MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 30th October 2017 IN THE CORONATION HALL, MUNDESLEY.

Present: Cllr D Harding (Chair) (Vice Chairman) Cllr L Stango
J Holliman, D Revell, C Payne, P Keddell, B Smith. K Cheetham, C West,
Cllr Greer. P Keddell, Ian Fredericks

Members of Public: – 24 **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 Parke – not well

02 Declarations of Interest and Requests for Dispensations
Cllr Stango declared an interest in item 23

03 Minutes of Previous Meetings

3.1 To agree and sign Minutes of the Extraordinary Full Council Meeting held on Monday 2nd October 2017.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the minutes of the Full Council Meeting held on Monday 2nd October 2017.

3.2 To adopt the Minutes of the Finance and General Purposes Committee Meeting held on Wednesday 18th October 2017.
Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** to **ADOPT** the minutes of the Finance and General Purposes Committee Meeting held on Wednesday 18th October 2017.

04 Chairman's Announcements
The Chair requested members to reply tie emails that require an answer. Also the Neighbourhood plan and the Coastal Protection plan will require lots of work, therefore to not overload Councils with things to do, to ensure each project gets the attention it deserves.

05 Police Report

5.1 To receive an update on incidents from Police.uk site
The Clerk noted that the Police.UK site is showing August, therefore the incidents in Mundesley for August are:
4 – Violent & Sexual offences, 1 – Burglary, 3 – Anti Social Behaviour, 1 – Public Order Offence
1 - Theft

5.2 Police Newsletter for September 2017.
Members had no comment.

5.3 To consider and agree an action in reply to the correspondence from Unison in regards to the new structures being implemented by the Norfolk Constabulary.
The Clerk reported that Unison had contact Council for their support in regards to the proposed changes to PCSOs in Norfolk.
Cllr Revell Proposed to move the motion and Cllr Greer Seconded the proposal.
Members **AGREED** to acquire more information before making a decision.

5.4 To consider and agree an action to the correspondence from Teresa Fuller (the Local Policing Inspector)
The Clerk reported that the Local Policing officer has asked Council if they would like to be briefed on the changes to the Norfolk Constabulary 2020 Police Structure.
Cllr Greer Proposed to move the motion and Cllr Keddell Seconded the proposal.
Members **AGREED** to ask the Local policing officer to give Council a briefing.

06 County & District Councillor Reports

6.1 To receive County Councillor's Report

County Councillor Ed Maxfield gave his apologies for not being able to attend. See attached County Councillors report. Cllr Maxfield commented his is eager to know Councils views on the issues raised in his report.

6.2 To receive District Councillor's Report

Cllr Barry Smith briefly mentioned that the Coastal Management Plans are still a work in progress.

07 Planning, Building & Environment Committee

7.1 To receive an update from the North Norfolk Town and Parish Forum – Roger Argulle

The Clerk reported that members of the forum were unable to attend this meeting but will be attending another meeting by the end of the year.

Cllr Stango Proposed to move the motion and Cllr Cheetham Seconded the proposal. Members **AGREED** to move Public participation to this part to allow members of the public to speak about items 7.2 and 7.4 before Council made a decision.

7.2 To receive an update on the sea front lights

Members listened to local resident's questions and issues with the new lights on the sea front. Cllr Holliman explained they were put there to help combat vandalism and to enhance the seafront.

7.3 To consider and agree any actions to the seafront lights

Cllr Holliman Proposed to move the motion and Cllr Cheetham Seconded the proposal. Members **AGREED** to contact the contractor and ask him to look at the timing, possible shields on certain lights and to soften the lights.

7.4 NNDC Concessions

Cllr Stango commented that NNDC have issued an offer to business to have concessions on the seafront. Cllr Harding mentioned a Covenant issued for the Seafront that states restrictions on the selling of good on this land.

7.5 To consider and agree an action to the NNDC concessions.

Cllr Greer Proposed to move the motion and Cllr Cheetham Seconded the proposal. Members AGREED to arrange a meeting with NNDC and report back to Council. Cllr Stango Proposed to move the motion and Cllr Greer Seconded the proposal. Members **AGREED** to inform NNDC of Councils views on this issue.

7.6 To consider and agree revised Planning Protocol

The Clerk reported that there have been issues with members being able to discuss incoming planning applications via email. Therefore it was recommended to adopt the revised Planning Protocol to address these.

Cllr Revell Proposed to move the motion and Cllr Payne Seconded the proposal. Members **AGREED** to **ADOPT** the revised Planning Protocol.

7.7 To consider and agree to create a Neighbourhood Development Plan

Cllr Cheetham Proposed to move the motion and Cllr Stango Seconded the proposal. Members **AGREED** to create a Neighbourhood Development Plan.

7.8 To consider and agree that each committee presents input for the Neighbourhood Plan for consideration at the next convenient Council Meeting.

Cllr Fredericks Proposed to move the motion and Cllr Cheetham Seconded the proposal. Members **AGREED** that each committee presents input for the Neighbourhood Plan for consideration at the next convenient Council Meeting.

08 Finance & General Purposes Committee

8.1 To consider and agree Septembers banks reconciliations of accounts.
Cllr Revell Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** September's banks reconciliations of accounts.

8.2 To consider and agree Septembers petty cash reconciliations.
Cllr Cheetham Proposed to move the motion and Cllr Greer Seconded the proposal.
Members **AGREED** September's petty cash reconciliation.

8.3 To consider Octobers payments for approval.
Cllr Cheetham Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** October's payments.

8.4 To consider and agree a quotes for updating the alarm system in the Council Office.
Cllr Keddell Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** the quote for updating the alarm system in the Council Office.

8.5 To consider and agree 2018 fees and charges for Rialtas Software.
Cllr Greer Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** the 2018 fees and charges for Rialtas Software.

