

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF FULL COUNCIL MEETING HELD ON
MONDAY 29th NOVEMBER 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: – 3

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 2nd November 2021.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the minutes of the Full Council Meeting held on the 2nd November 2021.
- 3.2 To adopt the minutes of the Planning, Building and Environment Committee held on the 10th November 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 10th November 2021.
- 3.3 To sign minutes of meetings held during lockdown.
The Chair signed the minutes from the following meetings:
2nd April 2020
20th April 2020
26th May 2020
29th June 2020

04 Chairmans Report

Firstly a huge thank you to the ladies who knitted, sewed and stitched the countless woollen poppies into a spectacular tribute on our seafront tower museum. The positive feedback has been enormous.

Similarly thanks to all those on the events committee and to our Clerk for all of their efforts in making this event so dignified, successful and respectful.

It was a privilege for me to MC the unveiling of our wonderful new memorials and to present the various speakers; Michael Gurney the Deputy Sheriff of Norfolk, who presented us with a plaque on behalf of Lord Donatt, in appreciation of the community efforts to help others during the recent and ongoing pandemic, also Rev Andrew who blessed the memorial and our newly appointed Armed Services Ambassador, Kelly who read a poignant poem during the memorial unveiling. The actual unveiling was done by two people with relatives listed on the WW2 memorial, Vivienne Rush and Jack Shanahan who both spoke briefly, but very movingly before unveiling the new memorial.

It was also very moving to see the numerous descendants of those named on the memorial, or their relatives or friends, place candles in memory of those who lost their lives during or after the war, including two children tragically killed on our beach when a landmine exploded.

Finally, we now have permanent, outdoor memorials for both World Wars, providing an opportunity for their descendants and others to pay their respects. We are already discussing with the Armed Forces Ambassador, suitable ceremonial opportunities for the relatives and others, to honour the dead of both World Wars.

A leather bound copy of the book written by Mike Strong was presented to him and his wife Sue. I have the family's permission to publicly pass on their gratitude to Council and the Clerk, for finally securing these memorials which Mike has been pushing for over many years, as well as for his splendid de lux copy of his book. A further bound copy now resides in our museum.

Looking ahead, we heard from two ladies who have researched an astonishing WW2 event in Mundesley and kindly provided Vice Chair Denise and myself with copies and internet links to enable a book to be created for the museum with two special leather bound copies going to themselves. Pamphlets and or paperback versions of both books could be sold for a modest sum to museum visitors in the future.

Council has already voted to create a public information board concerning the said event at an appropriate location in our village.

Sadly, after an enormous amount of work had been carried out again by the Events Team, our Xmas Fayre had to be cancelled because of extreme weather but happily the terms negotiated with the supplier of the ice rink means we can use the payment MPC made to re book them within the next two years.

The Paston School for children with special needs did an excellent job litter picking the seafront and immediate beach areas and later this evening I am proposing a special thankyou is provided for them in recognition.

The parish partnership has been sent into county hall to help residents with road safety on Cromer road to which MPC have committed £12500 to include the building of chicanes

The Watson Watt gardens grant application is with NNDC.

The contract for our allotments is being scrutinised by our solicitor ahead of my signing it on behalf of Council.

Our January Newsletter will be including an update on our research into local parking issues, together with a consultation paper and brief questionnaire enabling Parishioners to have their say on future parking facilities in the village.

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

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

District Councillor Fredericks – members were sent her report.

County Councillor Maxfield – gave his apologies.

A member of the public spoke on Item 7.4

A member of the public spoke on item 10.1

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

Members **AGREED** to resume the meeting.

6 **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 Parish Partnership scheme sent to County Council.

6.4 Budget meeting held, second meeting on December.

6.5 School informed of Councils Christmas Boxes donation.

6.6 Standing Orders updated and placed on website.

6.7 Josh Biz informed of website amalgamation.

6.8 Autumns newsletter printed and delivered.

07 **Planning**

7.1 Update on the weekly inspections and to consider and agree any actions.

Cllr Parkin informed the meeting that there are holes around the gym equipment that need filling.

7.2 Update on the Queens plinth and to consider and agree any actions.

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

Members **AGREED** to ask the Gold Park Trust to have this on Gold Park Gardens.

7.3 To consider and agree if to dim the sea front lights.

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

Members **AGREED** not to dim the lights on the seafront due to the health and safety of the public.

7.4 Update on the Museum sign and to consider and agree any actions.

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

Members **AGREED** to stand by their previous decision and not have the life rings on this sign.

