

# Mundesley-on-Sea Parish Council

Minutes of the **Planning, Building and Environment Committee** held on **14<sup>th</sup> June 2017** in the **Jubilee Rooms** at **Coronation Hall, Mundesley** at 7:00pm.

**Members of the Public:** 2

**Clerk:** Ms D Joy

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Before the meeting the Chairman announced that 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 ELECTION OF CHAIRMAN**

Cllr Revell proposed Cllr Stango. Cllr Holliman seconded the proposal.  
Members **VOTED** for Cllr Stango to be Chairman.

### **02 ELECTION OF VICE CHAIRMAN**

Cllr Keddell proposed himself. Cllr Holliman seconded the proposal.  
Cllr Payne proposed himself. Cllr Stango seconded the proposal.  
Members **VOTED** for Cllr Payne to be Vice-Chairman.

### **03 APOLOGIES FOR ABSENCE**

None

### **04 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION**

None

### **05 MINUTES OF THE PREVIOUS MEETING**

5.1 To sign the minutes from the Planning, Building and Environment Committee held on the 15<sup>th</sup> March 2017 agreed by Full Council on the 27<sup>th</sup> March 2017.

The Chair signed the minutes from Planning, Building and Environment Committee held on the 15th March 2017

### **06 PLANNING**

#### **6.1 Planning Applications**

To consider and agree:

PM/17/0628 Erection of one and half storey dwelling (reserved matters: appearance and landscaping)  
The Stables, 41a High Street, Mundesley, Norfolk, NR11 8BT  
Cllr Fredericks Proposed to move the motion and Cllr Keddell Seconded the proposal.  
Members **AGREED** to Erection of one and half storey dwelling (reserved matters: appearance and landscaping)

#### **6.2 Planning Decisions**

PF/17/0178 Erection of Garage  
37 High Street, Mundesley, Norwich, NR11 8LH - **PERMIT**

PF/17/0244 Installation of replacement shop front window and door.  
Village Café, 3 Station Road, Mundesley, Norwich, NR11 8JH -**PERMIT**

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. - **REFUSE**

- Pf/17/0179 Proposed raising of roof height to provide accommodation & insertion of roof lights.  
33 Warren Drive, Mundesley, Norwich, NR11 8JL - **PERMIT**
- PF/17/0040 Erection of refuse and recycling bin enclosure  
Trafalgar Court, 42 Cromer Road, Mundesley, Norwich, NR11 8DB - **PERMIT**
- NMA1/12/0115 Non material amendment to allow cladding of log store with oak cladding to match existing barn.  
Oak Barn, Trunch Road, Mundesley, Norwich, NR11 8JU - **APPROVE**

## **07 GOLD PARK**

- 7.1 To consider and agree quotes to repair the zip wire  
Cllr Revell Proposed to move the motion and Cllr Fredericks Seconded the proposal.  
Members **AGREED** to defer this to Full Council and for the Clerk to obtain a quote from Renosteel.
- 7.2 To consider and agree having a speed hump at Gold Park entrance.  
Cllr Fredericks Proposed to move the motion and Cllr Revell Seconded the proposal.  
Members **AGREED** to look into placing a speed hump by the barrier on Gold Park and liaising with NNDC on this.
- 7.3 Safety Sign for the Playground in Gold Park.  
Cllr Revell Proposed to move the motion and Cllr Holliman Seconded the proposal.  
Members **AGREED** to place a Playground Safety sign by the play area in Gold Park.
- 7.4 To receive and update on moving goal posts in Gold Park  
The Clerk reported that this had now been completed.
- 7.5 To consider and agree allowing the Circus on Gold Park.  
Cllr Keddell Proposed to move the motion and Cllr Payne Seconded the proposal.  
Members **AGREED** to allow the Circus the use of Gold Park in August.

## **08 HIGHWAYS**

- 8.1 Update on street lights  
The Clerk reported that she would be carrying out a comprehensive check on all lights
- 8.2 To consider and agree the roll out of LED lights  
Cllr Holliman Proposed to move the motion and Cllr Fredericks Seconded the proposal.  
Members **AGREED** to roll out the LED lights once the bulb in the lamp needs replacing
- 8.3 To consider and agree having a bin on the Links Walkway.  
Cllr Revell Proposed to move the motion and Cllr Fredericks Seconded the proposal.  
Members **AGREED** to continue to monitor this.
- 8.4 To consider and agree if to apply to the Parish Partnership Scheme for a grant for the signage at Town End.  
Cllr Fredericks Proposed to move the motion and Cllr Keddell Seconded the proposal.  
Members **AGREED** to ask Highways if it is possible to have an old fashioned post sign in keeping with the village
- 8.5 To consider and agree if to take over the grass cutting from County in the Village  
Cllr Fredericks Proposed to move the motion and Cllr Keddell Seconded the proposal.  
Members **AGREED** to leave the arrangement in place.
- 8.6 To consider and agree quote for the Village Map  
Cllr Stango Proposed to move the motion and Cllr Holliman Seconded the proposal.  
Members **AGREED** for the Clerk to obtain a quote for a different size and defer to the next Planning Meeting.
- 8.7 To consider and agree locations for the Village Map  
Cllr Harding Proposed to move the motion and Cllr Fredericks Seconded the proposal.  
Members **AGREED** to having the Village Map in the seafront Car Park and by the Museum.
- 8.8 To consider and agree to replacing bin at the Mace Shop on Cromer Road  
The Clerk reported that this bin was in effect NNDCs bin and they would be replacing it.