8.6 To consider and agree purchasing a projector for meetings.
Cllr Greer Proposed to move the motion and Cllr Smith Seconded the proposal.
Members **AGREED** to purchase a projector for meetings

8.7 To consider and agree quotes for a projector for meetings
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to purchase a short throw projector and accessories.

8.8 To consider and agree quotations for the village fold out map.
Cllr Fredericks Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the quote from Cheverton Printers.

8.9 To consider and agree asking local business if they would like to have a paid ad in the village map.
Cllr Holliman Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** to allow local business to advertise for free.

8.10 To consider and agree the price to have an ad in the village folding map
No resolution needed (see 8.9)

8.11 To consider and agree the quote for the office computer.
Cllr Cheetham Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** to purchase a keyboard, screen adjuster and accessories for the office.

8.12 To consider and agree subscribing to Community Action Norfolk.
Cllr Stango Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to subscribe to Community Action Norfolk.

8.13 To consider and agree what level of subscription to take with Community Action Norfolk.
Cllr Stango Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to subscribe to Community Action Norfolk's gold subscription.

09 Events Working Group

9.1 To consider and agree having the Christmas Fair on the 3rd December 2017.
Cllr Stango Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to the Christmas Fair on the 3rd December 2017.

9.2 To consider and agree applying for a road closure for the Christmas Fair.
Cllr Stango Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to apply for a road closure for the Christmas Fair.

9.3 To consider and agree for the Events Working Group purchasing a Christmas tree for the village.
Cllr Stango Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** for the Events Working Group purchasing a Christmas tree for the village.

9.4 To consider and agree to Randells electrics setting up the village Christmas lights
Cllr Stango Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** to Randells electrics setting up the village Christmas lights.

9.5 To consider and agree running "Light up Mundesley "competition.
Cllr Stango Proposed to move the motion and Cllr Gray Seconded the proposal.

Members **AGREED** to run a "Light up Mundesley "competition.

10 Coastal

10.1 To receive an update on the Mundesley Coastal Protection Scheme.
Cllr Harding reported that there were no updates as NNDC are still applying for grants.

10.2 To consider and agree actions for monetary contributions to the Mundesley Coast Protection Scheme.
Cllr Cheetham Proposed to move the motion and Cllr Smith Seconded the proposal.
Members **AGREED** to administer the Councils contribution of £20,000 over 2 financial years, subject to the project getting the go ahead.

10.3 To consider and agree a letter to send to local business for contributions.
Cllr Keddell Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** to send a letter to local business for contributions to be paid to NNDC, with a slip enclosed so that those who do make contributions can be identified.

11 Highways

11.1 To consider and agree having a dog bin on Paston Road.
Cllr Payne Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** to have a waste bin on Paston Road and to take advice from Highways as to where to place it.

11.2 To consider and agree having a dog bin by the Links.
Cllr Stango Proposed to move the motion and Cllr Holliman Seconded the proposal.
Members **AGREED** to have a waste bin by the Links

11.3 To consider and agree obtaining permission from County to move the bench at the top of Northfield Road to where the telephone box was.
Cllr Gray Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** to obtain permission from County to move the bench at the top of Northfield Road to where the telephone box was

11.4 To consider and agree a course of action in regards to the issues with the one way system on High Street.
Cllr Cheetham Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** to formally request Highways to come and see the issues with the one way system on High Street. Cllr Cheetham and the Clerk will attend.

12 Policies, Documents, Communications and Training.

12.1 To consider and agree an action adopting the Key Holder policy.
Cllr Revell Proposed to move the motion and Cllr Greer Seconded the proposal.
Members **AGREED** to **ADOPT** the Key Holder policy and the 2 key holders to sign.

12.2 To consider and agree Cllr Greer and the Clerk attending a Budget workshop.
Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** for Cllr Greer and the Clerk attending a Budget workshop.

12.3 To consider and agree if to have a logo for the website.
Cllr West Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to have a logo for the website.

12.4 To consider and agree what logo for the website.
Cllr Fredericks Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to use the village sign for now and possibly have a completion in the future in conjunction with the village to design a logo.

12.5 To consider and agree if to adopt the new Financial Regulations.
Cllr Fredericks Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** to defer this to the Finance Committee then present to Council to adopt.

12.6 To consider and agree adopting the new Code of Conduct.
Cllr Harding Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to **ADOPT** the new Code of Conduct.

12.7 To consider and agree if Councillors are to have a Council email or keep their own.
Cllr Greer Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** to keep their current email addresses.

13 Museum

13.1 To receive clarifications for Council on Museum protocols.
Cllr Revell noted that all Museum issues should be put to Council for ratification.

13.2 To consider and agree actions to the Museums protocols.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** for all Museum issues should be put to Council for ratification.

13.3 Clarifications on the Museum loan.
Cllr West informed Council that when the Museum was purchased Council did not have the money to buy it, hence why a loan was taken out. The rate at the time was positive, but with the current financial climate this has now moved to a negative.

14 Woodhurst

14.1 Update on work at Woodhurst.
The Clerk noted that the chimney work has begun and the contractor has supplied the correct documents to start work.

14.2 To consider and agree actions in regards to Woodhurst.
No resolutions to be made

15 Gold Park

15.1 Update on Playground inspections and to consider and agree an action if needed.
Cllr noted that there were no issues other than the basket all nets are rotten.

16 Health and Safety

16.1 To consider and agree quotes for PAT testing.
Cllr Holliman Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** for Randells to carry out the PAT Testing.

