



Mundesley-on-Sea Parish Council

THE OLD FIRE STATION BACK STREET MUNDESLY NR11 8JJ

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Minutes of a **Full Council Meeting** of Mundesley Parish Council
held in the Jubilee Rooms, Mundesley on **Monday 21st October 2024** at 6pm

Present: Councillors J Barnes, J Broatch, R Dickinson, D Hicks, J Holliman, D Revell, B Reynolds (chair), C Spencer, A Wait, C West.

No members of the public were present.

Clerk: Ms Nell Bell also present Locum Clerk Mrs Sarah Hunt

1. Apologies for Absence

Apologies were RECEIVED and accepted from Cllr West – ill health. Cllr D Smith, Absent.

Council RESOLVED to approve an extended leave of absence for Cllr Chris West for six months from 21st October. PROPOSED Cllr Reynolds, SECONDED Cllr Dickinson.

2. Co-option.

There were no applications to join the Council.

3. Declarations of Interest and requests for Dispensations.

Cllr Barnes, Cllr Revell and Cllr Reynolds– item 10.3. All live in close proximity to the proposed Denbury Homes development.

Cllr Barnes and Cllr Reynolds item 9.8. Memorial damaged.

4. Minutes of Previous Meetings.

The minutes of the Meeting of the Parish Council held on 30th September 2024 were AGREED as a true and correct record and signed by the Chair. PROPOSED Cllr Spencer, seconded Cllr Hicks.

5. Public Participation Time – included within this item are comments made throughout the meeting upon invitation of the Chair.

No members of the public present.

Brian Farrow (Coastal Partnership East) sent apologies to the meeting.

6. Report from Wendy Fredericks District Councillor.

Apologies received report previously circulated.

7. Report from Ed Maxfield County Councillor.

Apologies received report previously circulated.

8. Updates from Previous Meetings.

8.1 Woodhurst deposit -Deposit Protection Service. In Hand. Clerk.

8.2 Delegated grass cutting. Contractor has confirmed map issued, and insurance held. Clerk to action with highways as agreed last meeting.

8.3 Tree Packs for memorial garden. Clerk to report to next meeting over timing of plantings and options – NNDC refunding trees, Cllr Revell to possibly source, Norfolk County Council 50% funding of Norfolk Oak, Woodland Trust.

8.4 Replacement of dog bins with litter bins. Next meeting. RFO.

8.5 It was NOTED that the replacement bus shelter has been erected. Clerk instructed to purchase treatment colour to be “Muted Clay” - Restorative Justice to complete work. Cllr Wait to research donated guttering, price to be obtained from Council Contractor to erect or erect and supply.

8.6 It was NOTED the head lease for the Chalet Park is completed.

8.7 It was NOTED the Museum sign is now installed and the job completed.

8.8 It was NOTED that SMS have installed a Smart Meter at the MUGA.

9. Financial and Administrative Matters.

9.1 It was RESOLVED to make the payments listed at Annex A. PROPOSED Cllr Dickinson, seconded Cllr Reynolds.

Council wished to record their thanks to RFO Jo Beardshaw for her considerable work obtaining a refund from Southern Electric (items 220 and 221 in Annex A).

9.2 It was RESOLVED to close the Lloyds current account. It was RESOLVED to apply for a credit card on Unity Bank for use by the Clerk at a cost of £3 per month. RFO to action. It was RESOLVED to set a transaction limit and monthly limit on this card of £1000. PROPOSED Cllr Wait, seconded Cllr Broatch.

9.3 It was RESOLVED for the Clerk to pursue an application to Awards for All for the outdoor gym. Hornsea 3 funding to be investigated when suitable project identified. PROPOSED Cllr Spencer, Seconded Cllr Broatch.

9.4 It was NOTED that Council has received two quotes for the proposed tree works and awaits others. It was NOTED that all companies asked to quote for the job are on the NNDC register of approved contractors. It was AGREED to delegate to Clerk/Chair/Vice-chair/Chair of Finance to ensure all quotes are for comparable work and instruct urgent works once all quotes received.

9.5 The Bank reconciliation to the end of September was RECEIVED. It was NOTED the bank balance is £136,728.75 and SIGNED Cllr Reynolds.

9.6 It was AGREED to contribute £60 towards RFO audit training course. PROPOSED Cllr Dickinson, seconded Cllr Broatch.

9.7 It was RESOLVED that Clerk will be an administrator on all bank accounts alongside RFO. PROPOSED Cllr Reynolds, seconded Cllr Dickinson. RFO to action.