08 Finance & General Purposes Committee

- 8.1 To consider and agree September and October's banks reconciliations of accounts.
Cllr Revell Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** September and October's banks reconciliations of accounts.
- 8.2 To consider and agree October's petty cash reconciliations.
None
- 8.3 To consider and agree October's and November's payments and September and Octobers' income for approval.
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** October's and November's payments and September and Octobers' income.
- 8.4 To consider and agree if to purchase a ride on mower.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** this was not needed at this present time, but may consider it in the future.
- 8.5 To consider and agree if to purchase more bins at the Cromer Road end of the village.
Cllr Payne Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **AGREED** to approach NNDC to supply this bin first.
- 8.6 To consider and agree if to make a donation to the Christmas Day hampers.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** £500 for the Christmas Hampers.
- 8.7 To consider and agree if to make a donation to North Norfolk Community Transport
Cllr Reynolds Proposed to move the motion and Cllr Payne Seconded the proposal.
Members **AGREED** make a donation of £350 to North Norfolk Community Transport
- 8.8 To consider and agree giving prizes for the Paston College children who litter picked in Mundesley.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to give a £50 supermarket voucher to the teachers to treat the children

09 Neighbourhood Plan

The Chair informed members this would resume in the new year.

10 Policies, Documents, Communications and Training

- 10.1 To consider and agree if to take part in shows on Poppyland Radio
Cllr Wait Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** to take part in shows on Poppyland Radio.
- 10.2 To consider and agree the Meeting Dates for 2022.
Cllr Reynolds Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the Meeting Dates for 2022.

11 Events

- 11.1 To consider and agree if to run the Light up Mundesley competition this year.
Cllr Reynolds Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **AGREED** to run the Light up Mundesley competition this year.
- 11.2 To consider and agree if to run the Elf Hunt competition this year.
Cllr Reynolds Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** to run the Elf Hunt this year and the Risk Assessment.
- 11.3 To consider and agree the proposal for the Santas Sleigh
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the route and risk assessment for the Santa Sleigh Tour.

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 Payne asked to request NNDC to place disabled toilets at Mundesley.

13 Correspondence

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

13.1 Email from resident re WW2 Event.

13.2 Email from relative re WW2 Event.

13.3 Email from resident re new boat planter

14 Date of Next Meeting

14.1 To confirm that the date of the next Meeting of the Parish Council will be on the 13th December 2021 at 7pm at Coronation Hall.

MEETING CLOSED: 8:25PM

CHAIR: _____

SIGN: _____

Octobers' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
175	EON	D/D	Feeder Pillar Sept	£14.22	D.Revell		D.Harding	
176	SAGE	D/D	Payroll - October	£8.40	D.Revell		D.Harding	
177	SSE	D/D	Street Lights -September	£406.00	D.Revell		D.Harding	
178	BT	D/D	Phone and Internet - SEPT	£36.66	D.Revell		D.Harding	
179	EON	D/D	Feeder Pillar - August	£14.68	D.Revell		D.Harding	
180	LLOYDS	D/D	Bank Charges 10.7-9.8.21	£8.23	D.Revell		D.Harding	
181	Sienmans	D/D	Rental and Asset Protection	£148.22	D.Revell		D.Harding	
182	MPH Lettings	D/D	Woodhurst - Sept	£107.40	D.Revell		D.Harding	
183	N Compass	Online	WW2 Poster	£48.00	D.Revell		D.Harding	
184	N Compass	Online	Mike Strong Books	£240.00	D.Revell		D.Harding	
185	Rainbow	Online	October Stationary	£34.48	D.Revell		D.Harding	
186	N Compass	Online	WW2 Programme	£48.00	D.Revell		D.Harding	
187	S Hutcheson	Online	lit Support new lap top	£532.50	D.Revell		D.Harding	
188	Travis Perkins	Online	Boat planter	£623.80	D.Revell		D.Harding	
189	Cozens	Online	Maintenacne Sept	£120.00	D.Revell		D.Harding	
190	A Rivett	Online	Works in July, August & Sept	£1,208.66	D.Revell		D.Harding	
191	All Saints Community Rooms	Online	Events working group meeting	£30.00	D.Revell		D.Harding	
192	LLOYDS	Online	Credit card paid twice	£390.16	D.Revell		D.Harding	
193	PKF Littlejohn	Online	Year End Audit 2020-2021	£480.00	D.Revell		D.Harding	
194	Travis Perkins	Online	Items for Gold Park	£147.08	D.Revell		D.Harding	
195	Doreen Joy	Online	Salary and expenses	£4,203.68	D.Revell		D.Harding	
196	Norfolk Pension Fund	Online	Septembers contributions		D.Revell		D.Harding	
197	HMRC	Online	PAYE 6.8.20 -5.9.20		D.Revell		D.Harding	

Agreed at Full Council on 29.11.21

Chair Sign:

RFO Sign:

