

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 29 JULY 2014**

**PRESENT**

Committee Chair Cllr. D. Pritchard,  
Cllr. T. Adams, Cllr. J. Frosdick, Cllr. P. Harris, Cllr. Y. Nolan,  
Cllr. M. Saunders, Cllr. A. Yiasimi  
Ms. J. Chance (Town Clerk)  
Mrs. J. Warner (Deputy Town Clerk)

1. **MINUTES OF THE MEETING HELD ON 10 JUNE 2014**

The minutes of the meeting held on 10 June 2014, which were **APPROVED** by full council on 30 June 2014, were signed by the Chair of the committee.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from Cllr. Bartlett due to urgent family matters. Apologies were noted from Cllr. Plewman who is not a member of this committee,

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

5. **CEMETERY (No 2 Site)**

5.1 Cemetery Lodge

It was noted that the Cemetery Lodge is being marketed by Keys with a guide price of £250,000. Viewings are to take place up until 15 August after which a closed auction will commence. It was suggested that an overage is put on the land. It was **AGREED** to instruct the Clerk to consult with the solicitor in respect of this.

5.2 Surplus roof tiles

The tiles have been photographed and counted and will be advertised as soon as time permits.

5.3 Cemetery Chapel

The Clerk advised that she is still waiting to hear what the estimated costs of the heating will be during the winter months.

5.4 Neighbouring Property

The Clerk read a letter received from a neighbouring property and advised that the issue has been resolved.

*Cllr Harris arrived at the meeting*

5.5 Garden of Remembrance

The Deputy Clerk advised that it has been suggested by Cromer in Bloom that the bins and watering cans which are currently sited near the Garden of Remembrance be placed behind the Chapel. Concern was raised that if the bins are not visible, litter could be left elsewhere. It was **AGREED** that the officers investigate and obtain costs for suitable storage for the bins which blends in with the environment. These costs will be considered as part of the budget for 2015/16. This matter will be placed in the next agenda for further consideration. As some of the bins are broken it was **AGREED** to replace them with like for like for now.

5.6 Volunteer Group

It was **AGREED** to set up a Friends of Cromer Cemetery group to consult with and carry out voluntary work in the cemetery. It was **AGREED** to issue a press release in the New Year and invite people to an introductory meeting and to further promote this at the Annual Town Meeting. Letters will also be sent to Funeral Directors, Memorial Masons and interested individuals.

5.7 Damage at Cemetery

It was noted that the cemetery wall has been damaged and also a memorial has been broken. A professional has inspected the wall and advised that it looks to have been hit from inside but is in no danger of collapsing. It was suggested that a second opinion is obtained. The damage to the memorial has been reported to the Royal British Legion.

5.8 Other Cemetery Matters (for information only)

Concern was raised at the number of dandelions in the cemetery. It was noted that the cutting schedule is being adhered to.

6. **CEMETERY (No 1 site)**

6.1 Burial

It was noted that due to a recent burial, an extra cut of the grass had been authorised to allow access to the grave.

7. **GARDEN ALLOTMENT SITE**

It was noted that notice has been served to every tenant to vacate their plot by 29 September 2014. It was **AGREED** that tenants on the right hand side close to the gate may remain provided the plots are kept in good condition and that they are prepared to accept 3 months notice to relocate should land be found.

The Clerk reminded members that a loan had been applied for from the Public Works Loan Board for the purchase of allotment land. This permission has now expired. It was **AGREED** to reopen the debate in respect of how much the Town Council and residents should pay for allotments which only benefit a few people.

8. **STREET LIGHTING**

8.1 Christmas Event

A request was received that the streetlights on the boundary of the Churchyard be turned off during the Christmas Event. Concern was raised in respect of the request to turn off the floodlights but it was noted that it may be possible to apply gels to the floodlights to give a different lighting effect. It was **AGREED** to give permission to the Christmas Working Group to do whatever necessary to get the best effect for Cromer.

8.2 Damage to Street Light

It was noted that a streetlight on Cross Street has been hit by a lorry and the police have provided an incident number. The contractor has been asked to inspect the column.

8.3 Turning off lights after midnight

The Clerk advised that she has met with the street lighting contractor to discuss the phased plans to turn off the street lights after midnight. It was noted that each street light will have to be individually risk assessed before any action can be taken. It was suggested that householders are written to before the lights are turned off.

10. **BUS SHELTERS, BENCHES & BINS**

10.1 Bench and Tree Policy

It was noted that the Environmental Policy has been reviewed by the Planning Transportation & Environment Committee. It was **AGREED** that the Memorial Bench and Tree Policy be amended to state that the fees are in accordance with what is in force at the time of application. The policy will be reviewed on an annual basis and the fees appended.

10.2 Review of Assets

This is still on-going. Members were asked to return their inspection sheets by the end of August.

11. **FLAGPOLES**

11.1. Repairs to flagpoles

It was noted that flags are snagging on the fixings of the flagpoles. Concern was raised that the flagpoles are not fit for purpose and that the Town Council should not have to pay to remedy this. The contractor has advised that he had replaced like for like.

*Cllr. Saunders left the meeting.*

It was **AGREED** to meet with the contractor to discuss this further and depending on the outcome may have to go out for other advice/quotations.

12. **CORRESPONDENCE AND ANY OTHER MATTERS** (for information only)

The Clerk read out a letter from Norman Lamb MP the contents of which were noted.

13. **DATE OF THE NEXT MEETING** – 7pm on 16 September 2014

14. **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, the public and press be excluded from the meeting.

15. **QUOTATIONS FOR REPAIRS OF GARDEN OF REMEMBRANCE WALL**

The Clerk presented three quotations but it was noted that these were not like for like and were difficult to compare. It was **AGREED** that a formal specification will be drafted and the contractors invited to submit revised tenders for consideration at the next meeting. It was suggested that Mr. Margaron is asked to check the specification before it is issued.

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

.....  
Signed

.....  
Dated