

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE PLANNING, BUILDING AND ENVIRONMENT COMMITTEE
HELD ON
WEDNESDAY 26th September 2022 AT CORONATION HALL.

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

Clerk: Ms D. Joy

Public: 1

MINUTES

01 APOLOGIES FOR ABSENCE

Cllr Revell – meeting

The motion was proposed and seconded

Members **AGREED** to accept Cllr Revell's apologies.

02 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr Harding declared an interest in Item 14.3 and requested a dispensation to speak.

The motion was proposed and seconded

Members **AGREED** to grant Cllr Harding a dispensation to speak.

03 MINUTES OF THE PREVIOUS MEETING

- 3.1 To agree and sign the minutes from the Planning, Building and Environment Committee held on the 22nd June 2022 adopted by Full Council on the 25th July 2022.

The motion was proposed and seconded

Members **AGREED** the minutes from the Planning, Building and Environment Committee held on the 22nd June 2022 adopted by Full Council on the 25th July 2022.

The Chair signed the minutes.

- 3.1 To agree and sign the minutes from the Planning, Building and Environment Committee held on the 16th March 2022 adopted by Full Council on the 4th April 2022.

The motion was proposed and seconded

Members **AGREED** the minutes from the Planning, Building and Environment Committee held on the 16th March 2022 adopted by Full Council on the 4th April 2022.

The Chair signed the minutes.

04 PUBLIC PARTICIPATION TIME

To resolve that the meeting 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.

The motion was proposed and seconded

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

No public participation.

The motion was proposed and seconded

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

05 MATTERS FROM PREVIOUS MEETINGS

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

- 5.1 AONB application – boundaries will not be reviewed in the near future
- 5.2 Minutes from previous meeting filed and placed on the website.
- 5.3 Sign over of land at Watson Watt Gardens still awaiting on Flagship homes.
- 5.4 Sign over of land at East cliff- pending awaiting Finance to agree new cost.
- 5.5 Museum now closed.
- 5.6 20mph sign requested
- 5.7 Roof work on Woodhurst starting in September.
- 5.8 Community noticeboards refurbishment - pending.
- 5.9 Excess trees at the office cleared by Contractor.
- 5.10 Insurance updated with new rebuild value.
- 5.11 Member of the public informed about buying old lights and cost.
- 5.12 Legionella work booked for the office.
- 5.13 Projector use - pending

06 PLANNING

07 HIGHWAYS

- 7.1 To consider and agree an action to the parking on Station Road.
The motion was proposed and seconded
Members **AGREED** for the Clerk to meet with the Local MP and the County Councillor to discuss and report back.

08 WOODHURST

09 MUSEUM

- 9.1 To consider and agree for the Museum volunteers to hold a meeting in regards to the Museum opening this year.
The motion was proposed and seconded
Members **AGREED** for Cllr Revell to hold a recap meeting with the museum volunteers.
- 9.2 To consider and agree if to show Councils appreciation to the Museum volunteers.
The motion was proposed and seconded
Members **AGREED** for the recap meeting to be held at the Beach Hut Café with coffee and cake as a thank you to the volunteers.
- 9.3 Update on the Museum signage and to consider and agree any actions.
The motion was proposed and seconded
Members **AGREED** the following:
 - 1. To use the colours from the MPC logo (Sky blue)
 - 2. Take the bomb emblem off.
 - 3. Cllr Barnes will send the Clerk the typeface to be used.
 - 4. To have signs on 2 sides of the museum walls.
 - 5. To have the MPC logo on it.
 - 6. To have one design with edging and one without.
 - 7. To have the ship emblem without the rope and banner with “Welcome Aboard” underneath.
 - 8. Strap line to read” A Victorian seaside village with a history dating back to the Mammoths era”
 - 9. Take off the address.
 - 10. Then to be presented back to Council.

10 STREET FURNITURE

10.1 To consider and agree if purchase a bin for the Jubilee Gardens.

The motion was proposed and seconded

Members **AGREED** for the Clerk to put this into the 2023/2024 budget, due to current budget constraints.

10.2 To consider and agree if to have a time and tide bell.

The motion was proposed and seconded

Members **AGREED** to look into this item in the near distant future.

10.3 To consider and agree if to apply for a free bin from the Green Seas Trust and if so where to put it.

The motion was proposed and seconded

Members **AGREED** to review this in the spring.

11 CONTRACTED WORKS

11.2 To consider and agree if to request Tescos to fund a litter picker for around their store.

The motion was proposed and seconded

Members **AGREED** to contact Tescos and request them to fund a litter picker around their store.

11.3 Update on the Fire Risk assessment for the office and to consider and agree any actions.

The motion was proposed and seconded

Members **AGREED** to follow the Fire Services advice and should there be a fire to dial 999 for assistance.

12 ENVIRONMENT

12.1 To consider and agree who to attend a Fire Safety Course as highlighted in the Fire Safety Risk assessment.

The motion was proposed and seconded

Members **AGREED** for all Council to attend and for the Clerk to contact the Fire Service to take their recommendations on who to deliver the course.

12.2 To consider and agree an approach for the Community Emergency Action Plan.

The motion was proposed and seconded

Members **AGREED** the following:

1. To transfer the information, form the 2016 copy on the current plan.
2. To speak to the Fire Service at training and take their advice.
3. To them speak with the other emergency services in the village for their input.

12.3 To consider and agree Coast Watch's Fire Risk assessment.

The motion was proposed and seconded

Members **AGREED** to accept Coast Watch's risk assessment signed and dated.

12.4 To consider and agree Coast Watch's sign for the seaward wall

The motion was proposed and seconded

Members **AGREED** for Cllr Wait to write to Coast Watch agreeing to the sign, and stipulating that this is on the understanding that the only signage along with this sign is, a sign on the railings and their noticeboard

12.5 To consider and agree to look into recycling options.

The motion was proposed and seconded

Members **AGREED** for Cllr Wait to look into food recycling options and report back to Council, and for the Clerk to contact County Council In what credits they offer.

13 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 Wait asked for landscaping at Warren Drive to be on the future agenda.

14 CORRESPONDENCES

To consider correspondence received by the Council and agree responses thereto

14.1 Anonymous letter from resident re parking at Munhaven Close

The motion was proposed and seconded

Members **AGREED** they cannot respond to an anonymous letter and this type of correspondence will not be dealt with.

14.2 Email from resident re bench on Church Land/Cromer Road.

The motion was proposed and seconded

Members **AGREED** to ask a contractor to look at this bench.

14.3 Letter in regards to the old railway line.

The motion was proposed and seconded

Members **AGREED** this was not within Councils remit and the person should be requested to contact the land owners.

15 DATE OF NEXT MEETING

To confirm the next meeting of this Committee 16th November 2022 at 7pm at Coronation Hall.

MEETING CLOSED: 8.40PM

CHAIR: _____

DATE: _____