

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 22nd July 2019 IN THE CORONATION HALL, MUNDESLEY.

Present: Cllrs: D. Harding (Chair)
Cllrs: D Revell, B Reynolds, C Payne, J Barnes,

Members of Public: – 4

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 and that this meeting was being recorded

MINUTES

01 Apologies for Absence

Cllrs Fredericks, West, Gray, Nicholas and Parkin sent their apologies.

02 Declarations of Interest and Requests for Dispensations

None

03 Minutes of Previous Meetings

3.1 To agree and sign Minutes of the Full Council held on Monday 24th June 2019.

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

Members **AGREED** the Minutes of the Full Council Meeting held on Monday 24th June 2019.

The Chair signed the minutes.

04 Chairman's Announcements

4.1 Chairman's Report – See attached report.

05 Police Report

5.1 To receive an update on incidents from Police.uk site. – May 2019

Violence and Sexual Assaults = 4

Criminal Damage and Arson = 2

Anti-Social Behaviour = 4

Public Order = 1

Other Theft = 1

06 County & District Councillor Reports

6.1 To receive County Councillor's Report

Cllr Maxfield sent his apologies and would send on his report. This will be on the website or a hard copy can be obtained from the Clerk.

6.2 To receive District Councillor's Report

Cllr Fredericks sent her apologies and sent in a report. This will be on the website or a hard copy can be obtained from the Clerk.

07 Planning, Building & Environment Committee

7.1 Update on the Boat planter.

The boat is now completed and the resident that donated it is very happy with it.

7.2 To consider and agree if to hold an opening ceremony for the lady who donated the boat.

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

Members **AGREED** to hold a ceremony where the plaque will be unveiled and a presentation to the donor.

08 Finance & General Purposes Committee

- 8.1 To consider and agree Junes' banks reconciliations of accounts.
Cllr Reynolds Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** Junes' banks reconciliations of accounts.
- 8.2 To consider and agree June's petty cash reconciliations.
No petty cash spent.
- 8.3 To consider Julys' payments for approval and Junes receipts.
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** Julys' payments for approval and June's receipts.
- 8.4 To consider and agree the cost for Gold Parks governing document.
Cllr Barnes Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the approximately cost of £315 for Gold Parks governing document.

09 War Memorial

- 9.1 To consider and agree if to have the WW2 names placed on the War Memorial.
A resident had raised the query of having the names of those who died in World War 2 placed on the new War Memorial.
Cllr Barnes Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** to have the names of those who died in World War 2 placed on the new War Memorial.
- 9.2 To consider and agree the cost for the WW2 names to be placed on the War Memorial.
The Clerk informed members that the cost of adding the names would be £594 plus VAT. This would be granite stone plaque, the same as those in situ, placed into the wall just below the nurse.
Cllr Revell Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** the cost for the WW2 names to be placed on the War Memorial.

10 Neighbourhood Plan

- 10.1 Update on the Neighbourhood plan and to consider and agree any actions.
The Chair noted that this has already been covered in his Chairman's Report.

11 Policies, Documents, Communications and Training

- 11.1 Update on security at the office and to consider and agree any actions.
The Clerk informed member that she was waiting on a revised quote for the door lock.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for the budget of up to £1600 for CCTV, door lock and new panic button alarm to be fitted to the office.
- 11.2 To consider and agree if to allow Cllr Fredericks to hold monthly surgeries in the Council Office.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to suggest to District Councillor Frederick to perhaps hold them in the visitors centre as this is where they had been done previously.
- 11.3 To consider and agree the meeting dates for 2020.
Cllr Payne Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to the meeting dates for 2020, but to cancel the August's meeting for this year and next.
- 11.4 To consider and agree if to take out Cyber Insurance.
The Chair commented that it had been brought to his attention at a Conference the importance of Cyber insurance to protect against fraudulent emails, payments and any other forms of Cyber-attack.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to take out Cyber insurance with their current provider.

12 Museum

- 12.1 To consider and agree if to have an outside shutter on the new museum window.
Cllr Reynolds Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** to speak to security people on the best options for the new museum window.

13 **Woodhurst** = nothing to report.

14 **Events**

14.1 To consider and agree to have Pat Nearney under Council's insurance for Norfolk Day.

Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to have Pat Nearney under Council's insurance for Norfolk Day.

14.2 To consider and agree the risk assessment for Summertime on the Prom.

Cllr Reynolds Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** the risk assessment for Summertime on the Prom.

