

MUNDESLEY-ON-SEA PARISH COUNCIL  
MINUTES OF THE FULL COUNCIL EXTRAORDINARY MEETING HELD ON  
MONDAY 20th July 2020 REMOTELY USING ZOOM.

**Present:** Cllrs: D. Harding (Chair)  
Cllrs: Reynolds, D Parkin, D Revell, J Nicholas, J Barnes and I Fredericks

**Clerk:** Ms D. Joy  
**Public:** 0

---

Before the meeting the Chair informed the meeting of the following guidelines:

1. All questions to go through the Chair.
2. Would members please raise their hands when they wish to speak.
3. Please keep your zoom on mute when you are not speaking
4. Wait for the Chair to say your name before speaking.
5. Only 1 person to speak at a time.
6. Please remain respectful at all times.

The Clerk informed members that the meeting was being recorded.

### **MINUTES**

**01     Apologies for Absence**

Cllr Gray – unwell  
Cllr West – prior meeting

**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 29<sup>th</sup> June 2020.**

Cllr Fredericks Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** the Minutes of the Full Council held on Monday 29<sup>th</sup> June 2020.

The Chair will sign these at the next meeting when the Council meets in person.

The Chair asked for a recorded vote.

The Chair, Cllrs Revell, Barnes, Reynolds, Fredericks, Parkin voted in favour of agreeing the minutes.

Cllr Nicholas voted against agreeing the minutes.

**04     Chairmans Report**

Nothing to report

**05     Public Participation Time**

The meeting will be adjourned for a period specified in the Resolution to allow Members of the Public, to receive reports from other bodies and 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.**

Cllr Revell Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to adjourn the meeting for a period specified in the Resolution to allow Members of the Public, to receive reports from other bodies and Councillors with prejudicial interests to speak.

None

Cllr Parkin Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** to resume the meeting.

**06     Re-opening of Councils facilities**

**6.1     To review the ROSPA report and to consider and agree any actions needed for the Skate Park**

Cllr Reynolds Proposed the motion and Cllr Parkin Seconded the motion.

Members **AGREED** to address the bench findings, monitor the debris in the bowl and the cracks on the surface on the weekly inspections and the worn surface will be repaired in the spring so the area can be closed off.

**6.2     To consider and agree the risk assessment for the Skate Park.**

Cllr Reynolds Proposed the motion and Cllr Harding Seconded the motion.

Members **AGREED** To use Skate Boards England's signage.

Cllr Revell Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to clean all the skatepark seating, bins and the skatepark rails before reopening.

Cllr Fredericks Proposed the motion and Cllr Parkin Seconded the motion.

Members **AGREED** not to install sanitiser stations.

The Chair asked for a recorded vote.

The Chair, Cllrs Revell, Barnes, Reynolds, Fredericks, Parkin voted in favour of not installing sanitiser stations. Cllr Nicholas abstained.

Cllr Fredericks Proposed the motion and Cllr Revell Seconded the motion.

Members **AGREED** to inform users of the procedures before going to Skate Park using the website and Facebook but not to use leaflets.

The Chair asked for a recorded vote.

The Chair, Cllrs Revell, Barnes, Reynolds, Fredericks, Parkin voted against to proceeding and sanitiser stations. Cllr Nicholas voted against.

Cllr Parkin Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to purchase extra bin liners and sufficient PPE for all staff and volunteers.

Cllr Nicholas Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** to daily clean the area and to review at an Extraordinary meeting in August.

The Chair asked for a recorded vote.

The Chair, Cllrs Revell, Nicholas, Reynolds, Fredericks, Parkin voted in favour. Cllr Barnes abstained

**6.3     To review the ROSPA report and to consider and agree any actions needed for the Out Door Gym.**

Cllr Harding Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to address the new signage stating age requirements.

Cllr Revell Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** to address the surface area in the new year when the equipment can be closed off. For the rusted items to be repaired and look to replace severely rusted items within the next 4 years. For the contractor to look into the item of equipment that is not adjusting to see if this can be repaired.

6.4 To consider and agree the risk assessment and any actions required for the Out Door Gym in preparation for when Council agrees to open.

Cllr Harding Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** to carry on with the weekly assessments and as there are no high-risk areas no action to be taken on the ROSPA part of the risk assessment.

Cllr Fredericks Proposed the motion and Cllr Parkin Seconded the motion.

Members **AGREED** to remove 2 of the 3 body twists and secure 1 skier and 1 leg press to ensure social distancing can be adhered to when in use and to ensure that there are 2 sets of signage to cover the entrances on social distancing. Not to have a booking system, time limit, one-way system and queuing area.