9.8 It was AGREED to obtain a quote for CCTV in conjunction with GPT – items to be segregated between organisations on quotation. Next Meeting.

10. Planning.

10.1.1 PF/24/1735 – The Ship Inn, 21 Beach Road, Mundesley, NR11 8BQ.

No objection or comment.

10.2 No notifications of decisions taken by North Norfolk District Council received.

10.3 Denbury Homes Site.

It was AGREED to delegate the response to Denbury to the Clerk – all Councillors to feedback thoughts to Clerk.

Council discussed the archaeological interest of the site, notably the remains of a thirteenth century windmill - response to also be forwarded to Norfolk Archaeology Service to ensure appropriate archaeological investigation of the site is carried out prior any development.

Clerk to obtain permission from Denbury Homes to circulate Archaeological report.

11. Highways.

11.1 Council offered no objection to proposed Station Road / Cromer Road parking restrictions implemented in response to work of Cllr W Fredericks and Mundesley Parish Council.

Clerk to contact Highways for options for signs on the approaches to the village directing people to the Beach Road car park. Clerk to investigate whether this could be funded in part by the Parish Partnership. Next Meeting.

12. Correspondence.

12.1 The letter thanking Philip Stone from a parishioner was NOTED.

12.2 It was AGREED Cllr Reynolds will represent the Parish Council at the Memorial Service in Mundesley on Sunday 10th November and lay a wreath on their behalf.

It was AGREED Cllr Revell will represent Mundesley Parish Council at the Armistice Day service for the Parish held at Saint Peter and Saint Paul's Church, Knapton, on Sunday 10th November and lay a wreath.

It was AGREED that Cllr Revell will deliver a wreath to Mundesley Parish Church for inclusion within the display.

12.3 It was NOTED the next Coastal Management Meeting is on Wednesday 23rd October at All Saints Community Rooms at 18.30. All councillors invited. Cllr Reynolds to attend and feedback to next Council meeting.

13. Administration.

13.1 It was NOTED the Parish Office public opening hours will be Mondays and Wednesdays 12-3pm and Tuesdays 12-2pm.

13.2 It was APPROVED for Sarah Hunt to attend the Pension Credit open day on 24th October. It was APPROVED for Sarah Hunt and Cllr Dickinson to conduct regular sessions offering administrative support to older residents. To take place on Fridays (first session to be held on Friday 1st November) at the Parish Council Office from 10am – 1pm. PROPOSED Cllr Revell, Seconded Cllr Broatch.

13.3 It was NOTED the meeting dates for 2025. Clerk to circulate.

13.4 It was AGREED to subscribe to Parish Online. PROPOSED Cllr Dickinson, Seconded Cllr Broatch.

13.5 It was AGREED to delegate an initial sum of £500 to the Clerk to commission necessary website works. PROPOSED Cllr Dickinson, Seconded Cllr Hicks.

14. Property and Maintenance Matters.

14.1 It was AGREED Cllrs Dickinson, Reynolds and the Clerk will attend a TEAMS meeting with North Norfolk District Council to discuss the future of the beach front shelters on Friday 25th October and report back to council at the next meeting. PROPOSED Cllr Wait, seconded Cllr

Revell. Noted that a budgetary sum may be necessary for next year. RFO.

14.2 It was AGREED to accept the quote of £694 from Ian Chettlebrugh to repair the Parish noticeboard. PROPOSED Cllr Waite, seconded Cllr Spencer.

14.3 No update on Watson Watt Gardens available. Next Meeting.

14.4 Clerk to monitor public use of the Parish Office garden and report any concerns back to council.

14.5 It was REPORTED that the key safe to enable access to the Coast Watch Tower has now been relocated.

15. Southern Hill.

15.1 It was APPROVED that Cllr Dickinson would attend the next meeting on behalf of the council on Monday 18th November at Gimingham Village Hall at 7.30pm.

16. Items for Next Meeting 25th November 2024

16.1 To receive update from Southern Hill meeting (18/11/24).

16.2 To review and agree budget recommendation from Finance Committee.

16.3 To consider cancelation of December meeting.

16.4 Memorial Gardens fencing -to receive quotes for repair/ replacement.

17. Date and Time for Next Meeting.

17.1 Assets meeting 13th November 6pm Coronation Rooms - CANCELLED

17.2 Finance Meeting Tuesday 19th November

17.3 Events Committee Tuesday 12th November

17.4 Full Council Monday 25th November.

The meeting closed at 7.59pm

Signed:

25th November 2024