

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 23rd July 2018 IN THE CORONATION HALL, MUNDESLEY.

Present: Cllrs: D. Harding (Chair)
Cllrs: C West, C Payne, P Keddell, J Parke, B Reynolds, L Stango, K Cheetham, P Gray
County Councillor: Ed Maxfield District Councillor: ~~Penny Smith~~ **Cllr Parke**

Members of Public: – 3

Prior to the meeting the Chair announced any person wishing to photograph proceedings of a meeting should notify the Council at the beginning of the meeting and that this meeting was being recorded

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MINUTES

01 Apologies for Absence

Cllr Revell – wedding anniversary

02 Declarations of Interest and Requests for Dispensations

Cllr Parke declared an interest in Item 11.1

Cllr Payne declared an interest in Item 23.1 and asked for a dispensation to vote and speak.

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

Members **AGREED** for Cllr Payne to have a dispensation to vote and speak on Item 23.1.

Cllr Cheetham declared an interest in Item 11.1

03 Minutes of Previous Meetings

3.1 To agree and sign Minutes of the Full Council Meeting held on Monday 25th June 2018.

Cllr Gray Proposed to move the motion and Cllr Parke Seconded the proposal.

Members **AGREED** the Minutes of the Full Council Meeting held on Monday 25th June 2018.

3.2 To adopt the Minutes of the Finance and Data Protection Committee held on Wednesday 11th July 2018.

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

Members **ADOPTED** the Minutes of the Finance and Data Protection Committee held on Wednesday 11th July 2018.

3.3 To adopt the Minutes of the Employment Committee on Tuesday 17th July 2018.

Cllr Harding Proposed to move the motion and Cllr Gray Seconded the proposal.

Members **ADOPTED** the Minutes of the Employment Committee on Tuesday 17th July 2018.

04 Chairman's Announcements

The Chair mentioned that he and the Vice Chair would be getting access to the office at the end of the month as agreed by Full Council. Cllr Harding stressed the point that the office is only to be accessed in an emergency, and that all data of who logged in and when and for how long is stored on the system.

Cllr Harding informed members that he would be putting together some thoughts on the Neighbourhood plan to go through the Chairs of the committees and Full Council.

The Mundesley Parish Council Newsletter was now printed and will be distributed along with the other leaflets this week.

05 Police Report

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

The Clerk reported that there had been:

3 Public Order Offences

2 Criminal Damage

4 Violence and Sexual Assaults

2 Theft

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- 5.2 Police Newsletter for June 2018.
Councillors had no comments to make.
- 06 **County & District Councillor Reports**
- 6.1 To receive County Councillor's Report
See attached report
- 6.2 To receive District Councillor's Report
Waiting on Barry's report
- 07 **Planning, Building & Environment Committee**
- 7.1 To receive an update on the trees at the Memorial Gardens.
Cllr Payne informed members that he had met with the tree surgeon and had seen the rot at the bottom of the stumps and that the trees needed to be taken down.
- 7.2 To consider and agree the quote to take down the trees at the Memorial Gardens.
Cllr Cheetham Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the quote to take down the trees at the Memorial Gardens.
- 08 **Finance & General Purposes Committee**
- 8.1 To consider and agree Junes' banks reconciliations of accounts.
Cllr West Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** Junes' banks reconciliations of accounts.
- 8.2 To consider and agree Junes' petty cash reconciliations.
Cllr Cheetham Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** Junes' petty cash reconciliations.
- 8.3 To consider Julys' payments for approval.
Cllr Cheetham Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** Julys' payments for approval.
- 09 **Events Working Group**
- 9.1 To consider and agree actions to the revised War Memorial.
Cllr Stango informed members that the revised plan had been changed due to restriction by the museum and that Council needed planning permission to erect this. It was also mentioned that after the WW1 anniversary Council would also consider having the names of those who died in WW2 added on. The Clerk informed members that the revised plan would be up for public consultation on Norfolk Day.
Cllr West Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** the revised War Memorial and to put in a planning application.
- 9.2 Update on Norfolk Day and to consider and agree any actions.
Cllr Stango informed members that the Dog Show had been postponed due to the heat. The rest of the day will go as planned. Pat Nearnys is also doing his show on the day.
Cllr Cheetham Proposed to move the motion and Cllr Keddall Seconded the proposal.
Members **AGREED** the risk assessment for the day, authorised Pat Nearnys fee and to allow those stalls who do not have liability insurance to come under Councils.
- 10 **Coastal**
- 10.1 To consider and agree if to look into Mundesley being included on the AONB map.
Cllr Reynolds informed members that Mundesley is not included in the AONB and feels it should be.
Cllr Cheetham Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** for Cllr Reynold to write to the Norfolk Coast Partnership to ask how Mundesley can proceed with this.
- 11 **Highways**
- 11.1 To consider and agree a letter in support of the Schools' proposals for the parking issues.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for Council to write a letter of support for the school having zigzag lines opposite the school.

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data protection

- 12 Policies, Documents, Communications and Training**
- 12.1 To consider and agree the dates for Council Meetings in 2019.
Cllr Cheetham Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the dates for Council Meetings in 2019.
- 12.2 To consider and agree Cllr Cheetham attending a budget course.
Cllr Reynolds Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **AGREED** for Cllr Cheetham to attend a budget course.
- 12.3 To consider and agree if to send all minutes to County for safe keeping.
Cllr Cheetham Proposed to move the motion and Cllr Reynold Seconded the proposal.
Members **AGREED** to send all minutes to County for safe keeping.
- 12.4 To consider and agree a response to the letter from NNDC.
Cllr Parkin Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to the draft response in reply to the letter from NNDC.
- 13 Museum**
- 13.1 Update on Museum and to consider and agree any actions.
The Clerk informed members she was still awaiting quotes.
- 14 Woodhurst**
- 14.1 Update on Woodhurst and to consider and agree any actions.
The Clerk informed members that she is just waiting on the quotes for the water tank.
- 15 Gold Park**
- 15.1 To consider and agree who will do the playground inspections.
Cllr Parkin offered to do the playground inspections and the MUGA tokens.
- 15.2 Update on the Zipwire and to consider and agree any actions.
Cllr Payne Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** for the Clerk to contact Renosteel to get all the other bolts checked.
- 15.3 Update on ROSPA reports and to consider and agree any actions.
Cllr Cheetham Proposed to move the motion and Cllr Parke Seconded the proposal.
Members **AGREED** to get the items on the ROSPA Report that were not in hand sorted.
- 16 Health and Safety**
- 16.1 Training Course
The Clerk reminded members on the Health and Safety training course was in September.
- 17 Reports from Outside Bodies**
- 17.1 To receive Reports from Member representatives on Outside Bodies
 - Coronation Hall – Meeting on Wednesday
 - Citizens Advice Bureau - Nothing to report.
 - Inshore Lifeboat - Life Surfers Club is going very well.
 - Visitors Centre Nothing to report.
 - Maritime Museum Nothing to report.
 - Coastal Protection Committee Nothing to report.
 - Bacton Liaison Committee Nothing to report.
 - SNAP Meeting on Wednesday
 - Coast Watch Nothing to report.
- 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 mentioned the signage pointing people towards the village shops needs looking at.

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19 Correspondence

- 19.1 To consider correspondence received by the Council and agree responses thereto
A. Email from North Walsham Rotarian.
Cllr Cheetham Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to allow the North Walsham Rotarians to plant a crocus bed at Fourways to commemorate the Rotary Clubs park in helping towards irradiating of polio.

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.
No comments from the public.

21 Date of Next Meeting

- 21.1 To confirm that the date of the next Meeting of the Parish Council will be held on 20th August 2018 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 & LITIGATION MATTERS

- 23.1 Update on the Putting Green lease and to consider and agree actions.
Cllr Gray Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** response to the queries raised on the new lease.
- 23.2 To sign the Deed of Rectification for the Links Chalet Park.
Members **AGREED** for the Chair and Vice Chair to sign the Deed of Rectification in front of an independent witness.
- 23.3 To answer questions from the solicitors in regards to the new lease.
Members confirmed the answers to the queries from the Solicitors.
- 23.4 To consider and agree points in side letter when negotiating terms of the new lease.
Cllr Cheetham Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** to add the points from the side letter onto the terms of the new Links Lease.
- 23.5 To consider and agree the report from the solicitors and agree suggestions for updates and amendments for the lease.
Cllr Harding Proposed to move the motion and Cllr Gray Seconded the proposal.
Members **AGREED** to the amendments and suggestions from the solicitors for the new lease.
- 23.6 Update on employment issues and Clerks quarterly review and to consider and agree any actions.
Cllr Harding reported that he had completed the Clerks Annual Review and had this had been presented to the Employment Committee and now to Full Council.
Members **AGREED** to upgrade the Clerks SLCC membership and to put her forward for Clerk of the Year.

MEETING CLOSED: 9:00pm

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CHAIR: data protection

DATE: 20.08.2018.

County Councillor's Report: July 2018

Norman Lamb's annual village tour

I know Norman has cut down on the number of stops he is making on his annual tour of street corner advice surgeries following his health problems earlier in the year so I thought I would highlight the dates and times he is visiting villages in Mundesley division to make sure everyone knows how they can find him (I'm hoping to join him on those stops in case anyone has any County Council issues they want to raise with me):

10:50 Wednesday 29th August
Bacton, Bacton Superstore

11:40 Wednesday 29th August
Mundesley, NNDC car park Beach Road

13:30 Wednesday 29th August
Overstrand, Junction of Harbord Rd & High St

14:20 Wednesday 29th August
Northrepps, Phone box near Foundry Arms

16:00 Wednesday 29th August
Trunch, Corner Stores

Small schools

For any of you who are governors of small schools can I put in a plug for the annual Small Schools Review. The survey will be going out to schools in the autumn and the answers it generates will help to shape the County Council's approach to supporting small schools in Norfolk. The timings for completion of the survey are designed to encourage the involvement of governing bodies in preparing the answers to the questions.

Reinstatement of road markings

My colleague Tim Adams has highlighted a concern that road markings are not being repainted quickly enough after surface-dressing work is done. The contract states that it should be done within two weeks of completion of the work. I'm keen to learn of any examples in your village where this might have been a problem so I can report it on to County Hall and hopefully make sure the problem doesn't occur in the future.

Grass cutting

I have also had complaints about the standard and frequency of grass cutting by the county. I know some parishes have taken on grass cutting themselves and the reports I hear are that it has generally led to a better service. I'd be interested to hear your views on the current service and whether it needs to be improved.

Neighbourhood Watch (NHW)

I was recently asked to press the Police and Crime Commissioner to stand behind an apparent commitment to support NHW activities in the County. The reply I received from the police indicates that there is a review of the NHW going on. They state that they have a five-point plan to develop the existing NHW programme, with a view to a re-launch in April 2019.

1. *Workshops with local co-ordinators and NHW members (September – November)*
2. *Write up outcomes of workshops (November-December)*

3. Identify people's priorities and potential outcomes (December-January)
4. Agree outcomes and create an action plan (January)
5. Develop Communications Plan and apply for funding for new financial (February-March)

These actions will be led by the Norfolk NHW committee with support from National NHW and Norfolk Constabulary. With a clear direction and action plan, Norfolk NHW aim to be one of the leading networks in the country contributing to building intelligence and directing support and intervention to benefit the local communities in both urban and rural areas.

There's no indication of how they will 'identify people's priorities' but I'd suggest writing direct to the PCC's office if you would like your views to be heard.

Mobile library cuts

Sadly, 40% cuts in the mobile library budget look set to go ahead. This is despite surveys showing that nearly 60% of mobile library users do not access static library services and the Council simultaneously spending £2.4m on a strategy to reduce loneliness in the county.

Market Town transport strategy

The County Council is part way through developing transport strategies for a number of market towns. I am especially concerned to make sure that the needs of villages along the coast are taken into account when it comes to developing these strategies. Here is what I have said on the issue:

I am very keen that the reviews don't miss out the impact of market town growth on nearby villages. Traffic and transport problems don't stop magically at town borders.

In North Walsham's case, the planned growth of the town, the building of the NDR and the continuing growth in popularity of the coast east of Cromer (which will be further boosted by the Deep History project and by the dumping of thousands of tonnes of sand at Walcott and Bacton) are all good things but they are all increasing pressures on narrow roads north of the town. Bacton Parish (the communities of Edingthorpe and Pollard Street) is a particular focus for this - and the lack of parking provision in the village will likely store up another problem. Trimingham and Gimingham is another area where there are growing concerns about the speed and volume of traffic.

I'm no expert in this field but it seems to me that there are four things that need to be looked at for the villages north of North Walsham as part of a transport strategy for the town:

- where speed limits need to be lowered and enforcement improved
- where support for bus routes needs to be increased. I am sure the extension of the Coasthopper will be a real boost to Mundesley, Trimingham and Overstrand but what about the villages further east?
- whether anything can be done with road designation/signing to reduce traffic flows on minor roads. There's a tech issue here too. Why doesn't the Council talk to Google about adaptations it could make to its route planning app that might encourage people to stick to preferred routes?
- what can be done to improve facilities and safety for cyclists

That's it. Sorry it's so long – and I didn't even mention fly-tipping!

Ed Maxfield

County Councillor for Mundesley Division

MONDAY 23 JULY 2

B.SMITH.

North Norfolk continued to be the only Council in the County to deliver all of its planned affordable homes, with 90 affordable homes built in the district in the year. The first loan to a Housing Association was issued in January 2018 and is supporting the delivery of a further 91 affordable and market homes on 5 sites across North Norfolk. We started to use the Governments Community Housing Funds and are working with local organisations to support housing provision in those areas most affected by second homes. The Core Strategy target to deliver an average of 400 dwellings per year has been exceeded in each of the last four years with completions over this period totalling 1,950 net additions compared to 1,600 target. This year there were 547 new dwellings built of which 90 were affordable dwellings. These are amongst the highest recorded annual figure over the last twenty years. The forward trajectory suggests high completion rates can be expected for the next two/three years as development proceeds on the larger allocated sites.

Our service delivery continued to be excellent across almost all areas, with completion of Planning Application approvals at its highest level ever, despite difficulties in recruiting qualified staff, and with the service going through a long period of significant and transformational change.

We achieved good results in dealing with fly tipping offences (two being reported in the EDP over the weekend) , even though our initial response was slower than we would have liked, and greatly improved litter collection in the main tourist towns with the introduction of the new " Big Belly" bins, one of which is situated next to Mundesley Maritime Museum.

Our Revenues Team achieved their best ever rate of Council Tax collection: one of the highest in the whole country, and our Leisure and Localities Team ensured that the council had its most successful result ever, when we secured six Blue Flags- at East and West Runton, Cromer, Mundesley, Sea Palling and Sheringham - where we provided lifeguard services, better facilities and cleaner beaches. It meant we now have nearly 10% of all the Blue Flag beaches in England, and no district has more. In land , we also achieved three Green Flag Awards, for Holt Country Park, Sadler's Wood and Pretty Corner Woods.

With reference to the covenant on the land known as the Leas N.N.D.C. is looking in to taking out an indemnity insurance policy to cover any eventuality in respect to the covenant over this land. I am given to understand that N.N.D.C. will be consulting with their insurers as to the costs of taking out such a policy and that once these are known then N.N.D.C. will be in touch with the parish council.

The Mundesley Coastal Management scheme business case as now been completed.

Bacton Liaison Committee. I have received no complaints up to present.

Julys' Payments							
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Sign 2
106	BT	D/D	Phone & Internet - June	£74.90			
107	SAGE	D/D	Payroll - June	£7.20			
108	SSE	D/D	Street Lighting - June	£366.93			
109	EON	D/D	Feeder Pillar - June	£15.74			
110	Lloyds	D/D	Bank charges 0.5-9.6.18	£30.90			
111	HMRC	D/D	Employee & Employer NI -Tax	£1,036.49			
112	Doreen Joy	000934	Salary & Expenses June	£1,994.37			
113	Norfolk Pension Fund	000935	Employee & Employer Pension	£706.61			
114	All Saints Church	000936	Sec 137 Payment for Open Graveyard	£1,000.00			
115	Cozens	000937	Maintenance - June	£120.00			
116	Glasdon	000938	Bench for Warren Drive	£407.95			
117	T Rivett	000939	Maintenance & Car boot- June	£557.03			
118	Chevertons	000940	Leaflets and posters	£458.80			
119	Mayday	000941	Photocopier June	£487.82			
120	ROSPA	000942	Annual Inspection	£369.60			
121	D. Harding	000943	Newsletter Printing	£94.00			
122	B. Reynolds	000944	Dog Show Rosettes & Trophies	£58.00			
123	W. Beauchamp	000945	Museum Website hosting 2018/19	£70.00			
124	Woodpecker Tree Services	000946	Tree Work at Gold Park, High Street	£220.00			
125	North Walsham Signs	000947	6 x wall signs for Gold Park	£165.60			
126	Norfolk Prestige Fencing	000948	Replace knee rail at the MUGA	£90.00			
127	T. Rivett	000949	Replacement cheque for lost cheque 000923	£560.00			

Agreed at Full Council on 23.7.18

Chair Sign:

RFO Sign: