

Mundesley-on-Sea Parish Council

Minutes of the **Planning, Building and Environment Committee** held on **18th January 2017** in the **Jubilee Rooms at Coronation Hall, Mundesley** at 7:00pm.

Present: Cllr D Smith (Chairman)
Committee Members: C West, David Harding, John Holliman, D Revell, L Stango
Non Committee Members: C Payne, K Cheetham, Ian Fredericks,

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Members of the Public: 4

Acting Clerk: Ms D Joy

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

01 APOLOGIES FOR ABSENCE

Cllr P Gray

02 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

None

03 MINUTES OF THE PREVIOUS MEETING

The minutes from the Planning, Building and Environment Committee held on the 12th October 2016 agreed by Full Council on the 12th December 2016 were signed by the Chair. The minutes from the Planning, Building and Environment Committee held on the 16th November 2016 agreed by Full Council on the 12th December 2016 were signed by the Chair.

04 PLANNING

4.1 Planning Applications

PF/16/1678 Alterations and extension to form six additional bedrooms
Mundesley Hospital, Gimtingham Road, Mundesley, Norwich, NR11 8ET
Members **AGREED** this application

Pf/16/1749 Porch extension and alterations to rear conservatory.
Risher House, 40 Trunch Road, Mundesley, Norwich, NR11 8JX
Members **AGREED** this application

PF/16/1500 Formation of balcony and insertion of patio doors at first floor to side dwelling
12 Gunner Close, Mundesley, Norwich, NR11 8FE
Members **AGREED** this application

4.2 Planning Decisions

PF/16.1519 Installation of pay & display machine, equipment cabinet and lighting column with CCTV cameras associated with management of pub car park (retrospective)
The Ship Inn, 21 Beach Road, Mundesley, Norwich, NR11 8BQ - **PERMIT**

ADV/16/1520 Display of non-illuminated wall and post mounted signs associated with the management of the car park (retrospective)
The Ship Inn, 21 Beach Road, Mundesley, Norwich, NR11 8BQ – **CONSENT**

PO/16/1065 Site for erection of a two story dwelling
53 High Street, Mundesley, Norwich, NR11 8JL – **PERMIT**

PF/16/1224 Installation of replacement UPVC windows to first floor flat (flat B)
90B Cromer Road, Mundesley, Norwich, NR11 8DD - **PERMIT**

LA/16/1679 Alterations and extension to form six additional bedrooms
Mundesley Hospital, Gimmingham Road, Mundesley, Norwich, NR11 8ET –
WITHDRAWN, as not a listed building.

05 GOLD PARK

5.1 To receive an update on replacing/repairing the Zip wires in the children's playground.

The Acting Clerk reported that she was waiting on PBL Builders to come back with a time frame.

5.2 To receive an update chicanes.

The Acting Clerk reported that Cllr Parke would complete this once the weather improves.

5.4 To receive and update on the bench positioning near bins.

The Acting Clerk reported that she was waiting on PBL Builders to come back with a time frame.

5.5 To receive an update on Bus Shelters at Gold Park and consider and agree an action in regards to placing a ramp.

The Acting Clerk reported that she was waiting on quotes in regards to the refurbishments.

The Acting Clerk informed Council that under the Equalities Act 2010 Part 4 Sec 35 (1) that Council had a duty to ensure that all of its buildings are able to be accessed by all people and this is not wheel chair accessible from the High Street.

Council **AGREED** that a ramp may not be the best viable option.

Cllr Cheetham noted about having wheel chair access signs and the Acting Clerk is to look into this.

5.6 Update on Annual Equipment Inspection from Allianz.

The Acting Clerk reported that the report did not flag up any issues with the gym and playground equipment.

5.7 Update on Pavilion door handle

The Acting Clerk reported that this hadn't been replaced and Cllr Cheetham volunteered to look at fixing this.

5.8 To consider and agree action on replacing wooden fence by the Children Playground in Gold Park

Members **AGREED** to get the wooden fence replaced at the same time as the fencing for the football posts are done.

5.9 To receive an update on Councils bid for the Parish Partnership Scheme.

The Acting Clerk reported that the bid Council agreed to has been submitted and Council should have an update at the end of March.

5.10 To receive and update on replacing and maintaining the play equipment at Watson Watt Gardens.

Cllr Revell reported that this was still ongoing.

5.11 To receive and update on moving goal posts in Gold Park.

The Acting Clerk reported that she was waiting on PBL Builders to come back with a time frame.

06 HIGHWAYS

6.1 Update on the work for The Highways Rangers.

The Acting Clerk requested that if Council see an item on this list that has been completed then to please let her know so she can tick it off the list.

6.2 Update on bin a Trafalgar Court

The Acting Clerk reported that NNDC has placed a bin at Trafalgar Court, but will not fix this down.