16.2 Update on visit from Norfolk Fire Service.
The Clerk reported on the issues Firefighter John Baker looked into at the Museum/Coast Watch Site on the 3rd October 2017. He mentioned the following;

1. There is no major fire risk as there are minimal sources of ignition.
2. A bit of housekeeping in the upstairs cupboard and to ensure if there is / are electrical points within the room they are kept clear of combustible material in close proximity
3. To fit a "linked" smoke alarm ensuring that when one goes off so does the other.
4. Fire extinguishers are there to protect the escape route during a fire not fight it. So install links smoke detectors
5. The ladder that Coast Watch has is not an acceptable option for escape.
6. Coast Watch needs to devise an action plan in case of a fire or an emergency upstairs. This to be put up at Coast Watch and include address, postcode and call 999. If Fire is detected Coast Watch staff upstairs need to evacuate / investigate immediate
7. To put an outdoor staircase is not a viable financial option. If the stairs could not be used the Fire Brigade would you a platform lift to get people from the top floor.

16.3 To consider and agree actions to the Visit from the Norfolk Fire Service
Cllr Fredericks Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to give an action plan to Coast Watch to deal with the issues raised and in addition to all members receive an annual fire drill.

17 Reports from Outside Bodies

17.1 To receive Reports from Member representatives on Outside Bodies
- Coronation Hall - NTR
- Citizens Advice Bureau - NTR
- MADRA - NTR
- Mundesley Youth & Community - NTR
- Inshore Lifeboat - NTR
- Visitors Centre – Now closed for the winter
- Maritime Museum - NTR
- North Norfolk Tourism Overview and Management Forum - NTR
- Overstrand Partnership Forum - NTR
- Coastal Protection Committee - NTR
- Bacton Liaison Committee - NTR
- SNAP – Awaiting next meeting date

18 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 Cheetham reported that the SAM2 signs are now on Cromer Road and working well. Once all 4 locations have been covered he will upload the date and present to Council.

19 Correspondence

19.1 To consider correspondence received by the Council and agree responses thereto

A. Letter from Lloyds Bank.

Lloyd Bank sent a letter to thank the Council for their contribution to their chosen charity of Mental Health UK

B. Letter from Citizens Advice.

The Citizens Advice sent a letter to thank the Council for their contribution of £250.00.

20 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 why they lights had been put up on the seafront and they create a light pollution.

A member of the public commented on the amount of young people hanging around the shelters now.

A member of the public asked if there was a log kept of incidents and if so were they in the summer. Was the vandalism caused by locals or visitors?

A member of the public commented that they lights were ugly and some shine in the path of oncoming cars.

A member of the public commented that Fish and Fry in the village have offered to pay for the village Christmas tree this year.

A member of the public informed Council that school children would be hanging decorated baubles ion the tree this year.

21 Date of Next Meeting

21.1 To confirm that the date of the next Meeting of the Parish Council will be held on 27th November 2017 in the Jubilee Room, Coronation Hall at 7:00pm.

22 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.

23 EMPLOYMENT

23.1 To received and update on the Hayes and Storr invoice.

Cllr Harding reported to Council that they have no real course for re-dress in regards to the invoice as Council is a public body.

23.2 To consider and agree an action to the Hayes and Storr bill

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

Members **AGREED** to pay the bill with a cover letter expressing Councils discontent.

23.3 To consider and agree hiring a hand writing expert

Cllr Keddell Proposed to move the motion.

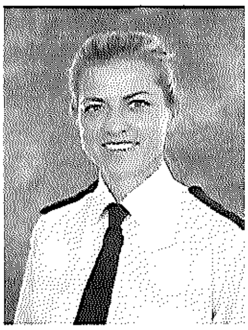
Members **AGREED** to defer this item.

MEETING CLOSED: 9:51PM

Newsletter

Date: October, 2017

Bacton, Dilham, Happisburgh, Honing, Mundesley, Paston, Walcott, and Witton



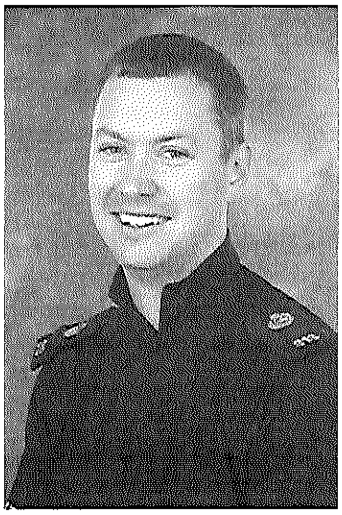
Message from Inspector Teresa Futter

Welcome to this month's newsletter. Working closely with the local community is key to delivering all aspects of modern policing. I encourage you to continue to support us through our Public Engagement and Safer Neighbourhood Action Panel (SNAP) Priority Setting Meetings, the date of your next meeting can be found overleaf.

As the nights draw in, I would like to remind you that the darker evenings can make it easier for opportunist criminals, so I would ask you all to be vigilant, secure your homes and property and to report any suspicious people or vehicles to us immediately via 101 or 999.

Crime Updates (1st - 30th September)

Offence	Numbers	What could this entail
Arson	0	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	4	Harassment, alarm or distress is caused in a non-crime incident.
Burglary - Residential	0	Entry and theft to any building within the curtilage/boundary of a residence.
Burglary - Business and Community	0	Entry and theft to any building or structure not within the curtilage/ boundary of a residence.
Criminal Damage	0	A person destroys or damages property belonging to someone else.
Domestic	3	Domestic incidents where a crime has not occurred. Parties are aged 16 or over and have been intimate partners or family members regardless of sexuality.
Hate Incident	0	Any incident where a crime has not occurred which the victim, or anyone else, thinks is based on someone's prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.
Race or Religious aggravated public fear	0	Any crime determined to have a hate element as per above.
Possession of controlled substance	1	Unlawful possession of a drug classified in class A, B or C.
Possession of weapons	0	Unlawful possession of an article used as a weapon.
Public fear, alarm or distress	3	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	0	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	1	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	0	Any motor vehicle including those abandoned.
Theft of pedal cycle	0	From a public place, if stolen form a shed or garage this would be a Burglary Residential.
Theft from a person	0	Purse being taken from a handbag, or a mobile phone from a shopping basket.



