

**MINUTES OF THE ANNUAL MEETING OF CROMER TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 13 MAY 2013**

PRESENT

Mayor Cllr. D. Pritchard, Deputy Mayor Cllr. D. Airs,
Cllr. T. Adams (from item 3), Cllr. T. Bartlett, Cllr. J. Bond, Cllr. S. Eastwood,
Cllr. P. Harris (from item 6), Cllr. G. Hayman,
Cllr. A. Nash, Cllr. C. Plewman, Cllr. Saunders, Cllr. G. Smith

Mrs. J. Chance (Town Clerk), Mrs. J. Warner (Deputy Town Clerk)

District Cllr. A. Yiasimi,
Ms A. Mclellan (Cromer Academy), P.C.S.O. Holmes,
Rev. S. Willimott, Reporter S. Downes
4 members of the public

The outgoing mayor Cllr. Smith welcomed everyone to the meeting.

1. **ELECTION OF MAYOR**

It was **proposed** by Cllr. Hayman, **seconded** by Cllr Smith and unanimously **AGREED** that Cllr. Pritchard be elected mayor. The outgoing Mayor presented Cllr. Pritchard with the Chain of Office. Mayor Cllr. Pritchard presented Cllr. Smith with the Past Mayor Jewels and thanked her for her work as Mayor of Cromer over the past year. The Mayor signed the declaration of acceptance of office which was witnessed by the clerk. The Mayor took the chair.

The Mayor also voiced his congratulations to Cllr. Cox who had been elected Chairman of Norfolk County Council.

2. **ELECTION OF DEPUTY MAYOR**

It was **proposed** by Cllr. Bartlett, **seconded** by Cllr. Nash and unanimously **AGREED** that Cllr. Airs be elected Deputy Mayor. The Mayor presented Cllr. Airs with the Deputy Mayor Jewel. The Deputy Mayor signed the declaration of acceptance of office which was witnessed by the clerk.

Cllr. Adams arrived at the meeting and gave apologies for his late arrival.

3. **MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 15 APRIL 2013 &
09 MAY 2013**

It was unanimously **AGREED** that the minutes of the Town Council meetings held on 15 April 2013 and 09 May 2013 be **APPROVED**. The minutes were signed by the Mayor. The minutes of the Annual Town Meeting held on 26 April 2013 were noted.

4. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

Members declared interests as follows:

Cllr. T. Bartlett – Cromer Preservation Society & COAST.

Cllr. S. Eastwood – Skatepark.

Cllr. Plewman - Skatepark

It was noted that declaration forms would be completed by all members declaring an interest.

5. **APOLOGIES FOR ABSENCE**

Apologies for absence were considered and accepted from Cllrs. Cox, Woodcock and Hamilton-Emery.

6. **COMMITTEES & REPRESENTATIVES**

The list of committee membership and representatives was reviewed and **APPROVED**. It was **AGREED** to ask Cllrs. Cox and Woodcock to provide their choices of committees. The Clerk was asked to write to HEART to ask whether a representative is still required.

7. **POLICE MATTERS**

7.1 **Police Report**

P.C.S.O. Holmes presented the police report (refer attached) and answered questions from members. It was noted that there are no crime trends or spikes in the area.

7.2 **Other Police Matters**

There were no other police matters to report.

8. **YOUTH**

8.1 **Cromer Academy Student Council**

Ms. Allison Mclellan provided information on proposed changes to the school day. Consultation questionnaires had been drafted and a supply left at the Town Council Office. It was noted that the Student Leadership team had held a successful ragweek raising £1100 which is to be split between the skatepark and the RNLI. 252kg of food had been collected for the foodbank which is enough to feed 25 people for 3 days.

8.2 **Skatepark**

Cllr. Eastwood reported on a successful bag packing event at Morrisons and advised that other fund raising activities are planned.

8.3 **Other Youth Matters** (for information only)

National Citizen Service

An email was circulated and suggestions were put forward to be passed to Norwich City for consideration.

Meadow Play Area

Congratulations were given to the Meadow Park Revamp group who have succeeding in their grant application to revamp the play park. Thanks were given to all the parents involved.

P.C.S.O. Holmes and Ms. Mclellan left the meeting.

9. **CASUAL VACANCY**

It was noted that an election has been called and will be held on 13 June 2013. It was **AGREED** to instruct NNDC to issue polling cards.

10. **COUNTY & DISTRICT COUNCIL**

Dog fouling – Congratulations were voiced on the success of the recent patrols but concern raised that things have already slipped back. It was suggested that the patrols would be welcomed back together with more community involvement. District Cllr. Yiasimi will pursue this. The Clerk advised that it is hoped that the P.C.S.O.s will be able to issue tickets for dog fouling offences.

Marrams Shelter – It was noted that the painting is complete but repairs to the roof still awaited. District Cllr. Yiasimi will pursue this.

