clerk reported that issues had been raised in regards to the moving of the goal posts.
Cllr D Smith proposed to move the motion and Cllr Stango seconded the proposal.
Members **AGREED** to move the goal posts closer together, new nets on and to place an age limit of 12 years sign.
- 5.8 To receive an update bench too close to the bin
The Chair reported that this had now been resolved.
- 5.9 To receive feedback on gym equipment and to consider and agree an action to be taken
Cllr D Smith noted that members of the public had commented on the new gym equipment.
Cllr D Smith proposed to move the motion and Cllr Revell seconded the proposal.
Members **AGREED** for the Acting Clerk to contact the supplier and raise the issues mentioned.
- 5.10 Update on selling ride on mower.
Members **AGREED** for Cllr Revell to sell this on FaceBay.

06 HIGHWAYS

- 6.1 Update on the work for The Highways Rangers.
The Acting Clerk reported that none of the previous list had been completed and she is chasing Highways.
- 6.2 To consider and agree what bench to put on Beach Road.
The acting Clerk reported that planning permission had been granted by Highways.
Cllr Stango proposed to move the motion and Cllr Revell seconded the proposal.
Members **AGREED** to the Venturo bench dark grey with a silver seat.
- 6.3 Update on bin a Tazmin/Collingwood Drive
The Acting Clerk reported that this had now been completed.

- 6.4 Update on dog mess signs at Beckmeadow Drive and Beckmeadow Way.
The Acting Clerk noted that NNDC have visited the site and see no need for action.
- 6.5 To receive an update on the footpath at Mill Pond and agree an action.
The Acting Clerk reported that Highways have reported that the hedges on the edge of the Millpond are the responsibility of the land owners.
Cllr D Smith proposed to move the motion and Cllr Stango seconded the proposal.
Members **AGREED** for the Acting Clerk to write to the land owners to inform them of Highways findings.
- 6.6 To consider and agree to replace damaged plant pot at the entrance of the shopper's car park.
Cllr Revell proposed to move the motion and Cllr D Smith seconded the proposal.
Members **AGREED** to replace the damaged pot.
- 6.7 To consider next list for the Highway Rangers.
Members asked for the pot hole on the Links Road, by the Golf Course turn off and the "No Overnight" car parking sign at Trafalgar Court to be fixed.
- 6.8 To consider and agree action in regards to the planters around the village.
The Acting Clerk reported that a member of the public had noted the state of the planters.
Cllr Stango proposed to move the motion and Cllr D Smith seconded the proposal.
Members **AGREED** for the Acting Clerk to contact the florist and sponsors for the planters.
- 6.9 To consider and agree having a Village Map.
Cllr Stango reported that it may be beneficial to the business in the village to have a sign in the Beach Road Car Park to let visitors know about the shops in the village.
Cllr Stango proposed to move the motion and Cllr Harding seconded the proposal.
Members **AGREED** for the Acting Clerk to look into this and report back to Council.

07 WOODHURST

- 7.1 To receive an update on works at Woodhurst
The Acting Clerk reported that the work was progressing and would keep Council informed.
- 7.2 To consider and agree replacing shed in the garden
Cllr Smith proposed to move the motion and Cllr Stango seconded the proposal.
Members **AGREED** to replace the shed at Woodhurst.
- 7.3 To receive an update on overhanging tree at Woodhurst
The Acting Clerk reported that the Tree Order had been granted and that she was waiting on quotes.
- 7.4 To consider quotes for refurbishment of Woodhurst.
Cllr Holliman proposed to move the motion and Cllr D Smith seconded the proposal.
Members **AGREED** the quote supplied by Wayne Myhill for the building and plumbing works at Woodhurst.
- 7.5 To consider and agree to putting outside lights
Cllr Holliman proposed to move the motion and Cllr Revell seconded the proposal.
Members **AGREED** to replace the outside lights.
- 7.6 To consider and agree to putting a sockets under the counter in kitchen.
Cllr D Smith proposed to move the motion and Cllr Stango seconded the proposal.
Members **AGREED** to get plug sockets put under the counter in the kitchen.
- 7.7 To consider and agree joining a Landlord Scheme to help with managing Woodhurst.
Cllr Stango proposed to move the motion and Cllr D Smith seconded the proposal.
Members **AGREED** to join the Landlord Scheme.

08 ALLOTMENTS

- 8.1 Update on allotments.
The Acting Clerk reported that NNDC are in the progress of registering the land and will update Council.

09 MUSEUM

- 9.1 To consider and agree having a cleaner go in before museum is re-opened.
Members **AGREED** to take this back to the Museum Committee.
- 9.2 To consider and agree to fixing the lights in the museum.
Members **AGREED** to take this back to the Museum Committee.

10 CONTRACTED WORKS

- 10.1 To consider and agree quote for refurbishing the front of the office.
Cllr Stango proposed to move the motion and Cllr D Smith seconded the proposal.
Members **AGREED** to appoint Randalls to complete the work.
- 10.2 Update on replacement notice boards.
The Acting Clerk reported that Highways has granted permission for the second noticeboard and both noticeboards had been ordered.
- 10.3 Update on internal notice boards for the Parish Office.
The Acting Clerk reported that this have arrived and will be fitted this month.
- 10.4 Update on Sea Front Bus Shelters.
The Acting Clerk reported that the 2 main shelters will be repaired and NNDC are looking into the third small shelter as it requires more thought.

11 HEALTH & SAFETY

- 11.1 Update on Asbestos Surveys on all Council Buildings.
The Acting Clerk reported that the surveys will be completed on the 21st March 2017.
- 11.2 Update on Electrical Testing on all Council Buildings.
The Acting Clerk reported that all the electrical testing has been completed.
- 11.3 To consider and agree what company to complete the Health and Safety Inspections on Councils buildings to ensure Council in in compliance with current regulations and legislations.
Cllr Holliman proposed to move the motion and Cllr Harding seconded the proposal.
Members **AGREED** to appoint Health and Safety Associates LTD to complete the surveys.

12 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

Land Registry of Gold Park

Suggestions for names of the new roads on the Water Lane Development.

13 CORRESPONDENCE

To consider any correspondence and agree action

- (A) Email in regards to street lights on the Water Lane Development.
The Acting Clerk reported that correspondence had been received in regards to lighting on the Water Lane Development and no lighting will be provided.
- (B) Email from NNDC about housing
The Acting Clerk asked Councillors to report back with their suggestions.
- Request from resident about wood on Fourways
Members **AGREED** that the member of the public can utilise the wood and Cllr Payne will go and view the other trees.

14 PUBLIC PARTICIPATION TIME

To resolve that the meeting 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.

Cllr Stango proposed to move the motion and Cllr D Smith seconded the proposal.

Members **RESOLVED** to allow Members of the Public and any Councillors with prejudicial interests to speak.

- A member of the public asked about getting the plaque removed off the small shelter to put back on once it has been refurbished.
- A member of the public requested a letter of Thanks to Richard Smith for replacing the playground fence.
- A member of the public mentioned that despite the negative comments made about Council, Council are going the extra mile for the village and thanked them for service to the village.

15 DATE OF NEXT MEETING

To confirm the next meeting of this Committee will take place on Wednesday 14th June 2017 at 7pm in the Jubilee Rooms at Coronation Hall, Mundesley.

The meeting was closed at : 8:59pm

16 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

17 WOODHURST

17.1 Updates from Tenants on Woodhurst

Members AGREED for this to go to Full Council.

17.2 To consider tenancy agreement and consider an action.

The Acting Clerk clarified the Contract received.

Meeting Closed at: 9:20pm