

MUNDESLEY-ON-SEA PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 20 JUNE 2016 IN THE CORONATION HALL, MUNDESLEY

Present: Cllr C West (Chairman), Cllr P Gray (Vice-Chairman)
Cllrs D Harding, J Holliman, J Parke, D Revell, L Stango, D Smith

District Cllr B Smith

Asst. Clerk: Mrs D Joy

Members of Public: – 6

Clerk: Mrs J White

Prior to the start of the meeting, the Chairman announced that this meeting would be recorded.

01 Apologies for Absence

Cllr C Payne (ill health) and Cllr P Keddell (other commitments)

02 Declarations of Interest and requests for Dispensations

Cllrs Revell and Parke declared an interest in item 8.7 on the Agenda.

03 Minutes of Previous Meeting

- 3.1 Minutes of the Annual Council Meeting held on Monday 16 May 2016 were agreed and approved by all and signed by the Chairman.
- 3.2 The Minutes of the Confidential Extraordinary Meeting held on Tuesday 5 April 2016 were not approved and no motion was made to sign them. **Action:** Clerk to contact NALC and take advice regarding who agrees the Minutes

04 Chairman's Announcements

The Chairman had nothing to report.

05 Police Report

PCSO Fathalla sent his apologies due to annual leave and the Clerk read out the report:

- 1 x Anti-social behaviour – relates to communication between two individuals rather than behaviour in the village
- 4 x Assaults
- 1 x Harassment and 1 x non-crime first instance of harassment
- 2 x Domestic incidents
- 1 x Theft
- 2 x Criminal damages
- 1 x Possession of an Offensive Weapon
- 1 x Public Order

Re-dacted due to
data protection

06 County & District Councillor Reports

District Councillor Barry Smith reported the following:

6.1 To receive County Councillor's Report:

- County Council is to continue with its Parish Partnership Scheme next year and the closing date for this is 16 December 2016

6.2 To receive District Councillor's Report

- Grass cutting has been reduced to every two months due to budget cuts; however, due to the number of complaints received the budget will be reviewed.
- The Local Government Sea Defence Group visited Mundesley and inspected the sea front and the new ramp for the lifeboat and they were happy with the work carried out.
- An introduction of electronic working will start in September, which will allow Parish/Town Councils to view all planning applications on line, allowing Councils more time to discuss the plans and will hopefully speed up the planning process.
- NNDC are going to place a notice near the new footpath installed by residents down to the beach on the Continental Slope, stating that they are not responsible for the steps and anyone using them do so at their own risk.

07 Planning, Building & Environment Committee

- 7.1 All Members present wished to be considered for the PBE Committee and Cllrs Payne and Keddell requested via the Clerk to remain on the Committee. Members agreed that all Members present would sit on the Committee and the Terms of Reference will be amended to accommodate 10 Members, allowing the two absent Members to be voted on at the next Full Council Meeting.

- 7.2 To consider and agree the following planning applications:

PF/16/0638

Removal of condition 3 of planning permission 91/0378 to allow holiday occupancy all year round

26 Hillside, Mundesley, Norwich, NR11 8BP

Members **supported** this application

PF/16/0670

Rear extension and reorganisation adjustments made at first floor, to the existing chalet bungalow. Works include a new roof and facing gables to the front and rear of the property

27 Trunch Road, Mundesley, Norwich, NR11 8JU

Members **supported** this application.

08 Finance & General Purposes Committee

- 8.1 All Members present wished to be considered for the F&GP Committee and Cllr Keddell requested via the Clerk to remain on the Committee. Members agreed that all Members present would sit on the Committee and the Terms of Reference will be amended to accommodate 10 Members, allowing the two absent Members to be voted on at the next Full Council Meeting if they wished to sit on the Committee.

- 8.2 Minutes of the FGP Committee Meeting held on 15 June 2016 were agreed and approved.
- 8.3 Members agreed the Statement of Income and Expenditure for year ended 31 March 2016.
- 8.4 Members agreed Section 1 – “Annual Governance Statement 2015/16” of the Annual Return for the year ended 31 March 2016, which was then signed by the Chairman and the Clerk.
- 8.5 Members agreed Section 2 – “Accounting Statements 2015/16” of the Annual Return for the year ended 31 March 2016 which was duly signed by the Chairman.
- 8.6 Members agreed to instruct TT Jones to replace the lamp post in High Street, Col.9049 at a cost of £1,342.09 + VAT to supply and install with additional UKPN charges of £2,788.80 for a UKPN Road Closure Order.
- 8.7 Members considered the grant applications in respect of monies given from the Car Boot proceeds and agreed the following:

All Saints Parish Church	Don't be alone at Christmas	£250
1 st Mundesley Scout Group	Purchase of a bell tent	£250
Mundesley Junior School	Purchase of rapid reading books	£250
Mundesley Action 4 Cardiac Hill	New steps for beach access	£250
Coronation Hall	Replace damaged theatre curtains	£250
East Anglian Air Ambulance	Compression bands for CPR machine	£250
Mundesley Festival	Running costs	£250
Mundesley Ambulance Responders	Various items	£250

- 8.8 Members agreed to go ahead with the printing of “Muleslai to Mundesley” at a cost of £1,950 with Cheverton Printers.

09 Employment Committee

- 9.1 Members agreed that the Employment Committee would remain with 4 members made up of the Council Chair and Vice-Chair, as ex-officio members, Cllr Keddell, who expressed via the Clerk to remain on the Committee and Members agreed to Cllr Harding joining the Committee. Cllr Stango proposed that Cllr Harding becomes the Chairman of the Committee, which was seconded by Cllr West and all Members agreed.

10 Council Documents

- 10.1 Members raised some queries regarding the Grievance Procedure and it was agreed that Cllr Harding would meet with the Clerk to discuss and amend as necessary and it will then be resubmitted for consideration and adoption.
- 10.2 Cllr Revell queried where complaints would go to in respect of the Social Media Policy being breached. The Clerk agreed to look at the document to make sure this was written into it and resubmit for consideration and adoption.

11 Woodhurst

- 11.1 Members agreed to appoint Acorn Properties to carry out a Let Only Service of Woodhurst at a cost of 1st month's rent to sign tenants and do referencing plus inventory fee which is £95 + VAT.

12 DBS Checks

- 12.1 The Clerk informed Members that because they did not work with vulnerable people or children, they did not fall into the criteria for having DBS checks and if Members agreed to do this, they would be committing a criminal offence. A Member disputed this and it was agreed that the Clerk would put it on the agenda for the next Full Council Meeting and provide Members with the written evidence.

13 Traffic Calming

- 13.1 The Rt Hon Norman Lamb wrote to Council to say a member of the public had raised concerns with him regarding possible speeding on Cromer Road. Cllr Revell reported that a member of the public had also approached her about this. Members agreed to write to Norfolk Constabulary see if they would carry out a traffic speed survey.

14 The Queen's Birthday Celebrations

- 14.1 Members reported that the Party in the Park was a great success. £417.41 had been raised from the two events and Members agreed to put it into the Council's account for towards future events.

15 WW2 Gun Emplacements

- 15.1 Cllr Revell requested that Members consider an information board about the gun emplacements. Members agreed that Cllr Revell could carry out some investigations into funding etc. and report back.

16 Skate Park

- 16.1 The Clerk reported that the soil had washed away at the side of the ramps on the skate park, leaving exposed, sharp edged concrete, which could be a potential hazard. It was agreed that Cllr Parke would see if he could rectify this.

17 Parish Partnership Initiative

- 17.1 Members asked the Clerk to defer this to the next meeting.

18 All Saints Church

- 18.1 The Clerk reported that she had received a letter from the Church requesting a grant towards the repairs of the Church Rooms. Members agreed that the Clerk would write back to the Church to find out what sort of figure they were looking for, together with a breakdown of who from the Community uses the Church Rooms.

19 Reports from Outside Bodies

To receive Reports from Member representatives on Outside Bodies

- (i) **Coronation Hall** – Cllr Keddell reported via the Clerk that the Coronation Hall Committee is looking to increase the cost of hiring the hall.
- (ii) **Citizens Advice Bureau** – Cllr Stango reported that the take up at the outreach centre has been very slow. It was agreed that this had not been advertised very well and Cllr Stango agreed to speak to them about this.
- (iii) **MADRA** – Cllr Gray reported there had been no meeting; however, he had heard that they were in line to run Trunchonbury this year.

- (iv) **Inshore Lifeboat** – There was nothing to report
- (v) **Visitors Centre** – Cllr Smith reported they had a new volunteer and are still looking for further volunteers
- (vi) **Maritime Museum** – Cllr West reported that the Museum will be opening on Monday 27 June 2016.
- (vii) **North Norfolk Tourism Overview & Management Forum** – Cllr Parke reported that they are looking at the figures to see if they can get some money back from 2nd homes.
- (viii) **Overstrand Partnership Forum** – Nothing to report

20 To Report any other Business

Cllr Revell requested that the remainder of the cost for the school reading books, as stated on the school's grant application form is added to a future agenda for consideration under S137.

The Clerk confirmed that Reverend Andrew Jones has said he was going to speak to the PCC Committee to see if they required Council presence at the Committee Meetings and would get back to us if they would like MPC to attend.

Correspondence

To consider correspondence and agree action:

- An email from Mrs Jordan requesting a memorial bench.
- Email from the Links Chalet Park regarding unpleasant incidents with dogs.
- Email from Paul Ingham at NNDC regarding the Allotments
- Email from a student regarding her GCSE Geography course and cliff erosion in Mundesley
- Email from Renosteel to say the footpath in the Memorial Garden has been delayed
- Email from resident regarding overgrown footpath from North Field Road to Heath Lane

19 Public Participation Time

- Mrs Payne reported that the Boat Day would have donkey rides
- Mrs Payne queried why the expenses given to the public were not the same as those given to Members and did not include salaries.
- Mrs Payne thanked Parish Councillors and Doreen for helping at the party in the park and especially thanked District Cllr Smith and his family.
- Mr Stango raised DBS checks.
- Mrs Spray asked for her application to use Gold Park for the Boat day to be considered.

20 Date of Next Meeting

The date of the next Meeting of the Parish Council will be held on Monday 18 July 2016 in Coronation Hall, Mundesley at 7.00pm.

The Meeting closed at 8.55 pm

CHAIRMAN:

*Redacted due to
data protection*

.. DATE: *18/7/16*