Councillor attendance at meetings – Concern was raised that only one district councillor and no county councillor was present at this meeting. It was also noted that most were not present at the Annual Town Meeting.

11. It was **resolved** that the meeting be closed for public participation.

PUBLIC PARTICIPATION

A148 Holt Road – A member of the Steps to Safety Campaign Group disputed the comments made at the pan parish meeting in respect of roundabouts on trunk roads.

The meeting re-opened.

12. **NORTH LODGE PARK**

Cllr. Harris provided an update and advised that a report had been submitted to the consultants for discussion at the next meeting. The need for the involvement of the public was discussed. It was noted that the timing of public involvement needs to be right and that it is understood that Focus Groups are to be arranged. It is hoped to bring the scheme back to Cromer Town Council once the governance is sorted out.

*The Mayor briefly left the meeting during the above item during which time the Deputy Mayor took the Chair.
Cllr. Plewman left the meeting.*

13. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

13.1 **Minutes of the meeting of the Planning Transportation & Environment Committee held on 09 May 2013**

Cllr. Eastwood presented the minutes of the meeting held on 09 May 2013 which were **APPROVED** and **ADOPTED**.

Cllr. Saunders abstained from accepting the minutes of the planning meeting as they had not been received until the day of this meeting. It was **AGREED** the receipt of minutes needs to be taken into account when setting the dates of meetings.

Highway matters – Objections were raised in respect of the Town Council having to pay towards highway projects.

Roughton Road Development – Cllr. Harris reported on his attendance at the site visit. Concerns were raised at the loss of the hedge and the amount of social housing. It was noted that a special NNDC Development Committee meeting is to be held at the end of May to consider this application. Cllr. Harris will represent Cromer Town Council at the meeting.

13.2 **A148 Holt Road**

Notes from the pan parish meeting were circulated and **APPROVED**.

3 members of the public left the meeting.

14. **PROMOTIONS & DEVELOPMENT COMMITTEE**

14.1 **Minutes of the meeting of the Promotions & Development Committee held on 29 April 2013**

Cllr. Nash presented the minutes of the meeting held on 29 April 2013 which were **APPROVED** and **ADOPTED**.

Queen's Coronation – Details of the events were drafted. It was suggested that the Lobster Potties are invited too.

15. **STRATEGY & FINANCE COMMITTEE**

15.1 **Minutes of the meeting of the Strategy & Finance Committee held on 30 April 2013**

Cllr. Pritchard presented the minutes of the meeting held on 30 April 2013, which were **APPROVED** and **ADOPTED**.

15.2 **Parish Plan**

Cllr. Bartlett provided an update.

15.3 **Risk Assessment of Internal Audit Controls**

It was noted that Cllr. Saunders had reviewed the internal audit controls and produced a report (refer attached). Cllr. Saunders was thanked for her work on this.

The press reporter left the meeting.

16. **WORKS & GENERAL PURPOSES COMMITTEE**

16.1 **Minutes of the meeting of the Works & General Purposes Committee held on 07 May 2013**

Cllr. Pritchard presented the minutes of the meeting held on 07 May 2013, which were **APPROVED** and **ADOPTED**.

16.2 **Old Cemetery Chapel**

Members were referred to the minutes of the committee meeting.

17. **MAYOR & DEPUTY MAYOR**

17.1 **Past Mayor's Report**

Past Mayor Cllr. Smith reported on her attendance at the opening of the Saffron Insurance Office in Bond Street

17.2 **Mayor's Report**

The Mayor thanked Cllr Smith on her excellent year as Mayor of Cromer. He advised members that as his wife suffers from bouts of ill health there will be occasions when his daughter will stand in for the Mayoress. Cllr. Bond was welcomed back. The Mayor advised that there are lots of projects progressing and he looks forward to working with Deputy Mayor Cllr. Airs, the Clerk, the Deputy Clerk and all councillors over the exciting 12 months ahead.

18. **REPORTS FROM MEMBERS ON OTHER COMMITTEES**

CCTV – The Mayor reported on his attendance at a CCTV meeting at NNDC. The funding of the scheme may be reviewed and NNDC may approach Cromer Town Council with changes. Following discussion, it was **AGREED** to instruct the Clerk to write to the police to ask for their thoughts on the efficiency of the CCTV in the town.

19. **CORRESPONDENCE**

19.1 **Correspondence as detailed in appendix**

The correspondence listed was noted or action agreed as detailed in appendix attached.

19.2 **Correspondence received since 09 April 2013**

Cromer Preservation Society Newsletter – To be circulated.
Clifftop Lighting Scheme – Email circulated. All comments are to be forwarded to the Clerk for consideration at the next meeting of the Planning, Transportation & Environment Committee.

20. **DATE OF THE NEXT MEETING:** 24 June 2013 at 7pm

There being no further business, the Mayor closed the meeting at 9.05pm.

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Signed

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Dated