

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF FULL COUNCIL MEETING HELD ON
MONDAY 25th APRIL 2022 AT CORONATION HALL.

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

Members of Public: – 2

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

MINUTES

01 Apologies for Absence

Cllr Parking – on holiday

Cllr West – unwell

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

Members **AGREED** to accept Cllr West and Parkins apologies

02 Declarations of Interest and requests for Dispensations

None

03 Minutes of Previous Meetings

3.1 To agree and sign the minutes from Full Council on the 4th April 2022.

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

Members **AGREED** the minutes of the Full Council on the 4th April 2022.

04 Chairmans Report

Thanks, and praise are due to all those who voluntarily planted so many trees in the Jubilee Gardens. There will be more planted at the right time of year.

Gold Park also had two trees planted as part of The Queen's "Green Canopy" initiative with one tree celebrating Her Majesty's Jubilee and the other in remembrance of her late husband, HRH Prince Philip.

Mundesley Parish Council Events Group have planned a variety of Jubilee attractions which are detailed on MPC website, Facebook page and in a special edition of our newsletter, "The Mundesley Tide," which is delivered free of charge to every home in Mundesley.

On a more sombre note, the escalation of vandalism and anti-social behaviour in our village is causing increasing concern to Parishioners and Councillors alike. Much of it takes place in and around Gold Park, so the Clerk has organised a Gold Park Trust meeting to immediately follow this meeting in order that we may address this serious issue in conjunction with the ongoing discussions surrounding replacing the old goal posts which do not conform to current regulations for sporting equipment.

We are concerned about the financial cost to the community and the damage to the reputation of our village if nothing is done to minimise vandalism and anti-social behaviour.

We are in consultation with the Police who are attending our Annual Parish Meeting. In future Council and Gold Park Trust meetings we will consider extending CCTV coverage in the Parish.

05 Public Participation Time

The meeting will be adjourned for a period specified in the Resolution to allow Members of the Public 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 to move the motion and Cllr Reynolds Wait Seconded the proposal.

Members **AGREED** to adjourn the meeting to allow members of the public to speak.
County Councillor Maxfield sent his apologies - his report will be circulated to members.
District Councillor Wendy Fredericks – sent her apologies
Cllr Reynolds Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** to resume the meeting.

06 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 application PF/22/0636 responded to.
- 6.4 Planning applications responded to.
- 6.5 Parish Partnership acceptance submitted.
- 6.6 Marches payments authorised
- 6.7 Grant recipients responded to.
- 6.8 Asset register placed on website.
- 6.9 Renewed NALCs and NP Laws subscriptions.
- 6.10 Councils updated policies placed on the website.
- 6.11 Roses delivered to the Chemist
- 6.12 Newsletter printed and being delivered.
- 6.13 Response sent to Knapton Parish Council.

07 Planning

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

The basket swing is now fixed and the zipwire has now been broken by adults playing on it. This has been reported to a contractor to fix.

- 7.2 Update on the grant application to NNDC for Watson Watt Gardens play area and to consider and agree any actions.

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

Members **AGREED** to contact NNDC and thank them for the grant issued, but there are errors their communication for not issuing the full requested grant and Council would like to address this.

- 7.3 Update on the Watson Watt Gardens play area and to consider and agree any actions.

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

Members **AGREED** it was important to get this project started and to start the project with the equipment that Central Government gave via the Pockets Parks scheme.

- 7.4 Update on the land for the new play area/allotments and to consider and agree any actions.

The Chair reported Council are still awaiting answers from NNDC.

08 Finance & General Purposes Committee

8.1 To consider and agree February's and March's banks reconciliations of accounts.
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** February's and March's banks reconciliations of accounts.

8.2 To consider and agree Marchs petty cash reconciliations.
None

8.3 To consider and agree April's payments and March's income for approval.
Cllr Revell Proposed to move the motion and Cllr Reynolds Wait Seconded the proposal.
Members **AGREED** April's payments and March's income.

8.4 To consider and agree if to sponsor a new First Responder recruit.
Cllr Revell Proposed to move the motion and Cllr Wait Seconded the proposal.
Members **AGREED** to refer the co-Ordinator to the Councils Grant Application Scheme run annually.

09 Training

None

10 Policies, Documents and Communications.

10.1 To consider and agree the Photo and Video release form.
Cllr Reynolds Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the Photo and Video release form.

10.2 To consider and agree the Museum Digital Policy
Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the Museum Digital Policy

10.3 To consider and agree the Records Management and Retention Policy.
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** the Records Management and Retention Policy.

10.4 To consider and agree the Grant Awards Policy and application form.
Cllr Harding Proposed to move the motion and Cllr Barnes Seconded the proposal.
Members **AGREED** the Grant Awards Policy and application form.

10.5 To consider and agree if to renew the visitor's leaflet
Cllr Reynolds Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** to reprint 100 copies with the changes to the shops and local businesses to allow more copies to be edited and printed should any further changes to the village shops happen.

10.6 To consider and agree the Museum protocol.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal
Members **AGREED** the Museum protocol.

10.7 To consider and agree the Museum Volunteering Policy.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal
Members **AGREED** the Museum Volunteering Policy.

10.8 To consider and agree the Museum Volunteer Risk assessment.
Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the Museum Volunteer Risk assessment

10.9 To consider and agree if to place visitors' banners and posters this year.
Cllr Revell Proposed to move the motion and Cllr Wait Seconded the proposal
Members **AGREED** to place visitors' banners and posters this year.

11 Events

11.1 To consider and agree the Beacon Lighting Risk assessment.
Cllr Reynolds Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the Beacon Lighting Risk assessment.