Octobers' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
198	Debra Wood	Online	MY&C Website hosting	£50.00	D.Revell		D.Harding	
199	Budget Marquees	Online	WW2 Event	£300.00	D.Revell		D.Harding	
200	Cozens	Online	New lantern no 55	£450.00	D.Revell		D.Harding	
201	NNDC	Online	Licence for plastic recycling bin	£50.00	D.Revell		D.Harding	
202	Mayday	Online	Photocopier October	£24.00	D.Revell		D.Harding	
203	PWLB	Online	Museum Loan	£854.00	D.Revell		D.Harding	
204	EON	Online	Feeder Pillar July	£14.64	D.Revell		D.Harding	
205	SR Print	Online	Watson Watt Gardens printing	£76.80	D.Revell		D.Harding	
206	CC Payne & Son	Online	Grass Cutting 2020-2021	£720.00	D.Revell		D.Harding	

Agreed at Full Council on 29.11.21

Chair Sign:

RFO Sign:

Novembers' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
207	Wave	D/D	Waterbill Toilets 9.8.21-8.11.21	£35.14	D.Revell		D.Harding	
208	EON	D/D	Feeder pillar Oct 2021	£14.72	D.Revell		D.Harding	
209	URM	D/D	Glass Collection - October	£18.00	D.Revell		D.Harding	
210	Sage	D/D	Payroll Admin	£8.40	D.Revell		D.Harding	
211	SSE	D/D	Street light - Oct	£419.44	D.Revell		D.Harding	
212	MPH Lettings	D/D	Fees - October	£107.40	D.Revell		D.Harding	
213	Go Awesone	ONLINE	Christmas Entertainer(BAL)	£220.00	D.Revell		D.Harding	
214	ISH Electrical	ONLINE	Museum Lights	£365.64	D.Revell		D.Harding	
215	Active Meds	ONLINE	Pads for De-fib	£71.94	D.Revell		D.Harding	
216	SR Print	ONLINE	Various Signs	£404.40	D.Revell		D.Harding	
217	N Compass	ONLINE	Light Up Mundesley Poster	£49.00	D.Revell		D.Harding	
218	Sounds of Norfolk	ONLINE	PA for WW2	£75.00	D.Revell		D.Harding	
219	Rainbow	ONLINE	Stationary Oct/Nov	£290.55	D.Revell		D.Harding	
220	Longwater Constructions	ONLINE	Wood for Santa Sleigh	£332.64	D.Revell		D.Harding	
221	N Compass	ONLINE	Various Works	£216.00	D.Revell		D.Harding	
222	Go Awesone	ONLINE	Christmas Fayre Entertainer(DEP)	£50.00	D.Revell		D.Harding	
223	Lloyds	ONLINE	Credit Card	£416.60	D.Revell		D.Harding	
224	Doreen Joy	ONLINE	Employment costs	£4,759.81	D.Revell		D.Harding	
225	Norfolk Pension Fund	ONLINE			D.Revell		D.Harding	
226	HMRC	D/D			D.Revell		D.Harding	

Agreed at Full Council on 29.11.20

Chair Sign:

RFO Sign:

Novembers' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
227	M & B Hollis	ONLINE	Plants for planters	£117.90	D.Revell		D.Harding	
228	B Dixon	ONLINE	Tree Work	£1,400.00	D.Revell		D.Harding	
229	Calloo	ONLINE	Parts for Gym	£235.98	D.Revell		D.Harding	
230	Cozens	ONLINE	New lantern/ Maint Oct	£570.00	D.Revell		D.Harding	
231	SLCC	ONLINE	COVID Events course	£72.00	D.Revell		D.Harding	
232	Travis Perkins	ONLINE	Skate Park Maintenance	£91.27	D.Revell		D.Harding	
233	B Firmins	ONLINE	Plants for planters	£87.09	D.Revell		D.Harding	
234	Mayday	ONLINE	Photocopier	£24.00	D.Revell		D.Harding	
235	PearTree Bookbinders	ONLINE	Mike Strong's book x 2	£120.00	D.Revell		D.Harding	
236	Lloyds	ONLINE	Bank Charges	£7.00	D.Revell		D.Harding	
237	URM	D/D	Glass Collection - Sept	£50.40	D.Revell		D.Harding	

Agreed at Full Council on 29.11.20

Chair Sign:

RFO Sign:

Octobers' Income							
Voucher Number	Payee	Payment Method	Description	Amount			
29	MCOA	BGC	3RD QTR RENT	£6,250.49			
30	D Harding	BGC	Refund for chairs GPT	£159.00			
31	MPH Lettings	BGC	October Rent	£895.00			
32	MUGA	CASH	Token Money	£32.00			