Message from your Engagement Officer

Speeding continues to be a concern for many communities across North Norfolk and is often raised at SNAP Priority Setting meetings.

In an effort to tackle this common complaint Community Speed Watch was launched in 2007 and is a project working across Norfolk empowering communities to play an active part alongside the Police and the Safety Camera Partnership in tackling the problem of speeding in their neighbourhoods.

We currently have 11 teams across North Norfolk with several more villages and streets interested and trying to find enough volunteers to start.

If you would like to get involved or find out more please contact me on 101 or email davisonp@norfolk.pnn.police.uk for an informal chat about the scheme.

What is happening in your area

Public Engagement meeting for North Walsham and surrounding villages

7:00pm on Wednesday 18th October 2017

The Atrium, Spencer Avenue, North Walsham.

Why not come along and have your say? After the meeting the Safer Neighbourhood Action Panel will discuss and decide the priorities for all partners to act upon for the next three months. The adopted priorities will be published on the Norfolk Constabulary website, via Police Connect and Social Media.

Neighbourhood Priorities

The following priorities were agreed at the Safer Neighbourhood Action Panel Meeting held at The Atrium, North Walsham on Wednesday 9th August 2017:

1. Speeding & Vehicle Nuisance on Aylsham Road, North Walsham
2. Vehicle Nuisance—ignoring "Access Only" signs on Station Road, North Walsham

Point of contact

Follow us on social media

@NorthNorfPolice

www.crimestoppers.co.uk

www.norfolk.police.co.uk

SNTNorthWalsham@norfolk.pnn.police.uk

Non-emergency - 101

Partner contacts

NHS - 111

NCC - 0344 800 8020

NNDC - 01263 513811

Norfolk County Councillor's Report - November 2017

Since my last report there has been a meeting of the full council which, predictably, was dominated by the debate about the Council's budget.

Lib Dem councillors voted against £5 million cuts for Children's Centres over the next two years and against the proposed 40% cut in mobile libraries. One part of the Council's strategy is to look for opportunities to share buildings and space – for example putting Children's Centres and libraries on the same site perhaps. I will be monitoring this carefully as the proposals are fleshed out to make sure it doesn't lead to a loss of valuable services.

Another area that has concerned me – I was quoted in the press about it – is the way the Council has drawn up its savings plans, front loading the cuts across the four year cycle. If you were cynical you might suggest this has been done to leave 2021 – election year – with no cuts but what it means is that we bear the costs earlier which means over time more is cut from spending.

A proposed £500,000 cut to bus services is a worry but my colleagues on the Environment, Development and Transport committee have at least blocked a plan to make Parish Councils pay for grit bins in the future.

Colleagues are also working hard to challenge the plan to cut all of Norfolk's Police and Community Support Officers and reduce counter services at police stations in North Norfolk.

I am really keen to hear the Parish Council's views on all of these issues and anything else affecting the County Council's budget plan.

In other news, I was delighted to have the chance to attend the National Children's and Adults Services Conference along with the leadership of Norfolk's Children's Services. It was a great opportunity for me to learn more about these services and to link up with councillors from across the country who are trying to get to grips with the challenges of delivering the services in a time of reducing budgets.

Norfolk County Council is investing £12m in a scheme to improve services for children in the county – particularly those with additional needs. I will be keeping a close eye on this as it is implemented, particularly as a new director of Children's Services is starting work this month and will need to take forward the plan.

Finally a plea to let me know if you have any projects that you think could be funded from the £6,000 highways 'pot' that I have been allocated to spend in Mundesley division. The projects can be co-funded from the Parish Partnership scheme too. A fair chunk of my fund for this year remains unallocated at present.

Ed Maxfield, November 2017

edward.maxfield@norfolk.gov.uk

07449 706215

www.edmaxfield.org.uk

LLOYDS BANK

Your account statement
Statement sheet number: **72**
Issue date: **29 September 2017**

Write to us at:
PO Box 1000
Andover
BX1 1LT

Call us on: **0345 072 5555** (from UK)
+44 1733 347338 (from Overseas)
Visit us online: **www.lloydsbank.com**

MUNDESLEY ON SEA PARISH COUNCIL
THE CLERK
THE OLD FIRE STATION
BACK STREET
NORWICH
NORFOLK
NR11 8JJ

J3179U01BBKMAA0000006088001006355000

Your branch: **N WALSHAM (776607)**
Sort code: **77-66-07**
Account number: **24793068**
BIC: **LOYDGB21E56**
IBAN: **GB44 LOYD 7766 0724 7930 68**

BUSINESS ACCOUNT
MUNDESLEY ON SEA PARISH COUNCIL

PFIU0BC0000000
M317A207NQ0
D317A207S0U

Account Summary

Balance On 1 September 2017	£214,763.39
Total Paid In	£29,441.61
Total Paid Out	£3,160.27
Balance On 29 September 2017	**£241,044.73**

Account Activity

Date	*Payment type*	*Details*	*Paid out (£)*	*Paid in (£)*	*Balance (£)*
1 Sep 17		**BALANCE BROUGHT FORWARD**			**214,763.39**
4 Sep 17	Direct Debit	BRITISH TELECOM VP67537670M04601	75.08		214,688.31
4 Sep 17	Cheque	000715	587.80		214,100.51
5 Sep 17	Direct Debit	E.ON 011515907360A	15.31		214,085.20
5 Sep 17	Cheque	000717	21.00		214,064.20
7 Sep 17	Cheque	000713	100.00		213,964.20
7 Sep 17	Direct Debit	SIEMENS FIN SERV A8234458	107.96		213,856.24
11 Sep 17	Transfer	NCI COASTWATCH MUN NCI INVOICE 5		116.61	213,972.85
12 Sep 17	Cheque	000718	50.00		213,922.85
15 Sep 17	Direct Debit	ANGLIANWATERBUSINE 0313717601	22.88		213,899.97
18 Sep 17	Direct Debit	SOUTHERN ELECTRIC 319956931	4.35		213,895.62
18 Sep 17	Direct Debit	SAGE SOFTWARE LTD Z6Q2XKV	7.20		213,888.42
18 Sep 17	Direct Debit	SOUTHERN ELECTRIC 625135021	19.14		213,869.28
19 Sep 17	Payment	SERVICE CHARGES REF : 234299627	29.45		213,839.83
20 Sep 17	Direct Debit	NORTH NORFOLK DC 01 30463173	60.00		213,779.83
20 Sep 17		**BALANCE CARRIED FORWARD**			**213,779.83**

LLOYDS BANK

Your account statement
Statement sheet number: **73**
Issue date: **29 September 2017**

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+44 1733 347338 (from Overseas)
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MUNDESLEY ON SEA PARISH COUNCIL
THE CLERK
THE OLD FIRE STATION
BACK STREET
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NORFOLK
NR11 8JJ

Your branch: **N WALSHAM (776607)**
Sort code: **77-66-07**
Account number: **24793068**
BIC: **LOYDGB21E56**
IBAN: **GB44 LOYD 7766 0724 7930 68**

BUSINESS ACCOUNT
MUNDESLEY ON SEA PARISH COUNCIL

PFIU0BC0000000

Account Activity

Date	*Payment type*	*Details*	*Paid out (£)*	*Paid in (£)*	*Balance (£)*
20 Sep 17		**BALANCE BROUGHT FORWARD**			**213,779.83**
21 Sep 17	Direct Debit	SOUTHERN ELECTRIC 933065021	29.04		213,750.79
21 Sep 17	Direct Debit	SOUTHERN ELECTRIC 092684021	122.44		213,628.35
22 Sep 17	Payment	000748	150.00		213,478.35
25 Sep 17	Direct Debit	SOUTHERN ELECTRIC 828425021	171.55		213,306.80
25 Sep 17	Faster Payment	DOWN TG+LA BBA DOWN LA + TG RP4670565638735900 201995 30 25SEP17 01:55		895.00	214,201.80
26 Sep 17	Cheque	000747	1,587.07		212,614.73
29 Sep 17	Bank Giro Credit	NNDC		28,430.00	241,044.73
29 Sep 17		**BALANCE CARRIED FORWARD**			**241,044.73**

M317A207NQ0

CHAIR:- (Redacted due to data protection)

DATE:- 30.10.17

D317A207S0U

Messages

Please note that only compensation related queries should be referred to the FSCS on the reverse of this statement.
For our data privacy notice, please see: http://www.lloydsbank.com/business/privacy.asp

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LLOYDS BANK

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Andover
BX1 1LT

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+44 1733 347338 (from Overseas
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MUNDESLEY ON SEA PARISH COUNCIL
THE CLERK
THE OLD FIRE STATION
BACK STREET
NORWICH
NORFOLK
NR11 8JJ

Your branch: **N WALSHAM (776607)**
Sort code: **77-66-07**
Account number: **24793068**
BIC: **LOYDGB21E56**
IBAN: **GB44 LOYD 7766 0724 7930 68**

PFIU0BC0000000

BUSINESS ACCOUNT
MUNDESLEY ON SEA PARISH COUNCIL

INTEREST RATES FOR THE PERIOD 10 AUG 17 TO 14 SEP 17

Debit Rates 10 AUG 17 – 11 SEP 17

Unauthorised Borrowing	2.200% pm

Credit Rates (Gross) 10 AUG 17 – 11 SEP 17

£0	0.00% pa

Credit Rates (Gross) 12 SEP 17 – 14 SEP 17

£0	0.00% pa

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Unauthorised borrowing fee: £15.00
Unpaid item (direct debit): £35.00
Unpaid item (cheque): £35.00,
Unpaid item (standing order): £35.00

If your account becomes overdrawn, or you exceed any agreed overdraft limit, we may allow an overdraft to be created or allow the agreed overdraft limit to be exceeded. In these circumstances the new or excess overdraft is an unauthorised overdraft and you will be charged at the rate for unauthorised borrowing which is shown on your statement and will incur other unauthorised borrowing charges shown above.

Interest is calculated on the cleared daily balance of the new or excess overdraft and is payable for the duration of the new or excess overdraft.

We may change any of our charges and interest at any time and will notify you in writing at least two months before we make any change. You will be deemed to have accepted any such change if you do not notify us to the contrary before the date any such change comes into effect. However, if you choose not to accept any change:

- You can close the account at any time before the change comes into effect provided that any outstanding amounts on the account are paid; or
- Our notice of the change shall be deemed to be notice of termination given under the terms of your account and your account Agreement will terminate the day before any change comes into effect. Should there be any outstanding balance on the account it will become immediately due and payable on termination.

When we tell you about a change we will do so by letter, e-mail, text, statement, statement inserts or messages or in any other way which is sent to you individually.

If the change is to your advantage we may change our interest rates at any time and without notice to you. We will tell you about the change by putting notices in our branches within three Business Days of making the change or by telling you personally within 30 days of making the change and we will update our website within three Business Days of an interest rate change taking effect.

LLOYDS BANK

SUMMARY

For further information about any of the charges on this invoice, or the underlying transactions, please call the telephone number on page 1.

