

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF FULL COUNCIL MEETING HELD ON
MONDAY 27th MARCH 2023 AT CORONATION HALL.

Present: Cllrs: C West (Chair) Cllrs: D Revell, B Reynolds, J Barnes, J Broatch, B Parkin, D Parkin, B Parkin, C Harding and J Warnes.

Members of Public: – 89

Clerk: Ms D. Joy

Also present: S Bristow (County Officer NALC) by invitation of the Clerk

MINUTES

The Chair informed members the meeting was being recorded.

01 Apologies for Absence

Cllr Dickinson – previous engagement

The motion was proposed, the motion was seconded members **AGREED** to accept Cllr Dickinson apologies.

02 Declarations of Interest and requests for Dispensations

None

03 Minutes of Previous Meetings

3.1 To agree and sign the minutes from the Full Council on the 27th February 2023.

The motion was proposed, the motion was seconded, members **AGREED** the minutes from the Full Council on the 27th February 2023. The Chair signed the minutes.

04 Chairman's Report

Good evening,

I am Christopher West, and I was elected Chairman in January of this year, and I signed off the Precept at the MPC January Meeting. I do not do social media, but I am fully aware of the volume of comments that have been exchanged regarding the increase in the precept.

Item 4 on the agenda is Public Participation, and I will extend the time allowed for this to answer your questions.

Each year the Council must produce a budget estimating their income and expenditure for the year. If the expenditure exceeds the income the difference to balance, is the Precept.

The precept in the last financial year was £65,000, and for the coming financial year 2023/2024 will be £97,853 an increase of £32,853 which equates to 52%, and there was an increase in 2021/22. I would point out that this is only the second increase MPC have made in the last 8 years when it was static at £53,000.

The Council's income is derived from rental income and grants and for the year 2023/2024 this has increased slightly.

You will all be aware of the fact of inflation on our everyday lives now, and this has resulted in increases in cost of the services that MPC provides to the Village.

MPC is responsible for 116 street lights, and the cost of electricity has increased by over 50% with another increase possibly due in April. As an aside the manufacturer who provides the LED bulbs is discontinuing these in 2024, and new and more expensive bulbs will have to be sourced. Many of the street lights are on old wooden posts, and if these are considered redundant and have to be removed, the cost can exceed £5000, as quoted by UK Power Networks.

MPC is in the process of renegotiating 2 of its leases. Leases with a term of more than 7 years require a Valuation by a Chartered Surveyor.

The roof of the MPC office roof required replacement as there was asbestos which could not be encapsulated, had to be replaced at a cost of £15,000.

We suffer continual vandalism in the MUGA and skate park and on the advice of the Police, we installed CCTV costing over £2,400

Woodhurst, a owned by the Parish Council incurred a cost of £2,000 for asbestos treatment on advice of a specialist.

These increases amount to £36,400, but show a net increase of £24,400 after taking into account the reduced grants and events budget.

MPC provides a number of events which are extremely popular with locals and visitors, Summertime on the Prom, children's events at Easter and in the summer holidays, and two Christmas events. Planters, the two village boats and flower beds all need maintenance.

Comments have been raised on staff salary costs.

We then had to address our reserves, after the Joint Panel on Accountancy and Governance recommended these should be raised. This is why we prudently raised them to £26,000 The Finance Committee spent almost 3 hours at their budget meeting, looking at where money could be saved. We have had to cut back on grants we give to local clubs and Societies, and some Events.

MPC is conscious of how people are faring in the current economic climate, but I can assure you that MPC did not increase the precept lightly.

In hindsight it would probably have been prudent to distribute a news letter outlining what I have mentioned above.

The future. With energy costs expected to rise street lighting could come under scrutiny.

However when we start to consider the budget in November, I can assure we shall try our hardest to keep it at the same figure.

This is now the time to discuss the MPC Precept. However, I have noted that several queries have been raised regarding the contra charges in respect of the Clerk and administration costs between MPC and Gold Park. Whilst this meeting is to discuss the precept, I shall briefly clarify the relationship. Gold Park is a registered charity and a separate legal identity. The Trustees of Gold Park is MPC, not individual persons. Gold Park's main source of income is from Car parking charges received from NNDC The MPC Clerk is also the administrator for Gold Park and a proportion of her time together with other administration costs are charged to Gold Park. As Gold Park's income is over £25,000 the Charity Commission requires an audit, and this is undertaken by Larkin Gowan.

One of the key factors in the financial affairs of MPC is the split from Gold Park which has been an elongated process to separate the Charity from MPC over a couple of years. 2023/24 will be the first year that the payroll and administration for Gold Park will be operated solely by the Trust, historically MPC covered administration costs incurred by the Trust work undertaken.

I now open the meeting for your questions

05 Public Participation Time

The meeting will be adjourned for a period stated in the resolution to allow Members of the Public to speak, to receive County and District Councillors reports and allow 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 Chairman proposed the following:

1. To adjourn the meeting resolution to allow Members of the Public to speak, to receive County and District Councillors reports
2. That standing orders (e) to (f) are suspended to allow the public to ask the questions submitted.
3. To suspend standing order items (g) and (h) to extend the Public Participation to 75 minutes.

The Chair informed the meeting that under the scheme of delegation members have agreed to publish the question list that was submitted with the answers attached to the minutes.

The motion was seconded.

Members agreed to adjourn the meeting.

Question list attached to the end of the minutes

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 Insurance claim for street lights denied, due to not knowing when and how the light was damaged.
- 6.4 Museum 2023 display pending.
- 6.5 ID badges for Museum volunteers completed.
- 6.6 Contractor instructed to do the office fence will be completed within 2 months.
- 6.7 Planning application responded to.
- 6.8 Coastal Protection Team emailed.
- 6.9 NNDC were asked to cancel the meeting.
- 6.10 Newsletter in hand
- 6.11 Annual Parish Meeting in hand.
- 6.12 Dignity at Work Policy updated and placed on the website.

