

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 26th February 2018 IN THE CORONATION HALL, MUNDESLEY.

Present: Cllr L Stango (Vice Chairman)
C West, D Revell, C Payne, P Keddell, K Cheetham, N Balding, J Parke,
District Cllr: B Smith

Members of Public: – 11

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

Cllr Harding
Cllr Gray

02 Declarations of Interest and Requests for Dispensations

Cllr Keddell – Item 7.1
Cllr Cheetham – Item 7.2
Cllr Revell – Item 7.2
Cllr West – Item 12.1
Cllr Stango – Item 19

03 Minutes of Previous Meetings

- 3.1 To agree and sign Minutes of the Full Council Meeting held on Monday 29th January 2018.
Cllr Parke commented that his declaration of interest in Correspondence hadn't been minuted. 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 29th January 2018 with the amendment. The Chair signed the minutes and the amendment.
- 3.2 To adopt the Minutes of the Finance & General Purposes Committee held on Wednesday 13th December 2017.
Cllr Parke Proposed to move the motion and Cllr Revell Seconded the proposal. Members **ADOPTED** the minutes of the Finance & General Purposes Committee held on Wednesday 13th December 2017.
- 3.3 To adopt the Minutes of the Finance & General Purposes Committee held on Wednesday 7th February 2018.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal. Members **ADOPTED** the minutes of the Finance & General Purposes Committee held on Wednesday 7th February 2018.

04 Chairman's Report

None

05 Police Report

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

Violence and sexual offences = 3

Burglary = 1

Criminal and arson = 1

5.2 Police Newsletter for January 2018.

Members had no comment to make on this item.

5.3 To receive an update on the changes to the Norfolk Constabulary from LPC Inspector Futter.

Crime has changed in the constabulary. PCSOs cost £30,000 and cannot work after midnight, whereas a Police constable costs £19,000.

Therefore, the Norfolk Constabulary are looking to restructure their resources to best use the funds available to them.

The largest pull on Norfolk Police resources are missing persons and mental health issues.

There will be a Police presence at large events, but not at small events in the future.

There were only 26 calls in the last year to Mundesley.

There have been staffing issues, but this will change with the new recruits.

All officers now wear body cameras which helps when collating evidence for a conviction.

06 County & District Councillor Reports

6.1 To receive County Councillor's Report

Cllr Maxfield was unable to attend. The Clerk informed members of the emailed updates.

Cllr Maxfield reported he has spoken to the teachers about their policy towards parents parking and NNDC where there are any plans to provide additional parking spaces in the land to the east of the new bungalows on Trunch Road.

He has also spoken to the Highways Engineer to look at whether it is possible to move the start of the 30mph limit further south along the Knapton Road to reduce traffic speeds near the Gordon Terrace turning.

6.2 To receive District Councillor's Report.

Vale Road is closed due to subsidence and is being monitored.

There will be no need for substations at Bacton from the offshore development.

Cllr Cheetham asked if Cllr Smith to speak to highways about the issues caused by the road closure on Water Lane and High Street.

07 Planning, Building & Environment Committee

7.1 Planning Applications

PF/18/0221 - Erection of single storey extension

Mundesley House, 1 High Street, Mundesley, Norwich, NR11 8AE.

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

Members **AGREED** to have no objection or comment to application PF/18/0221

PF/18/0254 - Erection of single-storey/two storey rear extension.

1 Victoria Road, Mundesley, Norfolk, NR11 8JG.

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

Members **AGREED** to support application PF/18/0254.

PF/18/0293 - Erection of single storey side and rear extensions

2 Hilda Road, Mundesley, Norfolk, NR11 8BA

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

Members **AGREED** to support application PF/18/0293.

7.2 To receive an update on the meeting regarding the School pool and to consider and agree any actions.

Cllr Keddell informed members that the meeting went well and that the school has denied access to the pool by a builder, to make an assessment. The school are meeting with the working group to set up and review more options.

08 Finance & General Purposes Committee.

- 8.1 To consider and agree Januarys' banks reconciliations of accounts.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** Januarys' banks reconciliations of accounts.
- 8.2 To consider and agree Januarys' petty cash reconciliation.
Cllr Revell Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** Januarys' petty cash reconciliation.
- 8.3 To consider Februarys' payments for approval.
Cllr Parke Proposed to move the motion and Cllr Keddell Seconded the proposal.
Members **AGREED** Februarys' payments for approval.

09 Events Working Group.

- 9.1 To consider and agree the Events Working Group holding an Easter Egg Hunt on Easter Bank Holiday Monday.
Cllr Stango Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to the Events Working Group holding an Easter Egg Hunt on Easter Bank Holiday Monday.
- 9.2 To consider and agree the Events Working Group holding Summertime on the Prom again this year.
Cllr Stango Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to the Events Working Group holding Summertime on the Prom again this year.
- 9.3 To consider and agree the Events Working Group holding a Beacon Lighting and event to commemorate the end of the First World War.
Cllr Stango Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to the Events Working Group holding a Beacon Lighting and event to commemorate the end of the First World War.

10 Coastal.

- 10.1 Presentation on the Cromer Chalk Bed Marine Conservation Zone - Hilary Cox.
Hilary Cox is the project manager on the Cromer Chalk Bed.
3 years ago, the discovery of the chalk reef raised cause for concern.
A working group has been set up, they have made a film and are doing workshops to help re-educate people about the reef.
The next project for this group is the "Agents of Change" for 3 designated areas.
This is to put the feelers out on the project and how to protect it.
The area goes from Weybourne to Happisburgh and covers an area of 321 sq kilometres.
New species have been discovered. The working group are looking to go into schools and there is an idea for snorkel trails.

11 Highways

- 11.1 Update on SAM2 signs and to consider and agree any actions.
Cllr Cheetham informed members that the signs were now on Trunch Road and he would be raising the figures he has collated at the next SNAP meeting.
- 11.2 Update on the parking issues at the school and to consider and agree any actions.
Cllr Smith commented that he had met with Ed Maxfield about Gordon Terrace being blocked by cars and will update Council.
- 11.3 To consider and agree the new contract for the new MPAN for the street lighting.
The Clerk informed Council that MPANs, in layman's terms are as follows, streets lights require an MPAN just for being there, and then have an additional MPAN for each light regime they have. The lights in Mundesley have 2 lights regimes, one for the old lamps and one for the LED lights.
Therefore, as the whole lights inventory has been updated UK Power Networks say Council requires a third MPAN.
Cllr Cheetham Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** the new contract for the new MPAN for the street lighting.

12 Policies, Documents, Communications and Training

- 12.1 To consider and agree actions to having the village businesses on the website.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** for the Clerk to get permission from the Village Centre shops and put a note on the website inviting other business to apply to be added on.
- 12.2 To consider and agree the final draft for the village map.
Cllr Revell Proposed to move the motion and Cllr Parke Seconded the proposal.
Members **AGREED** the final draft for the village map with suggested amendments.
- 12.3 To consider and agree renewing Norfolk Training and Partnership subscription.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** to renew the Norfolk Training and Partnership subscription
- 12.4 To consider and agree sending a formal thank you to Josh Biz and Leigh Caudwell for the Parish website.
Cllr Cheetham Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** to send a formal thank you to Josh Biz and Leigh Caudwell for the Parish website.
- 12.5 To consider and agree the leaflet advertising the shops in the village.
Cllr Revell Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** for the Clerk to make the adjustments and report back to Council.
- 12.6 To consider and agree if to continue with the letters to businesses for contributions to the Coastal Protection Scheme.
Cllr Cheetham Proposed to move the motion and Cllr Keddell Seconded the proposal.
Members **AGREED** to defer this for a future meeting.
- 12.7 To consider and agree an action re the old filing cabinets.
Cllr Cheetham Proposed to move the motion and Cllr Keddell Seconded the proposal.
Members **AGREED** for them to be given free of charge with a signed disclaimer form.
- 12.8 To consider and agree member having identification for when on Council business.
Cllr Balding commented that he felt it would be beneficial for members to have I.D badges when on Council business, as not all residents may know they are a Councillor on Council business.
Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to have ID badges and for Cllr Balding to look into this and to report back to Council.

