

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 27th January 2020 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,
D Parkin, P Gray.
District Cllr: Wendy Fredericks

Members of Public: – 9

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

None

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 16th December 2019.

Cllr Fredericks Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the Minutes of the Full Council held on Monday 16th December 2019.

3.2 To adopt the minutes of the Planning, Building and Environment Committee held on the 15th January 2020.

Cllr Reynolds Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **ADOPTED** the Minutes of the Planning, Building and Environment Committee held on the 15th January 2020.

04 Chairmans Report

We are still receiving terrific feedback from parishioners regarding the xmas lights and the pagaent. You will hear more about this later this evening. Councillor Bev Reynolds is Chair of events and rightly deserves praise for these successes, after all she would certainly receive the brickbacks if it had gone wrong! However, I am sure she would agree with me that the entire events team and all those who took part, many of whom are not on the events team, should be congratulated.

A small number of us attended a photo opportunity, not the Milan fashion show, but the official unveiling of the new de-fib at the premier stores which Cllr Dave Parkin organised.

Councillor Nicholas, the Clerk and I attended a very useful meeting at NNDC re VE Day and Battle of Britain commemorations and whilst this is in no way competitive, it was good to discover that our proposed events for these anniversaries compare well with other villages and even towns.

Vice Chair Denise Revell, the Clerk and myself also attended the North Norfolk Town and Parish Forum evening at NNDC offices from which we garnered some ideas which might be adaptable for our neighbourhood plan, more info will follow. Next Neighbourhood Plan meeting is on the 28th at our home 19:00.

It was revealed in this months' planning meeting that by making use of our existing resources the Clerk has saved approx £1000 on building repair work, so parishioners have been saved this amount.

05 **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.

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

Members **AGREED** to adjourn for a period specified in the Resolution to allow Members of the Public and any Councillors with prejudicial interests to speak.

A member of the public commented on Item 10.1. They mentioned they would not like to see traditions lost and to keep the red wreath and not to place a white poppy wreath on the War Memorial.

A member of the public spoke on item 10.1. They objected to the idea of laying a white poppy on the War Memorial and found it disrespectful to those who had died in conflict. They also read the history of the red poppy.

A member of the public spoke on Item 8.1. They noted their objections to this planning application due to loss of sunlight, being overlooked, environmental issues and highways.

06 **Police Report**

6.1 **To receive an update on incidents from Police.uk site. – November 2019**

Anti-Social Behaviour = 4

Violence and Sexual Assaults = 1

Other theft = 1

Criminal Damage = 2

07 **County & District Councillor Reports**

7.1 **To receive County Councillor's Report** – see attached.

7.2 **To receive District Councillor's Report** – see attached.

08 **Planning, Building & Environment Committee**

8.1 **PF/20/0040**

First floor extension to part of dwelling with recessed balcony to north elevation; replacement windows and external doors; external cladding over existing brickwork to part of front, side and rear elevations

1 Bramble Close, Mundesley, Norwich, NR11 8NF

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

Members **AGREED to NO OBJECTION OR COMMENT** on this planning application.

8.2 **PF/20/0022**

Proposed first floor rear extension, side dormer extension and alterations to rear roof to convert conservatory to garden room.

47B High Street, Mundesley, Norwich, NR11 8JL

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

Members **AGREED to SUPPORT** this planning application.

8.3 **To consider and agree the questions to put to District Council re: The Local Plan.**

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

Members **AGREED** to place this on February's agenda to allow more time for members to contribute further and the following items to be included in the discussions:

1. The Self Build Act and its implications to Mundesley and the Local Plan.

2. To consider Cromer Road for the affordable rentable homes for local people.

8.4 **To consider and agree if to take over the responsibility of Mundesleys' dog warden.**

The Clerk informed members that she would need to speak to Councils insurance to see if this would be allowed under Councils insurance and if there were any financial implications.

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

Members **AGREED** subject to any financial implications to take over the responsibility for the dog warden as NNDC were no longer supporting this project.

09 Finance & General Purposes Committee

9.1 To consider and agree Decembers' reconciliations.

Cllr Fredericks Proposed to move the motion and Cllr Nicholas Seconded the proposal.
Members **AGREED** to Decembers' reconciliations.

9.2 To consider and agree Decembers petty Cash Reconciliation.

The Clerk noted that there was no petty cash in December.

9.3 To consider Januarys' payments for approval and Decembers receipts.

Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to Januarys' payments and December's receipts.

10 War Memorial

10.1 To consider and agree if to have a white poppy wreath laid at the War memorial.

Cllr Harding asked for the vote to be recorded on Cllr Paynes Proposal.
Cllr Payne Proposed to move the motion and Cllr Gray Seconded the proposal.
Members **AGREED** for Council not to lay a white poppy wreath laid at the War Memorial.
6 votes for Cllr Paynes proposal and 4 Abstentions.
Cllr Nicholas Proposed and Cllr Barnes Seconded the proposal that members go to public consultation.
This proposal was not carried as the majority of Council had already voted NOT to lay a white poppy wreath.

11 Neighbourhood Plan

See Chairman's report.

12 Policies, Documents, Communications and Training

12.1 To consider and agree the protocols for Operation London Bridge.

Cllr West Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to cancel any events during the 10-day period of mourning.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for the Chair and Vice Chair to put together a draft response for the website and for other members to add to this if needed.
Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to obtain a portrait in the office of the Queen.
Cllr Fredericks Proposed to move the motion and Cllr Nicholas Seconded the proposal.
Members **AGREED** for the Clerk to liaise with All Saints Church the protocol of a Condolence Book.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for the Clerk to liaise with All Saints Church the protocol of where to lay the flowers.
Cllr Fredericks Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** for the Clerk to liaise with All Saints Church regarding Councils role in any Church Service that may be held.

13 Museum

13.1 Update on Museum

The Chair informed members that the exhibits were going back into the museum, and there had been a good response to the call out for volunteers. The Clerk is looking into a water issue in the store room and a heater to reduce the damp and will report back to members.

13.2 To consider and agree the dates for the Museum in 2020.

The Chair informed members that the finalised dates will be on February's meeting once schedule of volunteers has been finalised.

14 Woodhurst

15 Events

15.1 To consider and agree the events for 2020.

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

Members **AGREED** to the list of events and for the Events Committee to consider holding an event for the Battle of Britain and for Cllr Reynolds to report back to Council.

16 Reports from Outside Bodies

16.1 To receive Reports from Member representatives on Outside Bodies

- Coronation Hall - AGM will be in March
- Citizens Advice Bureau – Nothing to report
- Inshore Lifeboat - Nothing to report
- Visitors Centre. - Nothing to report
- Coastal Protection Committee - Nothing to report
- SNAP – Next meeting is in March
- Coast Watch - Nothing to report
- Gold Park – A meeting will be held in due course.

17 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 Nicholas asked that Council obtain costings for projects before voting for them be placed on the next agenda.

Cllr Nicholas asked for Council to consider having a stand at the Marathon be placed on the next agenda.

Cllr Nicholas asked for the mention of Councils training session be placed on the next agenda.

The Clerk agreed to place these on Februarys' agenda.

18 Correspondence

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

A. Thank you from resident.

A resident thanks Council for the new Christmas lights and the events they held over Christmas.

B. Email from NNDC relating to the BT phone box removed.

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

Members **AGREED** to no further comment.

19 Date of Next Meeting

19.1 To confirm that the date of the next Meeting of the Parish Council will be held on 24th February 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 Fredericks 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.

The letting agent informed members of the proposed tenants and answered members questions.

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

Members **AGREED** the tenants for Woodhurst.

21.2 Update on the Putting Green Lease.

The Chair informed members that the lease was now complete.

MEETING CLOSED: 9:00PM

CHAIR: _____

DATE: _____

County Councillor Report

Local Transport Plan consultation

Norfolk County Council is currently consulting on a new Local Transport Plan. Alongside that consultation there is also an open consultation on the Norfolk Rail Prospectus where NCC sets out what it believes the County needs from local rail services. The Local Transport Plan Consultation and the Norfolk Rail Prospectus will run until **5pm on 28 February 2020**. For further information and to give your views, please go to: www.norfolk.gov.uk/localtransportplan and www.norfolk.gov.uk/norfolkraillprospectus

Impact of cuts on people with disabilities

I have been appointed as a member of a group of councillors who will examine the impact of cuts in services on disabled people. I am keen to hear from as many people as possible about their experiences. If you would like to have your say – or know someone who would – please contact me.