Cllr Fredericks Proposed the motion and Cllr Harding Seconded the motion.

Members **AGREED** to clean all the Outdoor Gym seating, bins and equipment before reopening. For the area to be cleaned on a daily basis and to review this at an available EGM in August and on the advisory signage.

The Chair asked for a recorded vote.

The Chair, Cllrs Revell, Nicholas, Reynolds, Fredericks, Parkin voted in favour. Cllr Barnes abstained

Cllr Revell Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** not to install sanitiser stations.

The Chair asked for a recorded vote.

The Chair, Cllrs Revell, Barnes, Reynolds, Fredericks, Parkin voted in favour of not installing sanitiser stations. Cllr Nicholas voted against this motion.

Cllr Fredericks Proposed the motion and Cllr Parkin Seconded the motion.

Members **AGREED** not to inform users of the procedures before going to the Outdoor Gym using leaflets.

Cllr Harding Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to inform users of the procedures before going to the Outdoor Gym using the website and Facebook and to purchase extra bin liners and sufficient PPE for all staff and volunteers.

Cllr Reynolds Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** for the signage to be in large print for those with sight impairments and to review other options if needed at the EGM in August.

Cllr Parkin Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to incorporate the correct disposal of face mask as per Government guidance on all signage.

6.5 To consider and agree if to open the Out Door Gym in light of new Government guidance.

Cllr Reynolds Proposed the motion and Cllr Fredericks Seconded the motion.

Members **AGREED** to open the Outdoor gym once the works have been carried out, the signage is in place and the weekly inspection is carried out.

6.6 To review the ROSPA report and consider and agree any actions needed for the MUGA.

Cllr Fredericks Proposed the motion and Cllr Reynolds Seconded the motion.

Members **AGREED** to install the recommended signage and to replace the basketball nets and to secure the post covers flush with the surface and then replace with new covers once the MUGA is fully open.

- 6.7 To consider and agree the risk assessment and any actions required for the MUGA in preparation for when Council agrees to open.  
Cllr Revell Proposed the motion and Cllr Reynolds Seconded the motion.  
Members **AGREED** that the weekly inspection and the ROSPA recommendation to be carried out.  
Cllr Reynolds Proposed the motion and Cllr Revell Seconded the motion.  
Members **AGREED** not use the booking system to keep the gate padlocked open to prevent cross contamination. To the Government advisory signage. Not to implement a queuing system. To keep the netball posts and tennis nets secure to avoid use and cross contamination. To inform people of the current online booking system.  
Cllr Fredericks Proposed the motion and Cllr Parkin Seconded the motion.  
Members **AGREED** to a one off clean before re-opening and to maintain with daily cleaning on the door.  
To the Government advisory signage.  
Cllr Fredericks Proposed the motion and Cllr Parkin Seconded the motion.  
Members **AGREED** not to use leaflets to inform the public of the rules.  
Cllr Reynolds Proposed the motion and Cllr Parkin Seconded the motion.  
Members **AGREED** to inform users of the procedures before going to the MUGA using the website and Facebook and to purchase extra bin liners and sufficient PPE for all staff and volunteers.
- 6.8 To consider and agree if to open the MUGA in light of new Government guidance.  
Cllr Fredericks Proposed the motion and Cllr Harding Seconded the motion.  
Members **AGREED** to open the MUGA once the maintenance, signage and cleaning is completed.
- 6.9 To consider and agree if to open Back Street Toilets  
Cllr Revell Proposed to amend the motion to *"To consider and agree if to open Back Street Toilets and if not, what actions should Council take"* and Cllr Barnes Seconded the motion.  
Members **AGREED** to amend the resolution.  
Cllr Nicholas Proposed the motion and Cllr Parkin Seconded the motion.  
Members **AGREED** not to open the Back-Street toilets due to the area not allowing social distancing, but to place signage informing the toilets are closed due to COVID-19 and direct the public to the nearest toilets on Beach Road.
- 6.10 To consider and agree if to open the Museum.  
Cllr Revell Proposed the motion and Cllr Reynolds Seconded the motion.  
Members **AGREED** not to open the Museum due to the area not allowing social distancing.
- 07** **Date of Next Meeting**  
7.1 To confirm that the date of the next Meeting of the Parish Council will be held on 27th July 2020, remotely using Zoom at 7:00pm.

MEETING CLOSED: 9:04PM

CHAIR: \_\_\_\_\_

DATE: \_\_\_\_\_