

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 16th December 2019 IN THE JUBILEE ROOM, CORONATION HALL, MUNDESLEY.

Present: Cllrs: D. Harding (Chair)
Cllrs: D Revell, B Reynolds, J Barnes, C Payne, J Nicholas, C West, I Fredericks.
District Cllr: Wendy Fredericks

Members of Public: – 5

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 Gray and Parkin

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 25th November 2019.
Cllr Reynolds Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** the Minutes of the Full Council held on Monday 25th November 2019.

04 Chairmans Report

The Chair mentioned the amazingly positive feedback from residents and visitors the recent Christmas Fayre and the new Christmas village lights. The Chair congratulated all who had been involved.

05 Police Report

- 5.1 To receive an update on incidents from Police.uk site. – October 2019
The Clerk reported the following incidents for October:
7 Violent and Sexual Assaults.
1 Anti-social behaviour.
- 5.2 To consider and agree if to attend the meeting with the Local Police Inspector.
Cllr Barnes Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for the Chair and Vice Chair to attend the meeting with the local Police Inspector.

06 County & District Councillor Reports

- 6.1 To receive County Councillor's Report – Cllr Maxfield sent his apologies
6.2 To receive District Councillor's Report - See attached report

- 07 Planning, Building & Environment Committee**
- 7.1 To consider and agree the road closure proposal for the Mammoth Marathon in Mundesley.
Cllr Revell Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** the road closure proposal for the Mammoth Marathon in Mundesley.
- 7.2 To consider and agree the licence agreement for the benches on the promenade.
Cllr Payne Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the licence agreement from NNDC for the benches on the promenade.
- 7.3 To consider and agree the dates for the Carboot for the poster in the Mundesley Guide.
Cllr Reynolds Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** for the Car boot to run from May to August and go into September if the weather is good.
- 7.4 To consider and agree if to adopt the Payphone on Cromer Road.
Cllr Fredericks Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** not to adopt the Payphone on Cromer Road.
- 7.5 PF/19/2084
Variation of condition 2 (approved plans) of planning permission PF/18/0986 to allow for amendments to design of single-story wing.
The Durdans, 36 Trunch Road, Mundesley, Norwich, NR11 8JZ.
Cllr Reynolds Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** to no objection or comment on this planning application.
- 08 Finance & General Purposes Committee**
- 8.1 To consider and agree Novembers' petty cash reconciliations.
Cllr Reynolds Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** Novembers' petty cash reconciliations.
- 8.2 To consider Decembers' payments for approval and Novembers receipts.
Cllr Revell Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** Decembers' payments and November's receipts.
- 8.3 To consider and agree if to make a donation to the Church Christmas Day lunch.
Cllr West Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to make a donation of £350.00 to the Church Christmas Day lunch.
- 8.4 To consider and agree the quote for the WW2 additions to the War Memorial.
Cllr Harding Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** the quote for the WW2 additions to the War Memorial.
- 8.5 Update on the External Audit for 2018/2019.
The Chair informed members that the External Auditors have signed off Councils Annual Return. This is available on the website, noticeboard and copies are available at the cost of £5 to members of the public.
- 8.6 To consider and agree the bank reconciliations for November.
Cllr Revell Proposed to move the motion and Cllr Fredericks Seconded the proposal.
Members **AGREED** bank reconciliations for November.
- 09 War Memorial**
- 9.1 To consider and agree if to have a white poppy wreath laid at the War memorial.
Cllr Nicholas asked if a white poppy wreath for peace could be laid at the War Memorial.
Cllr West Proposed to move the motion and Cllr Nicholas Seconded the proposal.
Members **AGREED** to take advice on the protocol of this from various organisations and subsequently, if appropriate, consult with members of the public in our March Newsletter.
- 10 Neighbourhood Plan** – The Chair announced that the sub-committee meetings will re-commence in January 2020 on a date to be decided.

11 Policies, Documents, Communications and Training

11.1 To consider and agree if to support the request for the Local Electricity Bill.

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

Members **AGREED** that there wasn't enough information at this time to make a decision and therefore would not respond.

11.2 To consider and agree the CCTV Policy.

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

Members **AGREED** the CCTV Policy.

11.3 To consider and agree the dates for the de-fib training.

The Chair asked for members to give their dates to the Clerk by the end of January to book the training for March.

11.4 Update on the Newsletter and to consider and agree any changes.

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

Members **AGREED** Januarys Newsletter.

12 Museum

12.1 Update on Museum

The museum archiving is now completed thanks to Cllr Revell, the Clerk and the temporary admin assistant.

12.2 To consider and agree what to showcase in the Museum in 2020.

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

Members **AGREED** to have exhibits to; World War 2, Naval wrecks as well as fossils.

13 Woodhurst - Under Item 21.1

14 Events

14.1 Update on the Christmas Events and to consider and agree any actions.

Cllr Reynolds informed members that the plans for the Pageant were going well.

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

Members **AGREED** to give the donations from the Great Bear Share to Pebbles playgroup who ran the children's craft tent.

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

Members **AGREED** to the risk assessment for the Pageant.

15 Reports from Outside Bodies

15.1 To receive Reports from Member representatives on Outside Bodies

- Coronation Hall - Nothing to report
- Citizens Advice Bureau - Nothing to report
- Inshore Lifeboat – Boxing Day dip will be at 11am. Everyone welcome.
- Visitors Centre. - Nothing to report
- Coastal Protection Committee - Nothing to report
- SNAP - Nothing to report
- Coast Watch - Nothing to report
- Gold Park – Meeting with consultant.

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.

None

17 Correspondence

- 17.1 To consider correspondence received by the Council and agree responses thereto
A. Thank you from resident.

An email from a resident remarking on how good the new village Christmas lights look.

B. Letter of complaint.

A letter has been received raising a complaint that Mundesley Parish Council has breached the ethical framework of the code of conduct. Mundesley Parish Council does not investigate such matters under its complaints policy, but refers such matters to the Monitoring Officer at NNDC.

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 mentioned the controversy the white poppy wreath may cause in the village.

A member of the public asked if the Parish Council could include the Carol Service at the Church in its advertising of the Pageant.

A member of the public asked for volunteers to help take the Christmas lights down on the 6th January.

19 Date of Next Meeting

- 19.1 To confirm that the date of the next Meeting of the Parish Council will be held on 27th January 2020 in the Jubilee Room, Coronation Hall at 7:00pm.

20 Exclusion of the Press and Public

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due to the fact that the proposed terms for new leases are subject to contract and publicity would prejudice the ongoing negotiation of these lease by the Council, and there may be possible litigation.

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

Members **AGREED** to resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due to the fact that the proposed terms for new leases are subject to contract and publicity would prejudice the ongoing negotiation of these lease by the Council, and there may be possible litigation.

21 LITIGATION MATTERS

- 21.1 Update on tenants for Woodhurst and to consider and agree any actions.

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

Members **AGREED** to obtain further information before choosing a candidate.

Meeting closed: 8:20pm

DATE: _____

CHAIR: _____

Since my last report in November

Due to the general election and the short term since the last Parish Council Meeting, the report is shorter than usual.

The Big Society Fund Committee met and awarded several well deserved grants across the community.

Overview and Scrutiny committee met and went over through the budget for this half year. It looks as though the council is on target. The new Sheringham Splash project is coming along, and on target for delivery in August 2021.

Beach Hut and Chalet report shows that a five year lease is offered to beach hut owners with a review after three years. This gives NNDC the ability to judge income with some certainty and foresight.

There will be the ability to book council beach huts and chalets on line using a link from the NNDC website.

I had a meeting with Sarah Bütikofer and the Senior Team Leader today about a number of points which may improve customer engagement and the efficiency of handling issues. This went really well. NNDC customer service department are extremely knowledgeable and helpful. There are a number of avenues which SLT need to explore. This is an ongoing process.

Notice Boards

Denise has asked for a notice board at the gun towers. The best course of action is to apply to the big society fund, or the arts and community fund at NNDC.

Barbara Booth has asked where she can display the Coastwatch posters in the village where they will be protected from the weather and vandalism.

We have a full council meeting tomorrow evening.

Coast watch tea dance
Development meeting Big Society Fund
Overview and Scrutiny
Meeting with the Leader of the Council.

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Decembers' Payments						
Payable to	Payment Method	Description	Amount	Name	Sign 1	Sign 2
SSE	D/D	Museum re-calculated bill voucher 271 not paid	£125.13	C. West		D Harding
		Pavillion re-calculated bill voucher 266 not paid	£27.31	C. West		D Harding
303	SSE	Office re-calculated bill voucher 270 not paid	£126.56	C. West		D Harding
304	SSE	Street lights - November	£421.04	C. West		D Harding
305	SSE	Payroll Software - Nov	£7.20	C. West		D Harding
306	SAGE			C. West		D Harding
307	HMRC			C. West		D Harding
308	Doreen Joy			C. West		D Harding
309	Norfolk Pension Fund	Employment costs	£3,877.80	C. West		D Harding
310	A Rivett	Maintenance November	£775.50	C. West		D Harding
311	Village Flower Shoppe	Thankyous for Christmas. Planters and Hamper	£180.50	C. West		D Harding
312	Post Office	EDP for November	£24.00	C. West		D Harding
313	Rainbow	Stationary	£93.63	C. West		D Harding
314	Mayday	Maintenance (6 months)	£126.00	C. West		D Harding
315	Sonata Security	Panic button & annual fee	£849.39	C. West		D Harding
316	Reno steel	Litter bin @ Skate Park	£68.15	C. West		D Harding
317	Woodpecker	2 trees at Gold Park	£950.00	C. West		D Harding
318	Cancelled	Cancelled cheque	£0.00	C. West		D Harding
319	Glasdon UK	New Picnic Benches & Bin	£2,120.74	C. West		D Harding
320	Travis Perkins	cable ties	£9.61	C. West		D Harding
321	Josh Biz	Website compliance	£90.00	C. West		D Harding
322	I & M Building	Museum Work and lights	£195.00	C. West		D Harding

Agreed at Full Council on 16.12.19 Chair Sign:

RFO Sign:

[illegible]