

MINUTES OF THE MUNDESLEY-ON-SEA PARISH COUNCIL Full Council Meeting
held in All Saints Community Rooms on **Wednesday 14th December 2022**, at 7.00pm

In attendance: Cllrs D Harding (Chair), B Reynolds, D Revell, J Barnes, J Warnes, D Parkin, B Parkin, C West, C Harding, R Dickinson and A Wait.

Members of the public: 2

Clerk: Miss Lolly Dawson (Locum)

1. Apologies for Absence

Apologies were accepted for Cllr J Broatch, due to other commitments.

2. Declarations of Interest and requests for Dispensations

None.

3. Minutes of previous meetings

- 3.1 The minutes from the Full Council on the 28th November 2022 were AGREED as a true and correct record of the meeting and signed by the Chair, PROPOSED, Cllr J Warnes seconded Cllr J Barnes.

4. Public Participation

The meeting was adjourned, PROPOSED Cllr D Parkin, seconded Cllr R Dickinson

County Councillor E Maxfield. Apologies sent; report circulated.

District Councillor W Fredericks, report circulated. Addressed the meeting regarding the Blue Flag no longer being at Mundesley, the reason is unknown and an urgent meeting with Anglian Water has been arranged. An overview of the work of the District Council over the last 12 months was received.

Report from PC A Barnes was received, including a discussion on anti-social behaviour, speeding, minor disputes and deal with things locally. Criminal damage at the skate park was discussed with no reports to the police. A discussion was had regarding speeding and the option of creating a community speed watch.

The meeting was reconvened, PROPOSED Cllr A Wait, seconded Cllr D Revell

5. Updates on matters from Previous Meetings

- 5.1 Fire Risk assessments ongoing.
5.2 Winter Newsletter – in hand.
5.4 Website Transition – scheduled for new year.
5.5 Accounts records to Parkinson Partnership – in hand.
5.6 Land on the east side of Paston Road – no response yet received re: charges to date.

6. Planning

- 6.1 Cllr D Parkin provided an update on the weekly playground inspections and it was noted that the outdoor gym, body twist has been reported.
6.2 Cllr D Parkin reported that the infant swing is not in working order.
6.3 It was NOTED that the basket swing has been barriered off as unsafe.
6.4 Councils response as consultee to planning applications received from North Norfolk District Council:
6.2.1 PF/22/2834 – 136 Cromer Road, Mundesley, NR11 8DF. Replacement shop front including demolition of existing front bay with new entrance to shop, new front steps and disabled access ramp; formation of two parking spaces to the side. NO OBJECTION, PROPOSED Cllr A Wait, seconded Cllr D Revell.

6.2.2 PF/22/2770 – 2 Beckmeadow Way, Mundesley, NR11 8LP. Remodelling of bungalow to form two storey house with attic rooms. NO OBJECTION, PROPOSED Cllr A Wait, seconded Cllr J Warnes.

7. Finance & General Purposes

- 7.1 It was AGREED to defer the quotations for asbestos survey at Woodhurst to January's meeting.
- 7.2 The December payment list was AGREED, PROPOSED Cllr A West, seconded Cllr D Harding.
- 7.3 It was RESOLVED to purchase two SAM2 battery's from Westcotec at a cost of £84.00 + VAT each, and £7.50 + VAT delivery charge. PROPOSED Cllr Wait, seconded Cllr Harding.
- 7.4 It was NOTED that monthly HP printing subscription has been removed from Parish Council credit card.

8. Administrative matters

- 8.1 An update on Mundesley Connect was delivered by Cllr A Wait, it was AGREED to scale down the projects, make donations to local causes, e.g soup & pud, it was noted that £500 has been donated to the Christmas Dinner. It was AGREED to communicate with local warm hubs. Money raised from the Cinema and Christmas events will be included in the donations.
- 8.2 It was AGREED to update the Land registry ownership details for Land at Cromer Road, Mundesley and clarify if it can be in the name Mundesley Parish Council or if it requires and individual's name. It was NOTED that there are no covenants on the land.
- 8.3 Vouchers to school, see item 9.3.
- 8.4 The 2023 meeting dates were AGREED, next meeting Monday 16th January 2023.
- 8.5 The quotation from Sonata Security for external sounder was considered and it was AGREED the annual service also to be undertaken at an additional charge. PROPOSED Cllr B Reynolds, seconded Cllr A Wait.
- 8.6 The Terms of Reference of Planning, Building and Environment Committee were reviewed, it was AGREED to amend membership to be worded "a minimum of three Councillors".
Members were AGREED: Cllr D Harding, Cllr B Reynolds, Cllr D Revell, Cllr J Barnes Cllr A Wait & Cllr R Dickinson. PROPOSED Cllr D Revell, seconded Cllr D Harding.
- 8.7 The Terms of Reference of the Finance and Data Protection Committee was reviewed and it was AGREED to amend membership to be worded to "a minimum of three Councillors".
Members were AGREED: Cllr D Harding, Cllr B Reynolds, Cllr D Revell, Cllr D Parkin, Cllr C West. & Cllr R Dickinson. PROPOSED Cllr D Harding, seconded Cllr D Parkin.
- 8.8 The Disciplinary Policy was ADOPTED as presented – unchanged from NALC template. PROPOSED Cllr D Revell, seconded Cllr R Dickinson.