- 8.9 Tesco's deliveries and lorries and to consider an action.  
Cllr Stango Proposed to move the motion and Cllr Holliman Seconded the proposal.  
Members **AGREED** for Cllr Stango to report this to the PCSO, to raise this at the next SNAP Meeting and arrange a meeting with the Tesco's Manager.
- 8.10 Update on the planters around the village  
The Clerk reported that this had now been completed
- 8.11 Update on the SAM2 signs  
The Clerk reported that Council was now waiting on the signs to be delivered.
- 8.12 To consider and agree having a "SLOW DOWN EVENT AHEAD" sign  
Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.  
Members **AGREED** to obtain 2 signs for future village events.

## **09 WOODHURST**

- 9.1 To receive an update on works at Woodhurst  
The Clerk reported that all the work had been completed except for the Chimney and guttering.
- 9.2 To consider and agree fixing the lock on the front door  
Cllr Keddell Proposed to move the motion and Cllr Fredericks Seconded the proposal.  
Members **AGREED** to get the lock fixed.
- 9.3 To receive an update on 3 monthly inspection.  
Cllr Holliman reported that the inspection had been completed and the house was in good condition.
- 9.4 Council to sign tenancy agreement and 3 monthly inspections.  
Councillors signed the tenancy agreement and 3 monthly inspections.
- 9.5 To consider and agree action for soffits and external wires  
Cllr Holliman Proposed to move the motion and Cllr Revell Seconded the proposal.  
Members **AGREED** to repair the soffits and remove any unwanted external wires.

## **10 ALLOTMENTS**

- 10.1 Update on allotments  
The Clerk reported this was still on going.

## **11 MUSEUM**

- 11.1 Update on a cleaner for museum  
The Clerk reported that a cleaner would do a deep clean on the Museum prior to opening.
- 11.2 Update on fixing the lights in the museum  
The Clerk reported this had now been completed.
- 11.3 To consider and agree the dates for the Museum  
The Clerk reported that Council need 4-5 more stewards in order for the Museum to open.

Cllr Keddell left the meeting

## **12 CONTRACTED WORKS**

- 12.1 Update on the office front.  
The Clerk updated Council on the tarmac laid at the front of the office.
- 12.2 To consider and agree action for office front.  
Cllr Stango Proposed to move the motion and Cllr Frederick Seconded the proposal.  
Members **AGREED** for Council to write a letter to the contractor in regards to the issues with the front of the office.
- 12.3 To consider and agree refurbishing the BT Phone Box  
Cllr Revell Proposed to move the motion and Cllr Fredericks Seconded the proposal.  
Members **AGREED** for Cllr Fredericks to enquire from other phone box owners on the repainting.
- 12.4 Update on replacement Parish Council notice boards.  
The Clerk reported that one has been put up and the other would be done in due course.

12.5 Update on Community notice boards

The Clerk suggested refurbishing the old Council Notices boards and using them for the Community Noticeboards in the Village.

12.6 To consider and agree using the old parish board for a community board at the other end of the village

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

Members **AGREED** to use the old parish board for a community board at the other end of the village as a Community Notice Board. The Clerk will obtain a quote for this and refer back to Council.

12.7 To consider and agree having a community noticeboard on the wall at the museum

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

Members **AGREED** to decide this once the Village Map is mounted.

12.8 To consider and agree repainting the office front

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

Members **AGREED** for the Clerk to obtain quotes.

**13 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**

- To add another member on to planning at the next Full Council meeting.
- For the smaller shelter on the Seafront to be followed up on.

**14 CORRESPONDENCE**

To consider any correspondence and agree action

- (A) Email from Scouts about Soap Box Derby

Members **AGREED** to allow the Scouts to use electricity from the Pavilion for their event on the 1<sup>st</sup> July 2017.

**15 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.**

None

**16 DATE OF NEXT MEETING**

To confirm the next meeting of this Committee will take place on Wednesday 13th September 2017 at 7pm in the Jubilee Rooms at Coronation Hall, Mundesley.

Meeting Closed at: 9.25pm

CHAIRMAN: \_\_\_\_\_

DATE: \_\_\_\_\_