Market Towns initiative

The Initiative has reached its next stage. North Walsham is one of the towns selected for examination and support. I have kept making the point that we need to consider the impact of growth in towns on nearby villages – and especially on roads and transport between North Walsham and the coast – without a lot of success so far. The North Walsham initiative can have a positive effect on the town though. It has focused on three priorities:

- Potential options for a more pedestrian friendly Market Place
- Bus congestion at the stop by the Post Office on Yarmouth Road
- Initial feasibility work to address the constraint of low rail bridges

Unadopted roads

There are a lot of unadopted roads (known as Private Streets in County Council jargon) in Mundesley division. I asked County Highways how much it would cost for the average Private Street to be adopted as a public highway and maintained by the County Council. No two roads are different because of the amount of work needed to bring them up to standard but they have suggested an average cost of £1,200 per metre of road. They have given me a lot of information about Private Streets which I have passed on to your Parish Clerk.

Council and Cabinet Decisions

Since the beginning of the year the Council Cabinet has: set up a £1m Social Infrastructure Fund designed to support charities and community groups with capital investment; agreed the outline of a new environmental policy.

Boundary Review

The County Council has published its submission to the Boundary Commission that is looking at the shape of divisions that County Councillors will represent from 2021. The Council will debate those proposals on 3rd February. The Boundary Commission will consider all the submissions it receives and produce its draft proposals by the end of May.

North Norfolk will see its total number of County Councillors reduced from 11 to 10 so there are sure to be changes to division boundaries. The County Council's proposals split Mundesley division in four: Overstrand. Trimingham, Sidestrand and Northrepps would join Cromer division; Bacton and Paston would be joined with the larger part of North Walsham; Mundesley, Trunch, Gimingham, Knapton and Swafeld would be joined to the western part of North Walsham and parishes looping round the town as far as Worstead; Antingham would join a huge 'central' division that stretches as far west as Corpusty and Edgefield.

Ed Maxfield, February 2020.

Since my last report in December:

Casework

Seaward Crest Chalet Park

Green and black bins are in situ and regularly emptied now.

Trimingham House Caravan Park and Vale Road. The slip occurred in the boundary of Gimingham and Trimingham. This was efficiently dealt with by the coastal team at NNDC. The cause is likely to be from water saturation from above rather than erosion from below. Please do not walk near or on the cliffs as there is a risk that this could happen at any point on our coast.

Overview and Scrutiny Committee

The meetings main themes were to scrutinise the budget for this year and Ambulance response times in North Norfolk.

Savings will have to be made to ensure NNDC keep with in their budget for this year. They are protecting their reserves as the climate with Brexit is extremely unclear. The Government have not decided on how much money they will be giving local authorities this year.

NCC have given a resounding no to paying NNDC any of the second homes council tax. This has funded the Big Society Grant and other community grants in the past. Now this stream of funding has ended NNDC are looking carefully at how they will continue the grant awards.

Ambulance Response Times

The committee have considered their response to the request of full council that we send a letter to East of England Ambulance Agency, and to look at the issues surrounding delays.

The O&S committee were presented with a report and agreed that the paramedics are doing the best job they can do and one problem was a back log of ambulances booking in patients at the various hospitals in the region.

The work of the community first responders is needed and appreciated. The committee was to see how they can support and help with training.

Norfolk County Council Norfolk Health Overview and Scrutiny Committee monitor and are responsible for holding EEAST to account. We are asking NHOSC to give NNDC more regular updates on response times and issues, to see if NNDC can help.

We have also requested that senior representatives from EEAST come before NNDC O&S to answer questions relating to the service and establish if there are any opportunities that as a council we could assist.

Big Society Grant

A recommendation has been put forward to broaden the existing criteria of applications. In the past the money was awarded to capital or equipment. The panel are considering projects which have different emphasis.