11.2 To consider and agree the Platinum Party risk assessment.
Cllr Reynolds Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** the Platinum Party risk assessment.

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.

None

13 Correspondence

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

The Chair informed the meeting that Thanks had been received from Haig Bowls Club, All Saints Church, Free Church, Carpet Bowls Club, Friends of Mundesley and All Saints Community Church rooms for the Grants Council awarded them

14 Date of Next Meeting

- 14.1 To confirm that the date of the next Meeting of the Parish Council will be on the 23rd May 2022 at 7pm at Coronation Hall.

MEETING CLOSED: 8:10PM

CHAIR: _____

DATE: _____

Aprils' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
1	A Rivett	ONLINE	Maintenance Feb/March	£816.18	D.Harding		D Revell	
2	Cozens	ONLINE	Annual maintenance	£1,164.00	D.Harding		C.West	
3	Phoenix Engraving	ONLINE	Memorial Tree Plaque	£102.00	D.Harding		C.West	
4	Mayday	ONLINE	Maintenance	£24.00	D.Harding		C.West	
5	Glasdon	ONLINE	Bin @ Coronation Hall	£727.48	D.Harding		C.West	
6	Rainbow Stationary	ONLINE	Marchs Stationary	£25.20	D.Harding		C.West	
7	Rainbow Stationary	ONLINE	First Aid kits and accident books	£86.76	D.Harding		C.West	
8	MPH Lettings	D/D	Fees for Woodhurst	£107.40	D.Harding		C.West	
9	MPH Lettings	D/D	Legionelle report for Woodhurst	£70.00	D.Harding		C.West	
10	EON	D/D	Feeder pillar March 2022	£14.43	D.Harding		C.West	
11	Doreen Joy	ONLINE	Employment Costs	£4,936.17	D.Revell		C.West	
12	Norfolk Pension Fund	ONLINE			D.Revell		C.West	
13	HMRC	ONLINE			D.Revell		C.West	
14	URM	D/D	Glass Collection - Feb	£68.40	D.Harding		C.West	
15	Lloyds	D/D	Bank charges 10.2-9.3.22	£7.00	D.Harding		C.West	
16	URM	D/D	Glass Collection - March	£18.00	D.Harding		C.West	
17	New Scientist	D/D	Fraud D/D	£10.00	D.Harding		C.West	
18	AVENA	ONLINE	Sercure Waste collections	£129.00	D.Harding		C.West	
19	Glasdon	ONLINE	SPLASH BIN	£449.82	D.Harding		C.West	
20	Rainbow Stationary	ONLINE	Stationary	£194.13	D.Harding		C.West	
21	OAKS CCTV	ONLINE	CCTV for the Skate Park	£766.80	D.Harding		C.West	
22	SR Print	ONLINE	Childrens Activity books (Museum) & Signs	£192.00	D.Harding		C.West	
23	SAGE	D/D	Payroll March	£8.40	D.Harding		C.West	

Agreed at Full Council: 25.4.22

Chair Sign:

RFO Sign:

Aprils' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
24	Mundesley Free Church	ONLINE	Grant for shed	£1,500.00	D.Harding		C.West	
25	Mundesley Players	ONLINE	Grant for Digital Equipment	£840.00	D.Harding		C.West	
26	Haig Bowls Club	ONLINE	Grant for new roof	£500.00	D.Harding		C.West	
27	All Saints Church	ONLINE	Grant for Churchyard Maintainance	£2,000.00	D.Harding		C.West	
28	Coronation Hall	ONLINE	Grant for digital screen	£750.00	D.Harding		C.West	
29	1st Responders	ONLINE	Grant for equipment	£753.60	D.Harding		C.West	
30	Mundesley Carpet Bowls	ONLINE	Grant for Hall hire	£187.00	D.Harding		C.West	
31	Friends of Mundesly	ONLINE	Grant for Hall hire	£280.00	D.Harding		C.West	
32	Jaguar Explorers	ONLINE	Grant for shed	£500.00	D.Harding		C.West	
33	Community Church Rooms	ONLINE	Grant for Soup and Pud & Electricity	£1,000.00	D.Harding		C.West	
34	N Compass	ONLINE	Easter/ museum activity book and recruitment poster	£216.00	D.Harding		C.West	
35	Bugler for Hire	ONLINE	Bugler for Beacon Lighting	£200.00	D.Harding		C.West	
36	Norfolk NALC	ONLINE	2022/2023 Subscription	£460.94	D.Harding		C.West	
37	PLWB	ONLINE	Museum Loan	£843.20	D.Harding		C.West	
38	NCC	ONLINE	Parish Partnership Scheme (chicanes Cromer Road)	£12,500.00	D.Harding		C.West	

Agreed at Full Council: 25.4.22

Chair Sign:

RFO Sign:

Marchs Income							
Voucher Number	Payee	Payment Method	Description	Amount			
68	NCC	BGC	Recycling - Jan	£243.35			
69	Coast Watch	BGC	Electric 18.11.21-16.2.21	£398.00			
70	MUGA	Cash	Token Money	£68.05			
71	Coastal Arts	CHQ	Planter sponsor 2022/2023	£25.00			
72	Coronaton Hall	CHQ	Planter sponsor 2022/2023	£25.00			
73	Mundesley Player	CHQ	Planter sponsor 2022/2023	£25.00			
74	Jarrolds	BGC	10 Books	£80.00			
75	SSE	BGC	Refund for wrong charges	£1,259.98			
76	MPH Letings	BGC	Rent account 601	£895.00			
77	New Scientist	BGC	Refund for taken amount 9.2.22	£10.00			
78	UNITY BANK	BGC	INTEREST 2021/2022	£46.11			