9. Events

- 9.1 The minutes of the last meeting on 6th December were received.
Elf Hunt begins Friday 16th December
Santa Tour on Saturday 17th December
- 9.2 The dates for events for 2023.
Easter Egg Hunt 7th April 2023
Coronation – tbc
Summer Trail 16th July to 2nd September
Summer time on the prom every Sunday in August
Outdoor cinema 27th August – film tbc
Dog Show 10th September
Xmas Fair 26th November
Elf Hunt 15th December

- Santa Tour 16th December
- 9.3 The Christmas voucher amount was AGREED – vouchers worth £750.00 for Country Pickings and Mundesley Butchers to be distributed through the school. PROPOSED Cllr Reynolds, seconded Cllr J Barnes

10. Matters for reporting or future agenda items

Terms of reference and membership of Events Committee.

Terms of reference and membership of Staffing Committee.

Community Speed Watch.

Lanyards and ID cards for Councillors and volunteers.

Items for the Newsletter

11. Correspondence

Email	All Saints	Invitation to undertake reading 18.12.2022	It was AGREED Cllr Reynolds to attend on behalf of the Council
Email	Mundesley Chalet Owners	Request for Chalet Park Lease update – and response.	Circulated
Email	NNDC	Sea Front Gardens	It was AGREED for Cllr Wait to draft a response, to be approved by Planning Committee.

Exclusion of the Press and Public

It was RESOLVED under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due the items being of confidential nature. PROPOSED Cllr A Wait, seconded Cllr D Parkin.

12. Registration of Putting Green

It was AGREED to source a quote for indemnity policy.

13. Dates of Next Meetings

Planning, Building & Environment – 11th January 2023. Coronation Hall.

Full meeting of the Council – Monday 16th January. Coronation Hall.

Finance and General Purposes – 8th February 2023. Coronation Hall.

Meeting Closed: 20:16

Decembers' Payments								
Voucher Number	Payable to	Payment Method	Description	Amount	Name	Sign 1	Name	Sign 2
233	Active HR	Online	Mediation Meeting	£187.50	D Revell		B.Reynolds	
234	Viking Direct	Online	Litter Pickers	£48.96	D.Revell		B.Reynolds	
235	URM	Online	Glass recycling	£90.72	D.Revell		B.Reynolds	
236	cozens	Online	maintenance streelighting nov.	£96.00	D.Revell		B.Reynolds	
237	sarah hunt	Online	refund £100 british legion cash payment	£100.00	D.Revell		B.Reynolds	
238	sarah hunt	Online	refund address book	£8.99	D.Revell		B.Reynolds	
239	Community Rooms	Online	church room hire for meeting	£45.00	D.Revell		B.Reynolds	
240	Stuart Hutcheson	Online	Computer Support/new lead	£130.00	D.Revell		B.Reynolds	
241	Alister Wait	Online	paint refund for santa sleigh	£16.32	D.Revell		B.Reynolds	
242	Rainbow stationery	PAID	Dymo label Manager	£71.33	D.Revell		D Harding	
243	Walker Bros	Online	Attendance at Christmas Fair	£325.00	D.Revell		B.Reynolds	
244	Mayday	Online	Copier charges (Office Copier)	£26.40	D.Revell		B.Reynolds	
245	Beach Café	Online	Museum tea	£16.70	D.Revell		B.Reynolds	
246	ISH Tech. solution	PAID	Consumer Unit - Office	£512.43		NOT PAID TO ISH		
247	Sounds of Norfolk	Online	Set up PA	£295.00	D.Revell		B.Reynolds	
248	Sounds of Norfolk	Online	Decoration installation	£425.00	D.Revell		B.Reynolds	
249	Staffing costs	Online	tbc			NONE PAYMENT		
250	Denny's Construction	Online	Office cladding	£9,915.60	D.Revell		B.Reynolds	
251	Sage Payroll	DD	Monthly payroll	£8.40	D.Revell		B.Reynolds	
252	MPH Prop. Manag.	Online	20th Sept - Woodhurst Fee	£112.20		ALREADY AGREED VOUCHER 169		
253	MPH Prop. Manag.	Online	20th Oct - Woodhurst Fee	£112.20	D.Revell		B.Reynolds	
254	MPH Prop. Manag.	Online	20th Nov - Woodhurst Fee	£112.20	D.Revell		B.Reynolds	
255	ncompass	Online	Elf Hunt Poster and Facebook image	£48.00	D.Revell		B.Reynolds	
256	ncompass	Online	WW2 Memorial Movie	£48.00	D.Revell		B.Reynolds	
257	ncompass	Online	christmas Fayre and lights banner	£48.00	D.Revell		B.Reynolds	
Agreed at Full Council on 12.12.22 Chair Sign: RFO Sign:								

Novembers' Income								
Voucher Number	Payee	Payment Method	Description	Amount				
55	Norfolk Community Foundation	BGC	Grant for Mundesley Connect	£2,000.00				
56	MPH Lettings	BGC	Rent Account 601	£935.00				