Service provided between 10 August 2017 and 9 September 2017

Description	Quantity	Unit price GBP	Total price GBP (ex VAT)	Code
Itemised Service Charges				
ID 77–66–07 24793068				
ACCOUNT PAYMENTS				
Cheques	10	0.70	7.00	EX
Direct Debits	10	0.40	4.00	EX
Free Debits	1	0.00	0.00	EX
SUB TOTAL			**11.00**	
ACCOUNT RECEIPTS				
Automated Credits	1	0.15	0.15	EX
Credits paid in	2	0.70	1.40	EX
Faster Payment Credit	1	0.15	0.15	EX
SUB TOTAL			**1.70**	
OTHER SERVICES				
Cash paid in	536.37	0.65 per 100	3.48	EX
Cheques paid in	1	0.35	0.35	EX
SUB TOTAL			**3.83**	
MONTHLY FEES				
Account Maintenance Fee	1	5.50	5.50	EX
SUB TOTAL			**5.50**	
SUB TOTAL FOR ACCOUNT			22.03	
SERVICE TOTAL			**22.03**	

LLOYDS BANK

Lloyds Bank plc
Commercial Banking
P.O. Box 1000
BX1 1LT

www.lloydsbank.com

Telephone: 0345 072 5555

MUNDESLEY ON SEA PARISH COUNCIL
THE CLERK
MUNDESLEY ON SEA PARISH COUNCIL
THE OLD FIRE STATION
BACK STREET
NORWICH
NORFOLK
NR11 8JJ

PFIU0BC000000

INVOICE

VAT registration number:	GB–244–1555–76
Date / Tax point:	12/9/2017
Invoice reference:	236587663

MUNDESLEY ON SEA PARISH COUNCIL

Charges **incurred from** 10 August 2017 to 9 September 2017

The total amount shown will be debited on or after **17 October 2017.**

Summary	**GBP excluding VAT**	**GBP VAT amount**	**GBP including VAT**
Total VAT @ 0.00%	22.03	0.00	22.03
Sub total	22.03	0.00	22.03
Total			**22.03**

To be debited from		
77–66–07 24793068	GBP	22.03
Total	GBP	**22.03**

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Key to codes	
Code	Description
EX	UK VAT Exempt Rate

PFIUoBC0000000

M317A207NQ0

D317A207S0U

Date: 10/10/2017	Mundesley-On-Sea	Page 1
Time: 10:15	Bank Reconciliation Statement as at 10/10/2017 for Cashbook 5 - Lloyds Bus Banking Extra A/c	User: DJ

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Lloyds Bank - 24793068	29/09/2017	73	241,044.73
			241,044.73

Unpresented Cheques (Minus)

			Amount	
20/07/2017	000690	Mayday Office Equipment Servic	114.00	
20/07/2017	000694	VAL BROOKS	100.00	
24/08/2017	000716	Keith Pinner	50.00	
21/09/2017	000719	Emma Harrison	120.00	
21/09/2017	000720	Rainbow Office Supplies Ltd	263.33	
21/09/2017	000721	T RIVETT	480.00	
21/09/2017	000722	BRIAN PEARCE	120.00	
21/09/2017	000723	Rose & Brooks	100.00	
21/09/2017	000724	Glasdon	849.07	
21/09/2017	000725	JOSH BIZ DESIGN	750.00	
21/09/2017	000726	Rainbow Office Supplies Ltd	134.99	
21/09/2017	000727	JAMIE TUPPER	137.50	
21/09/2017	000729	Southern Electric	438.52	
21/09/2017	000730	RBS Software	139.20	
21/09/2017	000731	WESTCOTEC LTD	213.60	
21/09/2017	000732	ALCC	10.00	
21/09/2017	000733	North Walsham Signs Ltd	84.00	
21/09/2017	000734	Mundesley Hardware	44.98	
21/09/2017	000735	Renosteel	307.20	
21/09/2017	000736	URM (UK) Ltd	46.80	
21/09/2017	000737	Citizens Advice Bureau	250.00	
21/09/2017	000738	North Norfolk District Council	5.34	
21/09/2017	000739	Lloyds Bank	10.00	
21/09/2017	000740	Rainbow Office Supplies Ltd	56.54	
21/09/2017	000741	T. Rivett	470.00	
21/09/2017	000742	TT Jones	208.67	
21/09/2017	000743	ICO	35.00	
21/09/2017	000744	CROWN SUPPLIES	19.08	
21/09/2017	000745	Norfolk Parish Training (NPTP)	88.00	
21/09/2017	000746	URM (UK) Ltd	45.00	
				5,690.82
				235,353.91

Receipts not Banked/Cleared (Plus)

	0.00	
		0.00
		235,353.91
Balance per Cash Book is :-		235,353.91
Difference is :-		0.00

