



Mundesley-on-Sea Parish Council

THE OLD FIRE STATION BACK STREET MUNDESLEY NR11 8JJ
TELEPHONE: 07483 113 726 EMAIL: clerk@mundesley-pc.gov.uk

Minutes of the **Assets and Environment Committee meeting** of Mundesley Parish Council, held in the Coronation Hall, Mundesley on **Tuesday 15th of September 2026** at 6:00pm

Present: Cllr Debbie Hicks, Cllr Jane Barnes, Cllr Derek Smith, Cllr Alex Randall

No members of the public were present.

Clerk: Nell Bell.

1. Apologies for absence.

Apologies were received from Cllr Roy Dickinson and Cllr Wayne Tench.
Cllr Denise Revell absent.

2. Declarations of interest and dispensations.

None

3. Public participation time.

No members of the public present.

4. Minutes of the previous meeting.

The minutes of the Assets and Environment Committee held on 20th July 2026 were AGREED as a true and correct record and signed by the Chair. PROPOSED Cllr Hicks, seconded Cllr Smith. All in favour.

5. RoSPA

5.1 Skate Park repairs completed -NOTED.

5.2 Proof of MUGA sign unavailable to the meeting. Clerk to follow up.

5.3 Outdoor Gym: Broxap to provide replacement parts free of charge. It was RESOLVED to undertake annual servicing of machines (£575). PROPOSED Cllr Smith, seconded Cllr Hicks. All in favour.

5.4 The Committee DISCUSSED remedial work to the MUGA. Ongoing.

6. Village Assets

6.1 Quote for refurbishment of noticeboard on Station Road unavailable to meeting. Clerk to follow up.

6.2 Quote from Woods Cycles for repairs to the village sign bike unavailable to the meeting. Clerk to follow up.

6.3 It was RESOLVED to purchase solar lights for the wooden village noticeboard for £9.99. PROPOSED Cllr Hicks, seconded Cllr Randall. Cllr Barnes ABSTAINED. Motion passed.

6.4 The Committee discussed the village shops sign. It was RESOLVED to remove the current sign (outdated) and relocate directional sign to village shops. PROPOSED Cllr Smith, seconded Cllr Barnes. All in favour.

7. Risk Assessments

7.1 The Committee reviewed and AGREED risk assessments for the following assets. PROPOSED Cllr Barnes, seconded Cllr Hicks. All in favour. Clerk to update contact details with Sonata Security.

- Back Street office
- Skate Park
- MUGA
- Outdoor Gym

8. Sea front shelters

8.1 The Committee discussed the sea front shelters. It was AGREED to recommend to Full Council that the Finance Committee consider committing additional funds in the 2027/28 budget to Earmarked Reserve for the future restoration of the structures.

8.2 The Committee discussed planting scheme ideas to recommend to North Norfolk District Council in view of their plan to change planting on the sea front gardens from an annual to a perennial scheme. Cllr Hicks to summarise and forward to the clerk.

9. Memorial Gardens

9.1 The Committee discussed reducing the Memorial Garden hedge and AGREED to defer any decision pending a site visit to inform discussion at Full Council on 28/09/26.

9.2 The Committee discussed ideas for a Hope Garden to recommend to Full Council for consideration on 28/09/26.

10. Woodhurst

10.1 EICR certificate for Woodhurst obtained. NOTED.

10.2 The Committee requested that the clerk obtain quotes for installing a roof vented extractor fan in the bathroom.

10.3 Decorating, tiling and lino floor replacement completed by JJS Empowerment on 28/08/26. NOTED. Cllr Barnes and clerk to do site visit on 16/09/26.

10.4 The Committee discussed that garage roof. They discussed the quote received for repairs and requested that the clerk obtain 2 additional quotes for consideration by Full Council.

10.5 It was RESOLVED to request HFS Waste Management clear drains and downpipes. Proposed Cllr Barnes, seconded Cllr Smith. All in favour.

11. The Lea

11.1 It was RESOLVED not to install a bollard at the entrance to The Lea to ensure access for emergency vehicles. PROPOSED Cllr Smith, seconded Cllr Randall. All in favour.

The meeting ended at 19.41.