13 Museum

Cllr West reported that he is looking into putting a WW1 display on in the museum.

14 Woodhurst

The Clerk reported that most of the works had been done and she would update Council as needed.

15 Gold Park

- 15.1 Update on Playground inspections and to consider and agree an action if needed.
Cllr Balding informed members that this was his first time doing the inspection and that all was ok apart from the Tractor roof and some slight rust.
- 15.2 To consider and agree if to fix the fence at the back of the MUGA.
Cllr Cheetham Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** to fix the fence at the back of the MUGA.

16 Health and Safety

Nothing to report

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 – Refit is complete the crew are back on call.
- Visitors Centre – to liaise over the village map in the future.
- Maritime Museum - NTR
- North Norfolk Tourism Overview and Management Forum - NTR
- Overstrand Partnership Forum - NTR
- Coastal Protection Committee - NTR
- Bacton Liaison Committee - NTR
- SNAP – Cllr Parke and Cllr Cheetham are attending the next meeting on the 7th March.
- Coast Watch – waiting to meet up.

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
Nothing to report

19 Correspondence

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

A. Email from a resident about the website.

An email from a resident on how great the new website is.

B. Letter from Eastlaw about GDPR.

A letter from Eastlaw offering to be Councils Data Protection Officer for £2000.00.

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

Members **AGREED** not to take East Law up on their offer as Council have enough resources for Data Protection issues.

C. Letter from NCC about the Norwich Western Link.

A letter inviting members to give their opinions on the Norwich Western Link.

D. Letter from resident about defibrillators.

A member of the public had written to Council to ask them if they would consider buying defibrillators for the village.

The Clerk advised Council that this could be done under Sec.137 powers.

Members **AGREED** for this to be raised on a future agenda.

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 mentioned the I.D cards and DBS checks for Councillors

A member of the public mentioned that Taxi drivers need DBS checks.

A member of the public mentioned that the lifeboat crew and friends have enhanced checks.

21 Date of Next Meeting

21.1 To confirm that the date of the next Meeting of the Parish Council will be held on 26th March 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 To consider and agree actions to the Putting Green lease.

Cllr Cheetham Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the actions to the Putting Green lease.

23.2 To consider and agree actions to the Woodhurst lease.

Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the actions to the Woodhurst lease

23.3 To consider and agree actions to the Coast Watch lease.

Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the actions to the Coast Watch Lease.

23.4 Update on Mundesley Chalet Owners lease.

The Clerk informed members that she is waiting on the Land Registry confirm documents.

23.5 To consider and agree new contract for the street lights.

Cllr Cheetham Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to award the new street lighting contract to Cozens.

Meeting Closed: 9:26pm

Chair: _____

Date: _____

February's Payments							
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Sign 2
297	Lloyds Bank	D/D	Charges 10.12.17-9.1.18	£23.13			
298	HMRC	D/D	PAYE & NI 6.1.18-5.2.18	£791.55			
299	Anglian Water	D/D	25.5.17-21.11.17	£151.28			
300	BT	D/D	Phone & Internet Jan	£72.85			
301	SSE	D/D	Street Lights - Jan 2018	£320.49			
302	SAGE	D/D	Payroll Software - Feb	£7.20			
303	EON	D/D	Feeder pillar - 20.12.17-9.1.18	£24.09			
304	RENOSTEEL	000829	Playboat post	£171.24			
305	Norfolk Parish Training & Support	000830	Councillor & Clerk Training	£330.00			
306	TT Jones	000831	Maintenance - January	£250.00			
307	Rainbow Stationary	000832	Stationary January	£159.24			
308	Stuart Hutcheson	000833	Office 2016 & IT Support	£320.00			
309	Trevor Rivett	000834	Maintenance - Jan	£220.00			
310	Glasdon	000835	Bin for Links Chalet road	£190.84			
311	Josh Biz	000836	Final Payment -website	£1,195.00			
312	Phoenix Engraving	000837	50 Mundesley Rocks	£150.00			
313	Mundesley Hardware	000838	Padlocks & cleaning equipment	£44.31			
314	Coronation Hall	000839	Hall hire 2017	£340.00			
315	RENOSTEEL	000840	ROSPA inspection - Wire Repairs	£240.00			

Agreed at Full Council on 26.2.18 Chair Sign:

RFO Sign:

Agents of Change

at

Cromer Shoal Chalk Beds Marine Conservation Zone

'Common Ground' was a Community Voice Method project involving a film and workshops in 2016. It explored local peoples' values surrounding their local marine environment in the Eastern Inshore Fisheries and Conservation Authority district. The project revealed that people in Norfolk most desired improved local communication and engagement. Agents of Change hopes to address this issue at Cromer Shoal Chalk Beds Marine Conservation Zone (MCZ). This questionnaire aims to start that conversation with you and others who use the coast and sea around Cromer Shoal Chalk Beds MCZ. This information will be kept by the Marine Conservation Society and used for the development of the Agents of Change project and to inform policy makers.

1) How do you use the sea? (please tick all that apply)

- | | | | |
|------------------------------------|--------------------------|---|--------------------------|
| I work as a commercial fisherman | ☐ | I work as a commercial sea angler | ☐ |
| I work for a management body | ☐ | I work/ volunteer for a marine interest NGO | ☐ |
| I work processing/ selling seafood | ☐ | I go swimming and/ or snorkelling | ☐ |
| I go sea angling recreationally | ☐ | I go bait digging | ☐ |
| I do water sports (i.e. kayaking) | ☐ | I go SCUBA diving | ☐ |
| Other (please specify) | | | |

2) Do you have an interest in any of the following? (please tick all that apply)

- | | | | |
|--|--------------------------|---|--------------------------|
| Angling management | ☐ | Beach use management and safety | ☐ |
| Marine Pollution | ☐ | Fisheries management | ☐ |
| Marine Protected Area monitoring and data collection | ☐ | Diver/ snorkeler activity management and safety | ☐ |
| Marine Protected Area management | ☐ | Sustainable local economy | ☐ |
| Visitor management/ sustainable tourism | ☐ | Wind farm cable placement | ☐ |
| Other (please specify) | | | |

Please turn over

3) How would you most prefer to be communicated with? (please tick ONE)

- | | | | |
|---------------|--------------------------|------------------------------|--------------------------|
| Email | ☐ | Telephone call | ☐ |
| Group meeting | ☐ | One to one meeting | ☐ |
| Letter | ☐ | Other (please specify) | |

4) What are your hopes for Cromer Shoal Chalk Beds MCZ? (continue below if required)

5) We would like to develop a shared understanding of how important this site is to local people and businesses, including by taking video recording. Please delete:

Yes / No – I am interested in being involved with the Agents of Change project

Thank you for taking part in this questionnaire. The information from this survey will be collated by end March 2018. Please leave a contact detail so that we can share the results of this survey with you.

Name

Contact address/ telephone/ email

Please return this questionnaire by email to Project Coordinator, Alice Tebb at alice.tebb@mcsuk.org or by hand to Local Contact, Hilary Cox.

North Norfolk Coast (subtidal) geological feature	Hunstanton to Sheringham has considerable importance for its coastal geomorphology and forms one of the most outstanding assemblages of coastal land form in Britain
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*More information here: <http://incc.defra.gov.uk/page-4527>

Cromer Shoal Chalk Beds MCZ will be predominantly managed by 2 bodies, Eastern Inshore Fisheries and Conservation Authority (EIFCA) and the Marine Management Organisation (MMO). EIFCA has duty to manage commercial fishing and recreational sea angling. MMO has duty to manage licensable activities (dredging, construction, wildlife). More information here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/492323/mcz-cromer-shoal-chalk-beds-factsheet.pdf

Currently (February 2018), EIFCA is looking to develop management this year with public consultation.

About Agents of Change

The Agents of Change is a project that is looking to improve local support for well managed Marine Conservation Zones (MCZs). This pilot is new and experimental and as such will be focusing on three MCZs, each at different stages of the identification and governance process. This includes Kingmere MCZ (designated and managed), Cromer Shoal Chalk Beds MCZ (designated and unmanaged*) and Beachy Head East recommended MCZ (undesigned). Cromer Shoal Chalk Beds MCZ is an important MCZ for this initiative. Agents of Change is led by the Marine Conservation Society, with Flora and Fauna International and the New Economics Foundation.

'Common Ground' was a Community Voice Method project between Eastern IFCA and the Marine Conservation Society. In it, the complex range of values of sea-users were recorded and shared: <https://vimeo.com/191148781>. The Common Ground project learned that in Norfolk, there is a real desire amongst locals for improved communication, engagement and information sharing. The Agents of Change project seeks to enhance the awareness and inclusion of local stakeholders in discussions surrounding MCZs. This will mean that all community values regarding the ocean, both financial and non-monetary, can be better recorded, communicated and used to help inform management. By working with local people in this way, concerns about Cromer Shoal Chalk Beds MCZ and the relative merits and future benefits of the site can be more widely considered. This will enhance local ownership of the MCZ.

*Some of Eastern IFCA's existing Byelaws do partially cover Cromer Shoal Chalk Beds but the MCZ itself is not specifically managed.

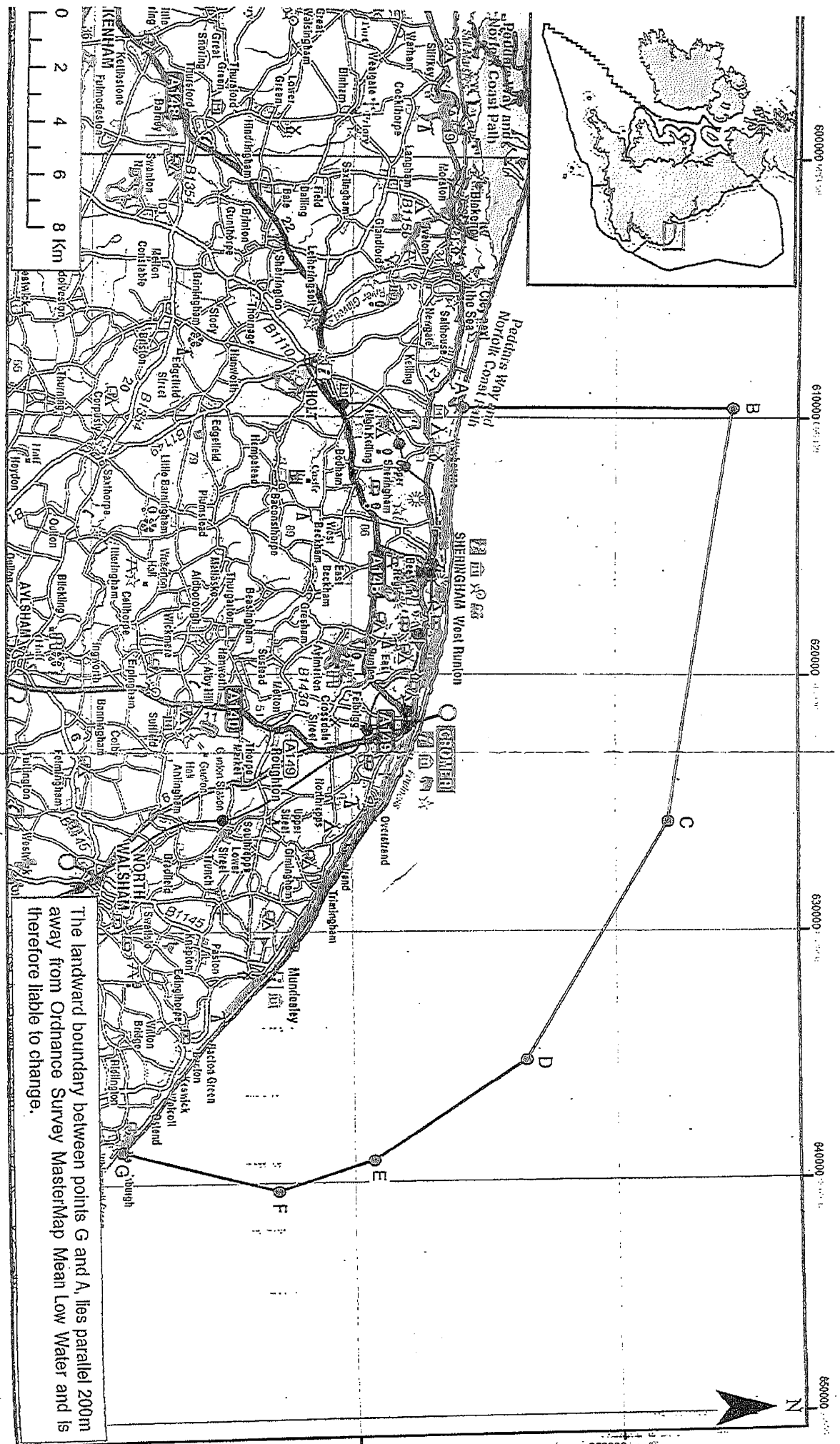
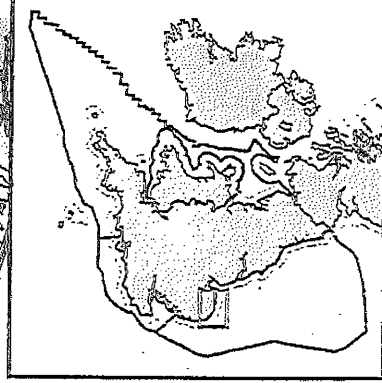
Current work plan:

Raising awareness: Information signs along the coast informing of local marine nature, sustainable fisheries and local fishermen. Outreach and activities for local wider community, including schools, local groups etc.

Improving understanding: Recording local values and sharing them widely.

Increasing communication: Creating a working group of local community members who work in or who have an interest in Cromer Shoal Chalk Beds MCZ.

Currently (Feb 2018) this is being implemented through a community questionnaire, all are welcome to partake.



Former Shoal Chalk Beds (MCZ boundary)

- ☐ Recommended MCZ
- ☐ Regional MCZ project area
- ☐ SPAs
- ☐ SSSIs

- MCZ boundary co-ordinates
- 12nm Territorial Seas Limit
- Land

Point	Lat	Long
A	52° 57' 15.971" N	1° 7' 7.478" E
B	53° 2' 44.496" N	1° 7' 31.160" E
C	53° 1' 2.336" N	1° 21' 48.399" E
D	52° 57' 53.979" N	1° 30' 3.035" E
E	52° 54' 39.322" N	1° 33' 18.066" E
F	52° 52' 37.902" N	1° 34' 13.039" E

Depth Areas (metres)	
-20.0 - -10.0	25.1 - 50.0
-9.9 - -5.0	50.1 - 100.0
-4.9 - -0.0	100.1 - 250.0
0.1 - 5.0	250.1 - 500.0
5.1 - 10.0	500.1 - 1000.0
10.1 - 25.0	

The landward boundary between points G and A, lies parallel 200m away from Ordnance Survey MasterMap Mean Low Water and is therefore liable to change.

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 Map produced by Natural England 2014.
 Reference: Theme ID: 1477586