14.3 Update on the new Christmas lights and to consider and agree and actions.

The Clerk informed members that permission from 2 of the landlords had been obtained, and Council were just waiting on the third landlord. Nearly all the shops had signed the sheet agreeing to the new proposed lights for Christmas. Cllr Revell offered to get the rest of the signatures.

Member were also given the terms from one of the landlords to agree.

Cllr Reynolds Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** the terms from one of the landlords.

15 **Reports from Outside Bodies**

15.1 To receive Reports from Member representatives on Outside Bodies

- Coronation Hall - NTR
- Citizens Advice Bureau -NTR
- Inshore Lifeboat -NTR
- Visitors Centre.- NTR
- Coastal Protection Committee – Cllr Payne commented that the Bacton project is different to the Mundesley Project.
- SNAP -NTR
- Coast Watch - NTR

16 **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 Harding asked for the presentation for operation London Bridge be placed on a future agenda.
Cllr Harding also asked for enhancements to the new village map be on a future agenda.

17 **Correspondence**

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

A. A letter from the Mundesley 1st Air Scouts.

The Scouts had asked permission to sub lease the Scout Hut.

Members requested that the following was obtained before a decision could be made. Permission is obtained in writing from their insurance that the Scouts are covered to do this under their current policy and the stipulations required by their insurance to allow this.

B. An apology from resident.

A letter had been received from the resident who was rude to the Clerk.

C. Thank you letter from the Brownies.

The Brownies thanked Council for their grant of £400.

D. An email from Groundworks re the grant for Watson Watt Gardens.

Ground works had suggested that as Watson Watt Gardens project had not gone ahead so far that the money be allocated to another project Council is taking on and it was suggested the Museum receive this money towards the current refurbishment.

Members concluded to agree with Groundworks and let them know the money would now be used for the Museum.

18 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 if there would be a ceremony for the WW2 Memorial and would the Royal British Legion be involved.

19 Date of Next Meeting

19.1 To confirm that the date of the next Meeting of the Parish Council will be held on 30th September 2019 in the Jubilee Room, Coronation Hall at 7:00pm.

MEETING CLOSED: 8:17PM

CHAIR: _____

DATE: _____

District Councillor Report July 2019

Sorry I can't be with you for the meeting. Please find my report below:

I have thankfully finished training. This means that i have been able to devote more of my time to answering residents concerns.

Casework:

The fence at the side of Beach Close has taken careful negotiations between A shop owner and NNDC. We reached a compromise and the fence has been erected.

The Coastal Path between Sandy Gulls and Trimmingham House is being monitored by myself and NNDC Environmental Protection once a week. The resident concerned has been also updated by myself once a week.

A query regarding recycling bins at Seaward Crest has arisen. I am asking the council if the residential properties there can have green bins in addition to the household refuse black bins. I hope to have an answer next week.

Local Plan:

The first meeting of the Build Heritage Policy working party is taking place Monday 22nd. Although I'm not on the committee I will attend. I have written emails to the portfolio holder Cllr Karen Ward and Mark Ashurst local plan manager, to ask for a meeting with Mundesley Parish Council. I have stressed the importance (in the strongest terms) of the input of MPC in the drawing up of the Local Plan. I believe that MPC was under represented on many fronts at the time of the original discussions. On Monday I will hopefully come away with potential dates for the meeting and a greater understanding of the mechanisms behind the local plan.

I would be grateful if MPC could give me a briefing of the alternative solution it has for the development for housing to help the process.

Environmental:

The sandscaping at Bacton is going very well and is hitting the National News. This is a massive achievement for NNDC and Bacton Gas Terminal. The rest of the county are waiting to see how effective this project is, as this is the first for Great Britain. I am also pleased to say that the Sandmartins are happy and doing well. They were swooping all around us when we visited the site on Monday 15th July.

Van Ord the operators of the scheme have made a grant for £25K to local organisations. It is administered through the Big Society Fund team at NNDC.

Tenders will be sent out in September for the Cromer and Mundesley Sea defence projects will see the tender process starting in September. It is hoped that by going to tender for both sites costs may be reduced. I have emailed Rob Goodliffe for any clarification on timescales for the project.

NNDC have on their list of repairs a trip hazard on the east prom to do.

The Norfolk Boreas Offshore Wind Farm

There is an application relating to the construction and operation of an offshore wind farm located approx 73km from Happisburgh. Covering an area approximately 725km². The cables would make landfall at Happisburgh and then travel 60km to a substation then continue to Necton to connect with the National Grid. A hard copy of the application is available to view from North Walsham Library until Sept 1. An USB copy can be picked up free of charge from the NNDC office or North Walsham Library. Any responses or representations in respect of the project can be completed on line infrastructure.planninginspectorate.gov.uk/projects/eastern/norfolk-boreas/. I have a map of the area of the proposed site and a USB copy of the application if you would like to borrow it.

NNDC have declared a Climate Change Emergency. It is now working hard to reduce our impact on the environment and enhance the positive changes. NNDC are holding an environmental forum on August 15th at the atrium North Walsham High School.

I copied this from the NNDC Website: (<https://www.north-norfolk.gov.uk/news/2019/july/north-norfolk-district-council-to-host-an-environment-forum/>)

North Norfolk District Council is to host an environment forum, to give people a chance to work together on key green issues. Members of the public are invited to the event on Thursday 15 August at the Atrium in North Walsham from 2pm – 8pm.

The District Council is committed to developing and delivering an Environmental Charter with the aim of becoming a leader in meeting high environmental and energy standard. It's inviting interested groups and individuals to consider how best to work together to benefit and protect North Norfolk for the future.

Members of the public can drop in between 2pm – 5pm when Council Members and staff will be on hand to talk about what the Council is looking to do to tackle local and national environmental concerns and what steps it has already taken to address climate change. A second session will be held from 6pm-8pm and will feature key speakers and a workshop. Members of the public are advised to email democraticservices@north-norfolk.gov.uk if they wish to attend the evening event. Refreshments will be provided.

Cllr. Nigel Lloyd, North Norfolk District Council's Cabinet Portfolio for the Environment will host the event. He explained: "I would encourage anyone who cares about the future of our planet to come along to North Norfolk District Council's first Environment Forum"

"The Environment Forum will enable us to us to understand what concerns local people have regarding Climate Change and is a great opportunity to tackle them together to make a positive difference."

Crime:

Two residents of our village have messaged me about a red Astra causing disturbances and apparent reckless driving. They and many others have reported this to the police. I have emailed PC Paul Gwynn our local beat manager to ask what the police are doing about this. I will update you and the residents as soon as I receive a reply.

Deep Coast History Project

On Tuesday 16th July the DHC project was launched at the Sheringham Museum. Thankfully the local and National media were there to record and show the importance our coast line. The discovery of 800,000 foot prints at Happisburgh helped raise the media coverage.

The planting is now thankfully looking healthy and is being regularly watered. I have asked the project manager for an update on the completion of the plinth and Mundesley project.

This is their response:

"Just awaiting the installation of the resin bound glass. This has to go hand in hand with the Cromer site as the contractor is coming from Warwickshire to do both simultaneously. They are measuring out early next week after Richard and I marked out the designs on Wednesday with hopefully installation asap thereafter. This bit has been a pain and I've really struggled to get a contractor to do it.

I have just emailed Doreen to ask if she wanted the shelter painted a new colour (in keeping with the DHC colours or 'Mundesley blue' perhaps?) She has not yet responded but we need to get that bit done.

The plants and grass seem to have done quite well just one small patch that has died. The larger plants were installed this week and will continue to be watered for a while. Obviously this will depend on the weather. Oh and just the mammoth femur to fit but we can do that at any point."

I share the disappointment and frustration around the lateness of the launch. This was exacerbated by staffing problems at NNDC. There has been several mistakes made by outside contractors too. They also didn't want to launch the project before it was ready. Visit North Norfolk and Visit Norfolk websites have made publicising the DHC project as successful as possible.

The Mammoth Marathon is being put together for next summer. There will be a half marathon starting from Mundesley open for runners who prefer a shorter course. I will let you have more information as I get it. This is a great opportunity to boost our visitor numbers and together we can make a good job of publicising this.

Meetings

Full Council 25 June

Media interview techniques 26 June

Coastal Partnership meeting and field trip July 15th

Deep History Coast Launch July 16th

Overview and Scrutiny Committee (revenue arrears collection review and report) 17th July

Development Committee 18th July

Next full council meeting 24th July.

I remain committed to representing and assisting Mundesley and MPC. Please feel free to contact me with any questions.

Jullys' Payments							
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name Sign 2
118	BT	D/D	Phone & Internet - July	£73.61			
119	SAGE	D/D	Payroll - July	£7.20			
120	SSE	D/D	Street Lighting - June	£337.35			
121	EON	D/D	Feeder Pillar - June	£14.53			
122	HMRC	D/D	paye 6.5.19-5.6.19	£943.73			
123	Doreen Joy	001200	Salary June	£2,156.80			
124	Norfolk Pension Fund	001201	Employee & Employer Pension	£29.87			
125	NNDC	001202	Admin Fee for Summertime on the Prom	£50.00			
126	NNDC	001203	TEN for Summertime on the Prom	£63.00			
127	Electro Supplies	001204	PA System for Events	£631.74			
128	NNDC	001205	TEN Norfolk Day	£21.00			
129	AJ Walker	001206	Summertime on the prom	£100.00			
130	PJ Dann	001207	Punch & Judy Norfolk Day	£215.00			
131	Pat Nearney	001208	Norfolk Day performances	£250.00			
132	Robin Evans	001209	Summertime on the Prom	£150.00			
133	Sports Courts	001210	Tennis Court Sockets	£108.00			
134	Cozens	001211	Street Lighting - June	£120.00			
135	Rainbow Stationary	001212	Stationary and Bins	£429.48			
136	ROSPA	001213	Annual Inspections 2019	£379.20			
137	Glasdon	001214	Bin for Cromer Rd	£354.75			
138	T. Rivett	001215	Works during June	£631.03			
139	SLCC	001216	Summer Conference	£99.00			
140	MAYDAY	001217	Photocopies June	215.38			
141	W Myhill	001218	Refub Museum	£2,112.00			

Agreed at Full Council on 22.7.19

Chair Sign:

RFO Sign:

Jullys' Payments							
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name Sign 2
142	North Walsham Fire Protection	001219	Annual Service	£54.00			
143	D.Harding	001220	Leaflets for Norfolk Day	£30.75			
144	Kerrys	001221	2nd Payment for Museum Floor	£552.87			
145	D Gillet	001222	Tree Survey	£1,200.00			
146	North Walsham Signs	001223	3 Banners for Dog Show	£129.60			
147	Reno Steel	001224	Instsalling village map	£60.00			
148	Val Brooks	001225	leaflets for Dino Trail	£61.47			
149	Travis Perkins	001226	Padlocks and chains - Gold Park	156.79			
150	Hudson Energy	D/D	Fraud D/D	£251.48			
151	URM LTD	D/D	Glass Recycling	£39.60			
152	Wave	D/D	Water bill - PAVILION	£6.30			
153	LLOYDS	D/D	Bank Charges 10.5.19-9.6.19	£47.61			

Agreed at Full Council on 22.7.19

Chair Sign:

RFO Sign:

Junes' Income						
Voucher Number	Payee	Payment Method	Description	Amount		
21	Coronation Hall	Cheque	Notice Board Rent 2019/20	£25.00		
22	Stall Holder 15	Cheque	Norfolk Day	£10.00		
23	Mundesley Free Church	Cheque	Notice Board Rent 2019/20	£25.00		
24	Mundesley Visitors Centre	Cheque	Notice Board Rent 2019/20	£25.00		
25	Friends of Coastwatch	Cheque	Notice Board Rent 2019/20	£25.00		
26	Pebble Pre Schools	Cheque	Notice Board Rent 2019/20	£25.00		
27	Bills Ices	Cheque	Stall for Norfolk Day	£10.00		
28	Bills Ices	Cheque	Stall for Dog Show	£10.00		
29	Methodist Church	Cheque	Notice Board Rent 2019/20	£25.00		
30	Manor Hotel	Cheque	Notice Board Rent 2019/20	£25.00		
31	Mundesley WI	Cheque	Notice Board Rent 2019/20	£25.00		
32	All Saints Church	Cheque	Notice Board Rent 2019/20	£25.00		
33	Yoohoo Donuts	Cheque	Stall for Dog Show	£20.00		
34	Swash Nosh	Cheque	Stall for Dog Show	£40.00		
35	Car Boot	Cash	10 Cars 1.5.19	£60.00		
36	Car Boot	Cash	14 Cars 22.5.19	£84.00		
37	Car Boot	Cash	7 cars 24.4.19	£32.00		
38	Car Boot	Cash	13 cars 5.5.19	£78.00		
39	MUGA	Cash	Token Money	£42.00		
40	Car Boot	Cash	19 cars 29.5.19	£114.00		
41	Car Boot	Cash	18 cars 15.5.19	£108.00		
42	Mundesley Butchers	Cash	Planter Sponsor	£25.00		
43	Coast Watch	BGC	Museum Electricity	£137.24		
44	Lloyds Bank	BGC	D/D Refund Fraud - BT	£9.00		
45	Lloyds Bank	BGC	D/D Refund Fraud - Hudson Energy	502.96		
45	Norfolk County Council	BGC	Glass Recycling	118.61		