6.3 To consider and agree an action to putting a bench outside the Crazy Golf.

Members **AGREED** to not put a bench outside the Crazy Golf as the path is very narrow and this may cause an obstruction to pedestrians.

6.4 Update on Community Speed Watch

Members **AGREED** to defer this item until the outcome of the Parish Partnership Bid is known.

6.5 To consider and agree an action on speeding issues in High Street.

Members **AGREED** that this could be a possible site for the Sam 2 speeding signs if they receive the grant from the Parish Partnership Scheme.

6.6 Update on bin a Tazmin/Collingwood Drive

The Acting Clerk reported that the bin has been ordered and is at the office. She is just waiting on a lead time from PBL Builders to fit this.

6.7 To consider and agree an action to putting dog mess signs up at the passage way between Beckmeadow Way and Beckmeadow Drive.

Members **AGREED** for the Acting Clerk to obtain signs from District Council and Cllr Stango and Cllr Revell will put them

The Acting Clerk is also to look into the frequency of the dog Warden Visits, if there have been any prosecutions and if we can ask for more action from the Dog Warden.

07 WOODHURST

7.1 To consider and agree Tenancy Agreement from Norfolk Lettings Company.

Member **AGREED** to go "Joint Agency" the Acting Clerk to let both agencies know.

7.2 To consider and agree an action on cutting back tree overhanging neighbours property.

Members **AGREED** for the Acting Clerk to obtain permission from District Council to cut this tree back.

7.3 To receive an update on tenants for Woodhurst.

Members **AGREED** to complete the works as recommended by Acorn and to repaint the walls and fix the guttering.

The Acting Clerk reported back the applications Acorn had received and members **AGREED** for the Acting Clerk to inform Acorn of the work being done and their findings on prospective tenants.

08 ALLOTMENTS

8.1 Update on allotments

The Acting Clerk reported that NNDC are in the midst of transferring the land from Norfolk Homes to them and Council will receive an update as soon as this has been completed.

09 MUSEUM

9.1 To consider and agree an action for replacing the light.

Members **AGREED** to replace the light outside the museum.

10 CONTRACTED WORKS

10.1 Update on replacing the lights in the office

The Acting Clerk reported that she is waiting on the electrician to come and start the work.

10.2 Update on replacement notice boards.

The Acting Clerk reported that the notice boards Council agreed to were no longer available from the company chosen, but has managed to get a better specification boards for the same price as previously agreed. Also that the notice board on Cromer Road is smaller than the notice board by the visitors center and has asked County for permission to place the larger board on their grass verge on the Cromer Road.

10.3 Update on benches for memorial Gardens and Museum

The Acting Clerk reported that both benches were at the office and she is awaiting PBL Builders to come back to her with a lead time.

10.4 Update on internal notice boards for the Parish Office

The Acting Clerk reported that the notice boards Council agreed to were no longer available from the company chosen, so has ordered the other boards Council saw at a cheaper price as previously agreed.

11 HEALTH & SAFETY

- 11.1 To consider and agree quotes for Asbestos Surveys on all Council Building
Members **AGREED** to ID Asbestos LTD to complete the surveys.
- 11.2 To consider and agree quotes for Electrical Testing on all Council Building
Members **AGREED** to ISH Electrical to complete the testing
- 11.3 To consider and agree have Health and Safety Inspections on Councils buildings to ensure Council in in compliance with current regulations and legislations.
Members **AGREED** for the Acting Clerk to obtain quotes and report back to Council.

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

Cllr Payne requested that the system of obtaining quotes/agendas be looked into and placed on Full Council for consideration

13 CORRESPONDENCE

To consider any correspondence and agree action

- A member of the public requested that Council be present when the Inspector from Bristol comes to review PF/16/0077 and insure the view of the Council as a corporate body is represented.
Council **AGREED** that Cllr Smith and Cllr Stango to this meeting and represent the Council.
- The Acting Clerk reported that a member of the public had mentioned the state of the promenade railings and that she had contacted NNDC about their general state of repair. NNDC have confirmed that they will endeavour to get these painted ready for the coming holiday season.
- The Acting Clerk reported that a member of the public had mentioned the state of the Sea Front Shelters and that she had contacted NNDC about their general state of repair. NNDC have confirmed they have put these along with several others out to tender and as soon as these have been received and agreed they will move forward with the work.
- A member of the public asked if they could use Councils tables for a wedding reception. Members **AGREED** to allow the use of the tables.
- The Acting Clerk reported that she had received an email from a member of the village requesting to use the Council Banner frame to advertising the monthly Craft Fairs at Coronation Hall.
Members **AGREED** to this subject to it being available on the bookings sheet.

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.

None

Meeting Closed at: 8:50pm

CHAIRMAN.....

DATE:.....