07 Planning

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

Cllr Parkin informed members that all was ok with the equipment and a new sign was needed for the zip wire.

- 7.2 To consider and agree if to allow the Norwich Community Sports Foundations to use the memorial gardens.

The motion was proposed, the motion was seconded members **AGREED** to allow the Norwich Community Sports Foundations to use the memorial gardens for their event on the 14th May 2023.

- 7.3 To consider and agree the additional opening times for the museum this year. The motion was proposed, the motion was seconded members **AGREED** to extend the museums opening times from Easter to August, as this was the opening times last year.

- 7.4 Update on Asbestos Survey carried out on Woodhurst and to consider and agree any actions.

The motion was proposed, the motion was seconded members **AGREED** to the recommendations provided:

1. Encapsulate the infected area as a cost of £320.00 plus VAT
2. To extend the inspection period to every 5 years.

08 Finance & General Purposes Committee

8.1 To consider and agree February's reconciliations of bank accounts.

The motion was proposed, the motion was seconded members **AGREED** February's reconciliations of bank accounts.

8.2 To consider and agree March's payments and February's income for approval.

The motion was proposed, the motion was seconded members **AGREED** March's payments and February's income for approval.

8.3 Update on glass recycling and to consider and agree any options. The motion was proposed, the motion was seconded members **AGREED** for Cllr Wait to look into alternatives and report back to Council.

8.4 To consider and agree if to renew NPTS Subscription.

The motion was proposed, the motion was seconded members **AGREED** To renew their subscription to NPTS.

8.5 To consider and agree if to contact Utility Aid to advise on Councils utility bills.

The motion was proposed, the motion was seconded members **AGREED** to contact Utility Aid to advise Council on their utility bills.

09 Training

None

10 Policies, Documents and Communications.

10.1 To consider and agree if to publish the village map leaflet this year.

The motion was proposed, the motion was seconded members **AGREED** to reprint the village map with the updated contact numbers Cllr Revell Would supply.

10.2 To consider and agree if to allocate some of the Mundesley Connect money to Pebbles.

The motion was proposed, the motion was seconded members **AGREED** to donate £200 from the Mundesley Connect donations for Pebbles to purchase a kettle, toaster and microwave.

10.3 To consider and agree Council insurance renewal documents.

The motion was proposed, the motion was seconded members **AGREED** the documents and requested that the museum contents were included, and to see if Gold Park can be taken off the policy to stand on its own.

10.4 To consider and agree Councils Grants for 2023.

The motion was proposed, the motion was seconded members

AGREED the following:

Mundesley Visitors Centre	Ongoing costs	£200.00
Mundesley Players	Purchase of equipment to enhance the production of shows	£200.00
Mundesley WI	Gazebo with lights	£200.00
Mundesley Carpet Bowls	To replace worn carpet	£200.00
Mundesley Free Church	To install combi boiler	£200.00
Mundesley First Responders	Replacement kit, defib, batteries pulse.uks & phones	£200.00
Coronation Hall	Replacement projector and sound wiring & replacement carpet for Bowls Club	£200.00
North Norfolk Community (Mundesley Connect Grants and donations)	Shed for storage	£350.00
Mundesley Community Choir	Help for hall hire	£200.00

Mundesley Brownies	Laptop and printer, badges and books	£200.00
Saints Church	Maintenance of the graveyard	£200.00
Coast Watch	Signs for advertising the tide times	£200.00
Mundesley Scouts	Purchase of gazebos	£200.00

11 Events – nothing to report.

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.

Public consultations

Dimming street lights

Precept rise for 2024/2025

13 Correspondence

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

13.1 Email from a resident re Voter ID Cards.

The motion was proposed, the motion was seconded members **AGREED** promote the procedure on Councils website and social media and encourage people to apply for a postal vote so they do not need photo ID.

13.2 Email from a resident re live streaming meetings

The motion was proposed, the motion was seconded members **AGREED** for Cllr Barnes to look into and report back to Council.

13.3 Email from Coast Watch re electric cupboard.

The motion was proposed, the motion was seconded members **AGREED** to look at the Fire Risk Assessment report in regards to this cupboard and report back to members.

13.4 Email from NCC in regards to Electric Vehicle Charging points.

The motion was proposed, the motion was seconded members **AGREED** to register their interest in attending a meeting with NCC about Electric Vehicle Charging points for the village

13.5 Email from Community Gardeners in regards to this year's planting.

The motion was proposed, the motion was seconded members **AGREED** for £200.00 for the Spring and £200.00 for the Autumn, and to use funds from Councils reserves as this hasn't been budgeted for.

To ask members of the public if they have plants they wish to donate.

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.

The motion was proposed, the motion was seconded 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 Update on Employment and to consider and agree any actions.

Members were updated on employment issues. Members **AGREED** that the staffing committee could call on Sarah Bristow (NALC) for employment advice if necessary.

14.2 To adopt the minutes from the Employment Committee on the 24th January 2023.

The motion was proposed, the motion was seconded members **AGREED** to adopt the Employment Committee minutes on the 24th January 2023.

14.3 To consider and agree the alleged GDPR breach.

The meeting was informed of a possible data breach.

The motion was proposed, the motion was seconded members **AGREED** for the Chair and the Vice Chair to report as necessary and to ask that any relevant data be deleted by the third party.

15 Date of Next Meeting

- 15.1 To confirm that the date of the next Meeting of the Parish Council will be on the 24th April 2023 at 7pm at Coronation Hall.

MEETING CLOSED: 21:52 PM

CHAIR: _____ DATE: _____