

**MINUTES OF THE ANNUAL MEETING OF CROMER TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 29 JULY 2013**

**PRESENT**

Mayor Cllr. D. Pritchard, Deputy Mayor Cllr. D. Airs,  
Cllr. T. Bartlett, Cllr. H. Cox, Cllr. J. Frosdick, Cllr. J. Hamilton-Emery,  
Cllr. G. Hayman, Cllr. A. Nash, Cllr. Saunders, Cllr. G. Smith

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

District Cllr. A. Yiasimi,  
Reporter S. Wylie  
3 members of the public

The Mayor welcomed everyone to the meeting and made a special mention of Sophie Wylie who was attending for the first time as press reporter from the North Norfolk News.

1. **MINUTES OF THE TOWN COUNCIL MEETING HELD ON 24 JUNE 2013**

It was unanimously **AGREED** that the minutes of the Town Council meeting held on 24 June 2013 be **APPROVED**. The minutes were signed by the Mayor.

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

Members declared interests as follows:

Cllr. T. Bartlett – Cromer Preservation Society.

Cllr. J. Hamilton-Emery – Christmas Lights.

Cllr. H. Cox – Crab & Lobster Festival.

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

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were considered and accepted from Cllrs. Adams (work commitments), Bond (holiday), Harris (work commitments) and Plewman (illness). It was also noted that P.C. Cresswell had sent his apologies.

4. **POLICE MATTERS**

4.1 **Police Report**

Apologies were noted and a report from the police circulated (refer attached). Members were pleased to note that despite the increase in population over the summer months and the warm weather, the numbers of crimes had not increased. The recording of assaults made by residents of care was queried as it was felt that many elderly residents suffer from some form of dementia. The Clerk was asked to forward the comments to P.C. Cresswell.

4.2 **Other Police Matters**

There were no other police matters to report.

5. **YOUTH**

5.1 **Cromer Academy Student Council**

There was no representative. Cllr. Cox was pleased to advise that students from Cromer Academy had made a replica of Crest Castle. This will be used on the Twinning Float in Cromer Carnival.

5.2 **Skatepark**

There was no report.

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

There were no other youth matters to report.

6. **CASUAL VACANCY**

It was noted that a Notice of Vacancy has been issued for the vacancy which has arisen following the resignation of Scott Eastwood. NNDC have asked that a request for an election to fill this vacancy is forwarded to them as soon as possible in order that this can be combined with the election to fill the vacancy which arose following the death of Vera Woodcock MBE.

It was stressed that whilst an election is the democratic right of the electorate, the co-option is taken seriously and the process is fair to all applicants. It was **AGREED** that if the second vacancy is filled by co-option, feedback will be given to all applicants.

7. **COUNTY & DISTRICT COUNCIL**

**Depletion of sand** – Members are receiving comments that the beach is still more stony than usual. It was noted that the new Coastal Engineer will be attending the next Town Council meeting. Cllr. Cox advised that beach levels are measured and monitored and she will try and get hold of a copy of the charts. The Clerk was asked to contact Scott Eastwood to ask for details of the legislation relating to beach re-nourishment.

**Illumination of NNDC Car Parks** – The Mayor advised that he had emailed his questions to District Cllr. Lee but still awaited a reply. The Mayor will pursue this with Cllr. Lee.

**Brown Bins** – The Mayor advised that over recent months there had been several occasions when the brown bins were not collected on the correct days. He has emailed District Cllr. Lee but not received a reply. The Mayor will resend the email to Cllr Lee and also to District Cllr. Yiasimi.

**Cromer Pier** – Cllr. Hamilton-Emery gave thanks to all involved in the works on the pier over the last year but asked when the last of the equipment is to be taken away. She also asked for more creative thinking and for the reinstatement of bunting on the pier. District Cllrs. Cox and Yiasimi will pursue this.

**Car Parking Charges** – Cllr. Hayman mentioned the recent court ruling that car parking revenues are not used as a funding stream and advised that it may be possible to relax restrictions on yellow lines to help shoppers. He asked how seaside towns are affected by car parking charges. District Cllr. Cox advised that parking is an issue throughout the district and will make enquiries.

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

#### **PUBLIC PARTICIPATION**

**East Runton Funfair** – A member of the public raised concern at the number of posters which are being fly posted, especially near road junctions. It was noted that Norfolk County Council is the enforcement body for flyposting. Concern was also raised in respect of the entrance to the funfair and it was asked whether the legal notices have been applied for. County Cllr. Cox will follow this up. Concern was raised that the Town Council was unaware of this until it appeared in the press and it was requested that members are made aware of such issues.

**Cycling on Promenade** – A member of the public raised concern in respect of the signage on the promenade and asked how it is decided whether cycling is hazardous. She also asked that there be no cycling on the promenade and pier. District Cllr. Yiasimi advised that the signage is under review at NNDC.

**Dog Control** – A member of the public asked that dogs be kept on leads on the cliff top paths during the summer months and felt that dog control is not taken seriously by NNDC. District Cllr. Cox will pursue this with NNDC.

**Litter Bin** – A member of the public asked that a litter bin be installed at the west end of the Sunken Gardens.

*The meeting re-opened.*

9. **NORTH LODGE PARK**

It was noted that the next meeting is to be held on 31 July 2013.

10. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

- 10.1 **Minutes of the meeting of the Planning Transportation & Environment Committee held on 04 July 2013**

The Mayor presented the minutes of the meeting held on 04 July 2013 which were **APPROVED** and **ADOPTED**.

- 10.2 **A148 Holt Road**

It was noted that the next pan-parish meeting will be held at North Lodge at 11am on 12 August 2013.

11. **PROMOTIONS & DEVELOPMENT COMMITTEE**

11.1 **Minutes of the meeting of the Promotions & Development Committee held on 18 July 2013**

Cllr. Hamilton-Emery presented the minutes of the meeting held on 18 July 2013 which were **APPROVED** and **ADOPTED**.

Minute item 6 – It was **AGREED** to amend the minute to add that the RNLI and Pride are given standing permission so that they don't have to ask committee every year.

12. **STRATEGY & FINANCE COMMITTEE**

12.1 **Minutes of the meeting of the Strategy & Finance Committee held on 16 July 2013**

Cllr. Airs presented the minutes of the meeting held on 16 July 2013, which were **APPROVED** and **ADOPTED**.

12.2 **Parish Plan**

It was noted that 475 replies had been received in the office to date. The deadline for responses has been extended. Thanks were given to all who have helped deliver questionnaires.

12.3 **Cheque Signatory**

It was noted that Cllr. Smith no longer wished to be a cheque signatory and was **AGREED** that Cllr. Hamilton-Emery be appointed in her place.

12.4 **Lapel Badges**

It was **AGREED** that members could purchase Cromer Town Council lapel badges at their own expense. The Clerk was instructed to contact all members to ascertain how many badges are required and then get an accurate quotation.

12.5 **Velvet Collar and repairs to Mayor's Chain of Office**

It was noted that the Mayor's Chain of Office needs to be cleaned and the engraving updated to reflect the names and dates of recent Mayors. An urgent repair to the clasp of the pendant is also required. In order to improve comfort and to avoid damage to clothing, some town councils are purchasing velvet collars to be worn under the chain of office. Following discussion it was **AGREED** to set a maximum budget of £50 for the velvet collar.

13. **WORKS & GENERAL PURPOSES COMMITTEE**

13.1 **Minutes of the meeting of the Works & General Purposes Committee held on 23 July 2013**

Cllr. Pritchard presented the minutes of the meeting held on 23 July 2013, which were **APPROVED** and **ADOPTED**.

Minute item 12.2 Litter Bins – It was suggested that the Town Council include funds in next year's budget for the provision and emptying of more litter bins in Cromer. Following discussion it was **AGREED** to include this in the budget of the Works & General Purposes Committee and have a programming of adding bins year by year.

Minute item 17 Crematorium & Allotment Land – It was **AGREED** to move this item to the end of the meeting under exclusion for information purposes only.

Memorial Trees – It was suggested that a programme of tree planting be included in the budget of the appropriate committee. The Clerk pointed out that the Town Council adopted a policy in respect of Memorial Trees and that enquiries are on-going in respect of planting trees on verges. Following discussion, it was **AGREED** to identify a sum going forward to provide some trees and maintenance.

#### 14. **MAYOR & DEPUTY MAYOR**

##### 14.1 **Mayor's Report**

It was noted that the Mayor's Report is now accessible via a blog. A copy will be printed out for members who do not have access to the internet.

##### 14.2 **Deputy Mayor's Report**

Report was circulated (refer attached).

##### 14.3 **Informal meeting with Mayor & Deputy of Sheringham Town Council**

It was noted that the Mayor, Deputy Mayor and Town Clerk had informally met with the Mayor and Deputy Mayor of Sheringham Town Council to discuss joint working. It seemed unlikely that Sheringham Town Council will provide funding for future festivals but was agreed to keep in touch on an informal basis and to add links to each other's websites. The Mayor stressed that Sheringham Town Council's budget meeting had not taken place so this is not a formal decision but an informal response of the Sheringham Mayor and his Deputy.

#### 15. **REPORTS FROM MEMBERS ON OTHER COMMITTEES**

**Community Led Health** – It was noted that representatives are to attend the September meeting of the Town Council.

**NNDC** – It was noted that Sheila Oxtoby, Tom Fitzpatrick and the new Coastal Engineer are to attend the September meeting of the Town Council.

**Larger Councils Meeting** – Cllrs. Bartlett and Nash reported on their attendance at the Larger Councils Meeting. It was noted that it was interesting to learn how Cringleford had developed their Neighbourhood Plan but that a high amount of work by a large team of people had been required and significant cost was involved. The Clerk stressed that the increase in the Community Infrastructure Levy has to be weighed up against the cost of producing the plan. Community Assets has also been discussed at the meeting.

16. **CORRESPONDENCE**

16.1 **Correspondence as detailed in appendix**

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

16.2 **Correspondence received since 22 July 2013**

**Norfolk Prepared Week** - Passed to Strategy & Finance Committee.

17. **DATE OF THE NEXT MEETING:** 09 September 2013 at 7pm

18. **RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC**

It was **AGREED** that in view of the nature of the matters to be discussed that the public and press be excluded from the meeting.

19. **CREMATORIUM & ALLOTMENT LAND**

For those members not present at the meeting of the Works & General Purposes Committee, The Town Clerk clarified issues in respect of the Crematorium and allotment land. The Clerk was thanked for all her hard work.

There being no further business, the Mayor closed the meeting at 8.55pm.

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Signed

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Dated