NNDC have started a process of reviewing the strategic leadership structure of the council.

Making sure that the leadership have the correct skills and roles to take the aims and ambitions of the corporate plan in place. It was agreed that this will begin and effected post holders will be invited to attend formal discussions.

The Development Committee have agreed to attend a site visit to evaluate the planning applications, to demolish three garages and built a two bedroom one and a half story dwelling.

The Environment Agency has now agreed that the site is has now in flood Zone 1 from 2 and 3.

This is good news not only for the applicant but also for the existing properties on that side of the Beck.

Family Support

I am helping many families in the village suffering from lack of food and suitable housing, together with more complex needs. NNDC Social Prescribing Hub Team are in contact with them and supporting where they can. The village desperately needs more social rented 3 bed accommodation. NNDC has nothing to offer. They will support a guaranteed rent system for private rented places if the residents are homeless and have ties to the area. Even so there are not enough places to house people.

The Social Prescribing team can help with a range of topics. Information is on the NNDC website. The person needs to be referred by a health care professional or through their district councillor or

other local government officials.

Family support Group

I have been asked to set up a family support group for families with complex mental health and parenting needs. Led by a senior Art therapy Psychotherapist they need funding for a twice a week session to be held at Pebbles Preschool. For the professional fees they need £45 an hour for three hours a week. This would enable a maximum of 16 people a week to be supported each week. This would ripple effect to their families and their support networks. Pebbles are trying to urgently help in response to the growing need for help in the face of government and county cut backs.

They would welcome any funding that the Parish Council would consider appropriate and are seeking other streams of financial support.

Mental Health Champion

As the supporting member to the North Norfolk Mental Health Champion Cllr Lucy Shires, together with the Sonia Shuter at NNDC, I will be attending a meeting on Friday morning. This will bring agencies and charities working in the Mental Health sector.

Norfolk and Suffolk's mental health trust, has just published the latest CQC report. It shows the trust as "Requiring Improvement", up from "Inadequate" rating 12 months ago. The CQC recognised the staff as caring and rated them as "Good".

In the light of more cuts to the Adult and Child Social Care budget, NNDC are anxious that more and more people will be left without appropriate support.

As the supporting member to the North Norfolk Mental Health Champion Cllr Lucy Shires, together with the Sonia Shuter at NNDC, I will be attending a meeting on Friday morning. This will bring agencies and charities working in the Mental Health sector. This is to establish where we can work better and if there is anything that NNDC can do to help.

I am also working on an idea for a drop in morning for people with mental health issues.

Combining with my district councillor surgeries. Again this would need to fund a Mental Health professional to be effective.

Meetings attended

Full council in December 17/12

Development committee meetings 9/1, 23/1 and a forth coming site meeting 30/1

Overview and scrutiny committee meeting 15/1

Consultation event at MJS regarding additional places in their SRB Unit

Mental health first aid training 22/1

Forth coming Mental Health Champion meeting & various agencies 31/1

help further bridge the gaps in services.

Januarys' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
326	Lloyds Bank	D/D	Charges	£23.65	D .Revell		C.West	
327	URM	D/D	Glass Collection - Dec 2019	£43.20	D .Revell		C.West	
328	Seimans	D/D	Photocopier - DECEMBER	£107.96	D .Revell		C.West	
329	Lloyds Bank	D/D	Charges 10.11-9.12.19	£35.00	D .Revell		C.West	
330	SSE	D/D	Street Lights -December	£421.04	D .Revell		C.West	
331	SAGE	D/D	Payroll Software - Dec	£7.20	D .Revell		C.West	
332	EON	D/D	Feeder pillar - 17.11.19-18.12.19	£20.07	D .Revell		C.West	
333	BT	D/D	Phone & Internet - November	£108.27	D .Revell		C.West	
334	EON	D/D	Feeder Pillar 8.10.19-17.11.19	£15.90	D .Revell		C.West	
335	SSE	D/D	Reworked bill (VOUCHER 265)	£96.59	D .Revell		C.West	
336	SSE	D/D	Reworked bill (VOUCHER 267)	£220.13	D .Revell		C.West	
337	All Saints Community Church Rooms	OO1342	Re-ussied cheque, not received (OO1302)	£768.21	D.Harding		C.West	
338	HMRC	D/D			D.Harding		C.West	
339	Doreen Joy	OO1343			D.Harding		C.West	
340	Norfolk Pension Fund	OO1344	Employment Costs	£3,639.84	D.Harding		C.West	
341	All Saints Community Church Rooms	OO1345	Christmas Day Lunch	£350.00	D .Revell		D.Harding	
342	A Rivett	OO1346	Maintenance - Dec	£489.50	D .Revell		D.Harding	
343	NNDC	OO1347	Woodhurst - Council Tax	£740.00	D .Revell		D.Harding	

Agreed at Full Council on 27.1.20

Chair Sign:

RFO Sign:

Januarys' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
344	NNDC	Online	Memorial bench Licence	£50.00	D .Revell		C.West	
345	Josh Biz	Online	Web Hosting Word Press	£330.00	D .Revell		C.West	
346	Sounds of Norfolk	Online	Christmas lights 2019	£950.00	D .Revell		C.West	
347	Clapham & Collinge	Online	Lease work	£3,887.00	D .Revell		C.West	
348	Cozens	Online	Street Lights -November & December	£240.00	D .Revell		C.West	
349	Rose & Brooks	Online	Pageant Items	£27.99	D .Revell		C.West	
350	Renosteel	Online	Work on outdoor gym	£24.17	D .Revell		C.West	
351	Coronation Hall	Online	Hall for meetings 2019	£480.00	D .Revell		C.West	
352	Discreet Security	Online	Road Management- Pageant	£1,059.00	D .Revell		C.West	
353	North Walsham Signs	Online	Signs for Pageant	£139.20	D .Revell		C.West	
354	Scatby Centre for Donkeys	Online	Donkeys for Pageant	£180.00	D .Revell		C.West	
355	D Harding	Online	Newsletter , Storage Boxes & Baubles	£222.67	D .Revell		C.West	
356	Corner House	Online	Catering for Council	£100.00	D .Revell		C.West	
357	B Reynolds	Online	Equipment for Pageant	£132.91	D .Revell		C.West	
358	N. Hindle	Online	Deposit for WW2 Memorial	£370.00	D .Revell		C.West	
359	Travis Perkins	Online	Cable Ties	£20.77	D .Revell		C.West	
360	Festive Lights	Online	Lights for Pageant	£36.33	D .Revell		C.West	
361	Visitors Centre	Online	Ad in brochure	£115.00	D .Revell		C.West	
362	Mayday	Online	Photocopies	£223.77	D .Revell		C.West	

Agreed at Full Council on 27.1.20

Chair Sign:

RFO Sign:

Decembers' Income						
Voucher Number	Payee	Payment Method	Description	Amount		
98	Toll Barn	BGC	Sponsor for Dog Show 2019	£100.00		
99	Lloyds Bank	BGC	Bank Charges Refund	£1.30		
100	Lloyds Bank	BGC	Bank Charges Refund	£0.04		
101	Norfolk County Council	BGC	Glass Recycling - October	£181.08		
102	Stall 13	Cash	Christmas Stall	£10.00		
103	Stall 12	Cash	Christmas Stall	£10.00		
104	Coastal Pharmacy	Cash	Planter sponsor 2019/2020	£25.00		
105	Stall 11	Cash	Christmas Stall	£10.00		
106	Village Flower Shoppe	Cash	Planter sponsor 2019/2020	£25.00		
107	Stall 4	Cash	Christmas Stall	£10.00		
108	Stall 9	CHQ	Christmas Stall	£10.00		
109	Memorial Bench	CHQ	Ship Slope	£648.33		
110	Stall 10	CHQ	Christmas Stall	£10.00		
111	MUGA	Cash	Tokens for lights	£34.10		
112	Stall 8	Cash	Christmas Stall	£10.00		
113	Stall 14	Cash	Christmas Stall	£10.00		
114	MUGA	Cash	Tokens for lights	£36.10		
115	Christmas Fayre	Cash	Great Bear Share Donations	£151.14		
116	Memorial Bench	BGC	Memorial Bench Licence	£12.50		