

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF FULL COUNCIL MEETING HELD ON
MONDAY 18th OCTOBER 2021 AT CORONATION HALL.

Present: Cllrs: D. Harding (Chair)
Cllrs: D Revell. C Payne, B Reynolds, J Barnes, C West, D Parkin and A Wait

Members of Public: – 5

Clerk: Ms D. Joy

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

1. Members of the public must wear a face covering at all times (except if you are exempt).

2. All attendees must sanitise their hands before entering the hall.

3. All attendees must register their details with the Clerk on entering the meeting, to comply with the NHS Track and Trace scheme.

A QR code will also be at the entrance for those who have smart phones.

4. Attendees must observe the 2mtr rule at all times, paying special care when entering and leaving the building.

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 the minutes of the Full Council Meeting held on the 26th July 2021.
Cllr Reynolds Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the minutes of the Full Council Meeting held on the 26th July 2021.

3.2 To adopt the minutes of the Employment Committee held on the 2nd September 2021.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to adopt the minutes of the Employment Committee held on the 2nd September 2021

3.3 To adopt the minutes of the Planning, Building and Environment Committee held on the 15th September 2021.
Cllr Reynolds Proposed to move the motion and Cllr Wait Seconded the proposal.
Members **AGREED** to adopt the minutes of the Planning, Building and Environment Committee held on the 15th September 2021.

3.4 To adopt the minutes of the Finance and Data Protection Committee held on the 13th October 2021.

Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to adopt the minutes of the Finance and Data Protection Committee held on the 13th October 2021

3.5 To sign minutes of meetings held during lockdown.
The Chair signed the minutes of the following meetings:
28th January 2021
10th February 2021
8th March 2021
24th March 2021
26th April 2021

04 Chairmans Report

- The new planters in the form of the boat and the train look superb and much thanks should go to Andrew Rivett and Chris' Payne as well as Mark from Renosteel
- Once the lamp and the information boards are positioned near the train we will be in a good position to put the history trail together incorporating; gun emplacement, museum, mammoth deep history on sea front and later, if approved by Full Council, similar arrangements for Texel
- This trail can then be advertised using a range of media available to us including the new visual for the museum.
- The events committee put on a splendid open air cinema event and everyone involved is to be congratulated. I would like to take this opportunity however to thank our latest new recruit to council Alistair who jumped up to the plate when some quick practical input was needed for the event. Alistair has already proved to council that he is a "doer" and I know everyone here will echo my sentiments that we are so glad he has joined us. I must also mention the outstanding efforts of his daughter and the other volunteers who collected so much money for a very worthy local cause.
- Separately I must remind Councillors that unlike the Gold Park Trust, we can only enact what has been resolved by a majority vote by council and cannot legitimately change such resolutions, no matter how well meaning. This is a matter of procedure, it's no big deal but if we forget it we can put ourselves in awkward situations whilst simply trying to help others.
- Like all of you I am very much looking forward to the unveiling of the new WW2 memorial and am very pleased that many of the descendants of the deceased are attending. The event will include a few community items which will enable us to not only honour the fallen of WW2, but also follow a journey from WW1 in Mundesley, right through to the end of WW2 and even onto the "Cold War."
- Finally, it is good to say how much the 15 people who attended Doreen's recent belated 21st birthday dinner at the Banningham Crown enjoyed the evening. It demonstrated a togetherness of MPC and those connected with it, which was great to see. A special thanks to Di Spray for taking on a lot of the secret arrangements. Oh, and lest any of our detractors read this report and rush to print without knowing the facts, the whole event was private and there was zero contribution from public funds.

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 Wait Seconded the proposal.

Members **AGREED** to adjourn the meeting to allow members of the public to speak.

Cllr Maxfield gave his report

Cllr Fredericks gave her report.

No members of the public wanted to speak.

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

Members **AGREED** to resume the meeting.

MATTERS FROM PREVIOUS MEETINGS

To report on progress on items from previous meetings. No decisions may be taken.

- 6.1 All agreed minutes placed on the website.
- 6.2 All ratified payments authorised.
- 6.3 Planning applications responded to.
- 6.4 Museum works completed Memorials going back in November.
- 6.5 Meeting re parking with Cllr Maxfield still pending.
- 6.6 Annual return signed off by external auditor.
- 6.7 Councils cyber insurance renewed.
- 6.8 Tree work completed.

07 Planning

- 7.1 Update on the weekly inspections and to consider and agree any actions.
Cllr Parkin informed the meeting all areas noted on the weekly inspections had been dealt with accordingly.
- 7.2 Update on the Parish Partnership Scheme and to consider and agree any actions.
The Chair informed the meeting this was to help with the speeding on the Cromer Road with the use of chicanes.
Cllr Reynolds Proposed to move the motion and Cllr Wait Seconded the proposal.
Members **AGREED** the Parish Partnership Scheme application.

08 Finance & General Purposes Committee

- 8.1 To consider and agree July's and August's banks reconciliations of accounts.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** July's and August's banks reconciliations of accounts.
- 8.2 To consider and agree July and August's petty cash reconciliations.
Cllr Revell informed the meeting there is no petty cash.
- 8.3 To consider and agree Augusts and September's payments and July and August's income for approval.
Cllr Revell Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **AGREED** Augusts and September's payments and July and August's income.
- 8.4 To consider and agree the preparations for the Budget meeting.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** for the Finance Committee to hold the Budget meeting and for the Clerk to circulate possible dates.
- 8.5 To consider and agree if to provide Christmas boxes for those in need via the school this year.
Cllr Reynolds Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** to provide Christmas boxes for those in need via the school this year.

09 Neighbourhood Plan

The Chair informed the meeting that the Neighbourhood Plan was progressing.

10 Policies, Documents, Communications and Training

10.1 To consider and agree revised Standing Orders.

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

Members **AGREED** the revised standing orders.

10.2 To consider and agree if to integrate the MY&C website into Councils.

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

Members **AGREED** to integrate the MY&C website into Councils and close down the MY&C site.

10.3 To consider and agree if to commission a book about the Texel boat story from WW2.

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

Members **AGREED** to commission a book about the Texel boat story from WW2.

10.4 To consider and agree autumns newsletter.

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

Members **AGREED** autumns newsletter.

11 Events

11.1 Update on the WW2 Event and to consider and agree any actions.

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

Members **AGREED** the Risk Assessment and video for the WW2 Event.

11.2 Update on the Christmas events and to consider and agree any actions.

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

Members **AGREED** that the Events Working Group would need to meet to put together a comprehensive plan for Council including risk assessment, task allocation and site plan. Once presented the Chair would call an EGM.

11.3 To consider and agree the proposal for the Santa's Sleigh.

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

Members **AGREED** the proposal for the Santa's Sleigh subject to a risk assessment to be agreed by Council.

12 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 Parkin reported he had been to the Coronation Hall meeting.

Cllr Revell asked about the train information board position. The clerk said she would look into this.

Cllr Payne reminded Council about the tidying up of the land at Warren Drive. The Clerk informed members this was on the next planning meeting.

13 Correspondence

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

13.1 Email from resident re donation.

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

Members **AGREED** for the Clerk to gather more information so Council can point the resident in the right direction.

14 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 items pertaining to employment and legal issues,

Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to employment and legal issues,

14.1 To ratify the Employment Committees recommendations.

Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** to retain 2 locum clerks as and when needed.

Cllr Reynolds Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** the Employments recommendation on a data breach.

14.2 Update on leases and to consider and agree any actions.

Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the way forward with the MCOA lease.

14.3 Update on vandalism on the skate park and to consider and agree any actions.

Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** with the polices recommendation.

15 Date of Next Meeting

- 15.1** To confirm that the date of the next Meeting of the Parish Council will be on the 29th November 2021 at 7pm at Coronation Hall.

MEETING CLOSED: 8:40PM

CHAIR: _____

DATE: _____

Julys' Income							
Voucher Number	Payee	Payment Method	Description	Amount			
18	MUGA	Cash	Token Income	£38.00			
19	MCOA	CHQ	2ND QTR Rent	£6,250.49			
20	Jarrolds	BGC	6 Mundesley Books	£49.00			
21	MPH Lettings	BGC	Rent account 601	£895.00			

Augusts' Income							
Voucher Number	Payee	Payment Method	Description	Amount			
22	NCC	BGC	Glass Recycling -July	£224.14			
23	MPH Lettings	BGC	Rent - July	£895.00			
24	D Harding	BGC	GP Table and Chairs	£159.00			