Lloyds Bus Banking Extra A/c

List of Payments made between 04/09/2017 and 29/09/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
04/09/2017	Doreen Joy	000718	50.00	LGA 1972 Sec.144	Payment for Wurlitzer
04/09/2017	British Telecom	D/D	75.08	TELE ACT 1984 SEC.97	TELEPHONE&INTERNET AUGUST
05/09/2017	EON	D/D	15.31		FEEDER PILLAR
07/09/2017	Mundesley Hardware	000704	19.95		Correct Amount
07/09/2017	T & L DOWN	FASTER PAY	-895.00		SHOULD HAVE BEEN A CREDIT
07/09/2017	Siemens Fianacial Services Ltd	D/D	107.96		PHOTOCOPIER LEASE
15/09/2017	Anglian Water	D/D	22.88	PHA 1936 SEC.125	Pavilion June,July,August
18/09/2017	Southern Electric	D/D	4.35		MUGA QTR 2
18/09/2017	Sage One Payroll	D/D	7.20		Payrol - Sept
18/09/2017	Southern Electric	D/D	19.14		Toilets QTR 2
19/09/2017	Lloyds Bank	PAYMENT	29.45		SERVICE CHARGES 234299627
20/09/2017	North Norfolk District Council	D/D	60.00	PHA 1936 SEC.87	RATES FOR BACK ST TOILETS
21/09/2017	Emma Harrison	000719	120.00		Training Cllr Cheetham & Clerk
21/09/2017	Rainbow Office Supplies Ltd	000720	263.33		Stationary
21/09/2017	T RIVETT	000721	480.00	PHA 1875 Sec.164	Gen main,car boots, petrol
21/09/2017	BRIAN PEARCE	000722	120.00	LGA 1972 Sec.144	Stage for Christmas Fair 2016
21/09/2017	Rose & Brooks	000723	100.00	LGA 1972 Sec.144	Heart Trail Sheets
21/09/2017	Glasdon	000724	849.07	PHA 1875 Sec.167	Cllr Wyndham Bench
21/09/2017	JOSH BIZ DESIGN	000725	750.00	LGA 1972 SEC.142	Deposit for website
21/09/2017	Rainbow Office Supplies Ltd	000726	134.99		ARCHIVE FILING
21/09/2017	JAMIE TUPPER	000727	137.50		Emegency plumbing@Woodhurst
21/09/2017	Southern Electric	000729	438.52	PCA 1857 SEC.3	STREET LIGHTS - AUGUST
21/09/2017	RBS Software	000730	139.20		Software Maint Sept 2017/2018
21/09/2017	WESTCOTEC LTD	000731	213.60	LG&R 1997 SEC.30	POSTS FOR SAM2 SIGNS
21/09/2017	ALCC	000732	10.00		Membership for CLerk
21/09/2017	North Walsham Signs Ltd	000733	84.00	LGA 1972 Sec.144	Road signs for events
21/09/2017	Mundesley Hardware	000734	44.98	LG&R Act 1997 SEC.30	Padlocks for SAM2 Signs
21/09/2017	Renosteel	000735	307.20	PHA 1875 Sec.167	Replace & repair Zipwire
21/09/2017	URM (UK) Ltd	000736	46.80		GLASS RECYCLING
21/09/2017	Citizens Advice Bureau	000737	250.00	LGA 1672 SEC.142	2017 Donation
21/09/2017	North Norfolk District Council	000738	5.34		Woodhurst Tax 6.6-24.2/17
21/09/2017	Lloyds Bank	000739	10.00	LGA 1972 SEC.137	Donation for grant chqs
21/09/2017	Rainbow Office Supplies Ltd	000740	56.54		ARCHIVE FILING
21/09/2017	T. Rivett	000741	470.00	PHA 1875 SEC.164	Maintenance & car boots July
21/09/2017	TT Jones	000742	208.67	PCA 1857 SEC.3	STREET LIGHTS JULY 2017
21/09/2017	ICO	000743	35.00		Data Protection Subscription
21/09/2017	CROWN SUPPLIES	000744	19.08	PHA 1936	SOAP FOR BACK ST TOILETS

Continued on Page 2

Mundesley-On-Sea

Lloyds Bus Banking Extra A/c

List of Payments made between 04/09/2017 and 29/09/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
				SEC.87	
21/09/2017	North Norfolk District Council	000745	60.00	PHA 1936 SEC.87	RATES BACK ST TOILETS
21/09/2017	Norfolk Parish Training (NPTP)	000745	88.00		CHAIRMANS COURSE & DATA
21/09/2017	URM (UK) Ltd	000746	45.00		GLASS RECYCLING - AUGUST
21/09/2017	North Norfolk District Council	000745	-60.00		ENTERED AS CHQ NOT D/D
21/09/2017	Southern Electric	D/D	29.04		Pavilion Electricity
21/09/2017	Southern Electric	D/D	122.44		Museum Electricity
21/09/2017	Doreen Joy	000747	1,587.07	LGA 1972 SEC.112	Salary & Expenses Sept
22/09/2017	Petty Cash	000748	150.00		PETTY CASH
25/09/2017	Southern Electric	D/D	171.55		Office QTR 2

Total Payments	7,003.24

Mundesley-On-Sea

Cashbook 5

Lloyds Bus Banking Extra A/c

Receipts received between 04/09/2017 and 29/09/2017

Receipt Ref	Name of Payer	£ Amnt Received		£ Debtors	£ VAT	Nominal Ledger Analysis A/c	Centre	£ Amount	Transaction Detail
BGC	Banked: **11/09/2017**	**116.61**							
BGC	Coastwatch		116.61			1420	401	116.61	Electric Museum
FASTER	Banked: **25/09/2017**	**895.00**							
FASTER	TG & LA DOWN		895.00			1600	601	895.00	Woodhurst Rent
BGC	Banked: **27/09/2017**	**28,430.00**							
BGC	North Norfolk District Council		28,430.00			1076	101	26,500.00	PRECEPT & GRANT
						1077	101	1,930.00	PRECEPT & GRANT
	Total Receipts:	29,441.61		0.00	0.00			29,441.61	

LLOYDS BANK

Your account statement
Statement sheet number: 38
Issue date: 29 September 2017
Page: 1 of 4

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J3179U01BBKMAA0000008089001004355000

Your branch: N WALSHAM (776607)
Sort code: 77-66-07
Account number: 24793760
BIC: LOYDGB21E56
IBAN: GB81 LOYD 7766 0724 7937 60

PFIU0BC0000000

BUSINESS ACCOUNT
NO2 ACCOUNT

Account Summary

Balance On 1 September 2017	£1,728.96
Total Paid In	£0.00
Total Paid Out	£5.50
Balance On 19 September 2017	**£1,723.46**

Account Activity

Date	*Payment type*	*Details*	*Paid out (£)*	*Paid in (£)*	*Balance (£)*
1 Sep 17		**BALANCE BROUGHT FORWARD**			**1,728.96**
19 Sep 17	Payment	SERVICE CHARGES REF : 232816028	5.50		1,723.46
19 Sep 17		**BALANCE CARRIED FORWARD**			**1,723.46**

Redacted due to data protection RF

Redacted due to data protection

M317A207NO2

D317A207S10

Messages

Please note that only compensation related queries should be referred to the FSCS on the reverse of this statement.
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LLOYDS BANK

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Your branch: **N WALSHAM (776607)**
Sort code: **77-66-07**
Account number: **24793760**
BIC: **LOYDGB21E56**
IBAN: **GB81 LOYD 7766 0724 7937 60**

PFIU0BC0000000

BUSINESS ACCOUNT
N02 ACCOUNT

INTEREST RATES FOR THE PERIOD 10 AUG 17 TO 14 SEP 17

Debit Rates 10 AUG 17 – 11 SEP 17

Unauthorised Borrowing	2.200% pm

Credit Rates (Gross) 10 AUG 17 – 11 SEP 17

£0	0.00% pa

Credit Rates (Gross) 12 SEP 17 – 14 SEP 17

£0	0.00% pa

M317A207N02

D317A207S10

Unauthorised borrowing fee: £15.00
Unpaid item (direct debit): £35.00
Unpaid item (cheque): £35.00,
Unpaid item (standing order): £35.00

If your account becomes overdrawn, or you exceed any agreed overdraft limit, we may allow an overdraft to be created or allow the agreed overdraft limit to be exceeded. In these circumstances the new or excess overdraft is an unauthorised overdraft and you will be charged at the rate for unauthorised borrowing which is shown on your statement and will incur other unauthorised borrowing charges shown above.

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- Our notice of the change shall be deemed to be notice of termination given under the terms of your account and your account Agreement will terminate the day before any change comes into effect. Should there be any outstanding balance on the account it will become immediately due and payable on termination.

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Mundesley-On-Sea

Bank Reconciliation Statement as at 10/10/2017
for Cashbook 6 - Lloyds Bus Bank No 2 A/c

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Lloyds Bank No.2 - 24793760	19/06/2017	38	1,723.46
			1,723.46

Unpresented Cheques (Minus)	Amount	
	0.00	
		0.00
		1,723.46

Receipts not Banked/Cleared (Plus)		
	0.00	
		0.00
		1,723.46

Balance per Cash Book is :-	**1,723.46**
Difference is :-	**0.00**

Date: 10/10/2017

Time: 12:10

Mundesley-On-Sea

Lloyds Bus Bank No 2 A/c

List of Payments made between 01/09/2017 and 19/09/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
19/09/2017	Lloyds Bank	PAYMENT	5.50		Charges ref:232816028
		Total Payments	5.50		

DATE	DESCRIPTION	V No	AMOUNT	BALANCE
			FWD	16 90
6/9/17	Milk	64	58p	16 32
8/9/17	Blue Tack	65	1.29	15 03
11/9/17	Milk & Biscuits	66	2.08	12 95
26/9/17	Window Clean	67	10.00	2 95
	Petty Cash In	~~[illegible]~~	+150.00	152 95
27/9/17	Stamps	68	31.20	121 75

CHAIR : — RFO 30/10/17

Bank Reconciliation Statement as at 10/10/2017
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash	31/03/2017	6	121.75
			121.75
Unpresented Cheques (Minus)		**Amount**	
		0.00	
			0.00
			121.75
Receipts not Banked/Cleared (Plus)			
		0.00	
			0.00
			121.75
		Balance per Cash Book is :-	**121.75**
		Difference is :-	**0.00**

Octobers' Payments

Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
178	Doreen Joy	000747	Salary & Expenses Sept	£1,587.07	Chris West		Peter Gray	
179	Cash	000748	Petty Cash	£150.00	Chris West		N/A	N/A
180	Lloyds Bank	D/D	Bank Charges 10.8.17-9.9.17	£22.03				
181	BT	D/D	Phone & Internet Sept	£78.86				
182	NNDC	D/D	Rates - Back St Toilets	£60.00				
183	SAGE	D/D	Payroll Software - Oct	£7.20				
184	SSE	D/D	Street Lights - October	£484.73				
185	Hayes & Storr	000749	Partial Payment for legal work	£3,600.00	Denise Revell		Jonathan Parke	
186	Norfolk Pension Fund	000750	Employer & Employee pension Sept 2017	£484.58				
187	Strand Heating	000751	Woodhurst Call Out	£48.00				
188	TT JONES	000752	Street Lights Maintenance - Sept	£208.67				
189	Rainbow Office	000753	Stationary	£67.66				
190	Mayday	000754	Copies Sept	£387.16				
191	Portable Office	000755	Storae Container for office	£3,222.00				
192	Trevor Rivett	000756	Maintencance - Sept	£480.00				
193	TT JONES	000757	Street Lights Maintenance - August	£756.59				
194	X 2 Connect	000758	Paint Kit for BT Box	£154.80				
195	K. Cheetham	000759	Mileage for course	£22.50				
196	KEWT Cleaners	000760	Museum cleaning	£50.00				
197	Mazars LTD	000761	External Audit 2016/17	£480.00				
198	Royal British Legion	000762	Poppy wreaths	£34.00				
199	Chevertons	000763	Maps and calendars	£156.00				
200	Rainbow Office	000764	Stationary & Fire blankets	£233.68				
201	URM LTD	000765	Glass Collection	£37.80				

Agreed at Full Council on 30.10.17 **Chair Sign:** **RFO Sign:**

Octobers' Payments

Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
202	Norfolk County Council	OOO766	Road Closure for Christmas Fair 2017	£36.00				
203	Doreen Joy	OOO767	Salary & Expenses October	£1,891.10				
204	Norfolk Pension Fund	OOO768	Employer & Employee pension Oct 2017	£655.97				
205	HMRC	D/D	PAYE 6.8.17 - 5.9.17	£682.62				
206	HMRC	D/D	PAYE 6.9.17 - 5.10.17	£575.32				
207	TT JONES	OOO769	Seafront Lights	£2,996.64				
208	ISH Technical	OOO770	MUGA Tolen Box	£338.62				
209	D Revell	OOOO771	National Archives Costs	£211.90				

Agreed at Full Council on 30.10.17 Chair Sign: RFO Sign: