

**MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 20th August 2018 IN THE CORONATION HALL, MUNDESLEY.**

Present: Cllrs: D. Harding (Chair)
Cllrs: D Revell, C Payne, P Keddell, J Parke, B Reynolds, D Parkin, Cllr Reynolds, Cllr Stango, Cllr Gray.
District Cllr: B Smith

Members of Public: – 3

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 West - railway

02 Declarations of Interest and Requests for Dispensations

Cllr Payne declared an interest in Item 7.1, 12.1, 23.2

Cllr Stango declared an interest in Item 12.1

Cllr Parke declared an interest in Item 10.1

03 Minutes of Previous Meetings

3.1 To agree and sign Minutes of the Full Council Meeting held on Monday 23rd July 2018.

Cllr Parkin commented he is not down as present at this meeting, but in fact was. Therefore, the Chair made the adjustment of adding Cllr Parkin on and signed it.

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

Members **AGREED** the Minutes of the Full Council Meeting held on Monday 23rd July 2018.

The Chair signed the minutes.

04 Chairman's Announcements

Chairman will meet with the Chairs of the Finance and Planning committees ahead of their brainstorming their parts of the neighbourhood plan with their respective committees and reporting back to full council.

Council to publish extracts from the doc produced by Marie Greer about her husband David around the world clipper race achievements in "The Mundesley Tide." The article will have a link to David Greer's chosen charity, Headway.

05 Police Report

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

Public order – 1

Anti-social behaviour – 4

Criminal damage – 1

Theft - 2

5.2 Police Newsletter for July 2018.

The clerk noted that this would now be placed on the website and taken off the Full Council agenda.

- 06 County & District Councillor Reports**
- 6.1 To receive County Councillor's Report
Cllr Maxfield sent his apologies, there are no updates from County.
- 6.2 To receive District Councillor's Report
See attached report
- 07 Planning, Building & Environment Committee**
- 7.1 **Planning Applications**
- PF/18/1144 Demolition of bay window & erection of two-storey adjoining annexe extension The Mount, 1 The Links Road, Mundesley, Norwich, NR11 8AT.
Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** to no objection or comment on this application.
- 7.2 Update on the District Valuer.
The District Valuer will be completing his valuation before the end of August.
- 08 Finance & General Purposes Committee**
- 8.1 To consider and agree Julys' banks reconciliations of accounts.
Cllr Cheetham Proposed to move the motion and Cllr Gray Seconded the proposal.
Members **AGREED** Julys' banks reconciliations of accounts.
- 8.2 To consider and agree Julys' petty cash reconciliations.
Cllr Gray Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** Julys' petty cash.
- 8.3 To consider Augusts' payments for approval.
Cllr Parke Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** Augusts' payments for approval.
- 09 Events Working Group**
- 9.1 Update on War Memorial and to consider and agree any actions.
The Clerk informed members that the planning application is nearly completed.
The events committee had agreed to make a small event of the evenings celebrations as part of the national commemorations organised by "The Battles Over" organisation. This event would include the last post, dedicating and opening the memorial and a small buffet.
Cllr Reynolds Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to holding an event for the Battles Over Celebrations, the Clerk to speak to Rev Jones for someone to bless and dedicate the memorial, for Mike Strong to open the memorial and to purchasing two full size "Tommys" to stand guard either side of the memorial.
Members also **AGREED** for the clerk to obtain quotes for a beacon.
- 10 Coastal**
- 10.1 To consider and agree the draft letter to send to the Norfolk Coastal Partnership.
Cllr Keddell Proposed to move the motion and Cllr Cheetham Seconded the proposal.
Members **AGREED** to send the letter to the Norfolk Coastal Partnership to ask that Mundesley be included in the Area of Outstanding Natural Beauty
- 11 Highways**
- 11.1 To consider and agree Highways adjusting the signage at the Cromer Road.
Cllr Parkin Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** to pay the £100 to have a sign stating "Village centre & shops" placed on Cromer Road.

- 12 Policies, Documents, Communications and Training**
- 12.1 Clarification over the Mundesley Youth and Community current status.
The Clerk clarified the following:
1. Cheque is with MY&C waiting on this to be re-issued payable to MPC
 2. £2140.00 of this cheque is for the Watson Watt Gardens project, should it go ahead.
 3. The monies MY&C raised and the recycling monies have been confirmed by MY&C, are to go towards the up keep and repairs of the skate park and MUGA
 4. MY&C are dormant, but still available to help with projects should they be required.
 5. The costs incurred by the Skate Park and MUGA
 6. There is a clear audit trail showing any income and expenditure for the Skate Park and MUGA.
- 13 Museum**
- 13.1 Update on Museum and to consider and agree any actions.
The Clerk is still waiting on quotes.
- 14 Woodhurst**
- 14.1 Update on Woodhurst and to consider and agree any actions.
Cllr Revell and Cllr Keddell would do the annual inspection next Wednesday.
- 15 Gold Park**
- 15.1 To consider and agree the quote for the worn matting in the playground.
Cllr Revell Proposed to move the motion and Cllr Stango Seconded the proposal.
Members **AGREED** for the Clerk to ask the suppliers the life span and maintenance costs and report back to Council.
- 15.2 Update on the Zipwire.
The Clerk reported that the bolts have been replaced and the Zipwire is now back in action.
- 15.3 Gold Park Charity clarification from Community Action Norfolk.
This has been postponed till September's meeting due to Jim Cambridge being unable to attend.
- 15.4 To consider and agree actions to Gold Park Charity.
This has been postponed till September's meeting due to Jim Cambridge being unable to attend.
- 16 Health and Safety**
- 16.1 Update on the Defib by the Premier Store and to consider and agree any actions.
Cllr Parkin informed members that The Premier Shop was willing to have a defib and he would get confirmation in writing from the owner.
- 16.2 To consider and agree getting a professional company to do risk assessments for events.
Cllr Cheetham Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for the Clerk to look into templates and report back to Council.
- 17 Reports from Outside Bodies**
- 17.1 To receive Reports from Member representatives on Outside Bodies
- Coronation Hall - NTR
 - Citizens Advice Bureau - NTR
 - Inshore Lifeboat – Boat Day went very well and about £3500 was raised
 - Visitors Centre - NTR
 - Coastal Protection Committee - NTR
 - SNAP – Mundesley to set up a Community Speed Watch Team
 - Coast Watch - NTR
- 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 Stango commented on the dangers of inflatables, and the Clerk informed Council that these are excluded from Councils policy and that the non-use of inflatables would be included in the Gold park booking form.

19 Correspondence

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

A. Email from resident in regards to dropped kerbs.

Members suggested writing to Highways and suggesting the Corner House Café and the road by the Millennium Gardens to have a dropped kerb.

B. Email from a resident about fly posting.

A resident has commented on the amount of fly posting that has appeared again over the last few weeks. Members **AGREED** to amending the Councils "Advertising Policy" stating that the Clerk will write to those who fly post informing them of the policy and requesting they use the community notice board provided.

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.

21 Date of Next Meeting

21.1 To confirm that the date of the next Meeting of the Parish Council will be held on 24th September 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 solicitors' fees for lease renewals.

The Clerk updated members on the cost for all the lease work so far.

23.2 To answer questions from the solicitors in regards to the The Links lease.

Members confirmed the queries raised by the solicitors and actions to the rent.

23.3 Update on the Coastwatch lease and to consider and agree any actions.

The Clerk informed members that she was waiting a quote on this.

23.4 Update on the letter sent to TT Jones and to consider and agree any actions.

The Clerk informed members that this issue was being looked into.

MEETING CLOSED: 8:40pm

CHAIR: _____

DATE: _____

Mundesley Parish Council Report. 20 August 2018

B Smith.

Agenda Item 19.1

Part B.

Referring to the issue of fly posting. This is illegal and any unauthorised posters found attached to telegraph poles etc, can be removed and placed in the rubbish bins.

2. There will be a meeting of the Bacton Landscaping Liaison group on Wednesday the 5th September at 1900 hrs. This is to be held in the training room at Bacton Police Station.

3. N.N.D.C. is still awaiting a reply from their insurers regarding the taking out by N.N.D.C. of an indemnity policy to cover the covenant that is in effect on the Lees. N.N.D.C. was requested by their insurers to provide further information to them, this N.N.D.C. has done and now they are awaiting confirmation from the insurers as to them providing an indemnity and at what cost

4 N.N.D.C. Green build event for the 14th year running will be held at Felbrigg Hall over the weekend of 8th and 9th of September. The event will be open Saturday from 10.00hrs until 16.30hrs and on Sunday from 10.00hrs until 16.00hrs. Entrance and car parking is free. Visitors can purchase a £3 voucher for 3 bags of compost Subject to availability. Further information is available including a list of exhibitors and directions on the N.N.D.C. Green Build Page.

Augusts' Payments							
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Sign 2
128	LLOYDS	D/D	Charges 10.6.18-9.7.18	£29.58			
129	HMRC	D/D	PAYE - JUNE	£859.94			
130	SAGE	D/D	PAYROLL - AUGUST	£7.20			
131	SSE	D/D	ELECTRICITY - STREET LIGHTS	£355.17			
132	EON	D/D	ELECTRICITY - FEEDER PILLAR	£10.67			
133	BT	D/D	PHONE -JULY	£78.80			
134	HMRC	D/D	PAYE - JULY	£859.10			
135	Norfolk Pension Fund	000950	Pension - July	£917.07			
136	Doreen Joy	000951	Salaries, Expenses & Back Pay July	£2,497.61			
137	Pat Neary	000952	Norfolk Day Performance	£180.00			
138	NNDC	000953	War Memorila planning application	£117.00			
139	Rainbow Stationary	000954	Stationary	£204.37			
140	Norfolk Resists	000955	Boat Day Presentation	£60.00			
141	Village Flower Shoppe	000956	Thank you flowers for Norfolk Day	£20.00			
142	Mundesley Scouts	000957	Donation for leaflet drop	£150.00			
143	Miniature Donkeys for Well Being	000958	Donkeys for Norfolk Day	£140.11			
144	ISH Electrical	000959	Electrical test on office	£90.00			
145	ISH Electrical	000960	Electrical test on phone box	£30.00			

Agreed at Full Council on 20.8.18 Chair Sign:

RFO Sign:

Augusts' Payments							
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Sign 2
146	Woodpecker Tree Services	0000961	Work on trees - Gold Park & Office	£430.00			
147	Cozens	0000962	Street Lights - July	£120.00			
148	S.Hutcheson	0000963	I.T Support - July	£90.00			
149	Sonata Security	0000964	Annual Office Alarm Service	£72.00			
150	T Rivett	0000965	Car boots and maintenance-July	£506.00			
151	Rose & Brooks	0000966	Heart Trail Spotter Sheets	£134.00			
152	Renosteel	0000967	Grind Rail - Skate Park	£282.00			
153	Norfolk Parish & Support	0000967	Training Course for Cllr Cheetham	£40.00			
154	SLCC	0000969	Upgraded membership	£45.83			
155	Renosteel	0000970	Memorial fence and Zip Wire	£893.92			

Agreed at Full Council on 20.8.18

Chair Sign:

RFO Sign: