

**MINUTES OF THE MEETING OF CROMER TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 01 DECEMBER 2014**

**PRESENT**

Mayor Cllr. A. Nash, Deputy Mayor Cllr. T. Adams,  
Cllr. T. Bartlett, Cllr. H. Cox, Cllr. J. Frostdick, Cllr. J. Hamilton-Emery,  
Cllr. P. Harris (from item 11), Cllr. Y. Nolan, Cllr. C. Plewman,  
Cllr. D. Pritchard, Cllr. G. Smith, Cllr. M. Saunders, Cllr. B. Stibbons, Cllr. A. Yiasimi

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

P.C.S.O. E. Roberts to item 4 incl.  
Ms. Burrows, Shania Waterson, Josh Durrant (Cromer Academy) to item 5 incl.  
N N News reporter  
1 member of the public

1. **MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 20 OCTOBER  
2014 & 24 NOVEMBER 2014**

It was unanimously **AGREED** that the minutes of the Town Council meetings held on 20 October 2014 and 24 November 2014 be **APPROVED**. The minutes were signed by the Mayor.

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

Members declared interests as follows:

Cllr. Bartlett – Cromer Preservation Society

Cllr. Plewman - Skatepark

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

3. **APOLOGIES FOR ABSENCE**

Apologies were considered and accepted from Cllr. Lidgley due to work commitments. Apologies due to illness were received from Cllr. Bond.

4. **POLICE MATTERS**

P.C.S.O. Elaine Roberts read the police report (attached).

There was no update in respect of parking on New Street and it was noted that the Police are no longer responsible for parking matters.

5. **YOUTH**

5.1 **Cromer Academy Student Council**

Ms. Burrows advised that there had been a successful Awards Evening and it was noted that the Head Boy and Head Girl are doing a reading at the Mayor's Civic Service on Sunday.

House Captain Shania Waterson advised that her House, which is responsible for Community matters, is arranging to take music students and year 7 students to Halsey House for a carol service. The shoe box appeal was very successful with 200 boxes collected for Serbia. This was the biggest school pick up in the County.

House Captain John Durrant advised that his house, which is responsible for charity events, organised a Children in Need Event which raised over £400 and are planning a sponsored walk.

Cllr. Cox asked that thanks are given to Caitlin who very enthusiastically represented the Academy at the launch of Walkers are Welcome.

*The youth representatives left the meeting.*

## 6. **COUNTY & DISTRICT COUNCIL**

6.1 Questions & updates were received as follows:

The Clerk advised that she was in receipt of a letter from Sheila Oxtoby thanking the Town Council for invited her and Tom Fitzpatrick to the last meeting. They hope to attend again on 06 July 2015.

Bin Collections – It was noted that Eric Pickles is encouraging District Councils around the country to reintroduce weekly bin collections. Cllr. Cox was not aware that this is being considered at NNDC but if it does arise she would certainly encourage this especially for grey bins. It was noted that many people are finding that their green bins are also overflowing since the recent changes to recycling.

Electric Car Charging Points – Cllrs. Cox & Yiasimi will look in to whether there are any plans to provide more charging points in North Norfolk.

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

### **PUBLIC PARTICIPATION**

**Security at meetings** – A member of the public thanked members for the prompt response and asked that the Clerk gets in touch if the need for security changes in the future.

*The meeting was reconvened.*

## 8. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

8.1 **Minutes of the meetings of the Planning Transportation & Environment Committee held on 06 November 2014**

Cllr. Adams presented the minutes of the meetings held on 06 November 2014, which were **APPROVED** and **ADOPTED**.

Uneven Drain Covers – It was stressed that when utility work is carried out, there should be checks in place to ensure that roads are left in the same condition as before. The drain cover outside Boots is still making a lot of noise when cars drive over it and there are others which also need urgent attention. Cllr. Cox will pursue this with Highways to ensure that the utility companies rectify the problems.

9. **PROMOTIONS & DEVELOPMENT COMMITTEE**

9.1 **Minutes of the meeting of the Promotions & Development Committee held on 13 November 2014**

Cllr. Hamilton-Emery presented the minutes of the meeting held on 13 November 2014, which were **APPROVED** and **ADOPTED**.

It was noted that Cllr. Cox had sent her apologies for absence.

9.2 **Blue Plaque Working Group**

It was noted that the plaques will be ordered soon,

9.3 **Christmas Working Group**

An update was provided and thanks given to all who had helped deliver the leaflets.

It was felt that the sponsor's logo on the Advent Tree is too large but noted that without their donation there would not have been the funds for the tree.

10. **STRATEGY & FINANCE COMMITTEE**

10.1 **Minutes of the meeting of the Strategy & Finance Committee held on 18 November 2014**

Cllr. Adams presented the minutes of the meeting held on 18 November 2014, which were **APPROVED** and **ADOPTED**.

It was noted that several issues have arisen in respect of the budget which will now be considered on 22 December 2014.

Parish Plan – It was **AGREED** to postpone the meeting scheduled to take place on 08 December 2014 and reschedule to meet in the New Year. In the meantime Cllr. Bartlett and Saunders will draft the wording to be published on the website. It was stressed that all members must attend the meeting.

11. **WORKS & GENERAL PURPOSES COMMITTEE**

11.1 **Minutes of the meeting of the Works & General Purposes Committee held on 21 October 2014**

Cllr. Pritchard presented the minutes of the meeting held on 21 October 2014, which were **APPROVED** and **ADOPTED**.

11.2 **Restoration of War Memorial**

It was noted that the funds currently stand at around £8500. Thanks were given to all involved in the recent dinner hosted by the Royal British Legion and also for some generous donations from private individuals. Raffle tickets will continue to be sold over the next week with the draw taking place on 09 December 2014.

Cllr. Pritchard, the Clerk and Deputy Clerk met with Mr. Rik Martin (NRCC) to discuss grand applications. Further information is awaited from Mr. Martin.

12. **NORTH LODGE PARK COMMITTEE**

12.1 **Minutes of the meeting of the North Lodge Park Committee held on 27 November 2014**

Cllr. Harris presented the minutes of the meeting held on 27 November 2014 which were **APPROVED** and **ADOPTED**.

13. **MAYOR & DEPUTY MAYOR**

13.1 **Mayor's Report** - The Mayor read a report on his attendance at various events.

13.2 **Deputy Mayor's Report** – The Deputy Mayor advised that he had attended an event in Sheringham to commemorate Edith Cavell. He had also attended the opening night of the Christmas Show on the pier and the Red Cross Forum in Norwich.

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

NNDC Town & Parish Council Forum – This was attended was by several members and the Clerk and Deputy Clerk. It was noted that NNDC are to arrange some planning workshops.

Exhibition Foundation - Cllr. Hamilton-Emery reported on her attendance at a recent meeting at which grant applications were assessed.

15. **CORRESPONDENCE**

15.1 **Correspondence as detailed below**

The correspondence listed was noted or action agreed as detailed.

NNDC	Wider Engagement Sessions
	Planning Forums
	NN Indoor Leisure Facilities Strategy
	Coastal Forum – Change of date of meeting
	Coastal Forum - Agendas & minutes
	West Prom consultation workshop
	Polling Districts & Polling Places Review
	Six month rule
	NCC

	Norfolk's Budget and Services 2015-18
Norfolk ALC	Thank you card to CTC Officers for hosting event Weekly updates
W.A.W	New Year's Day walk Committee meeting 09 Dec 2014 Consultation re signage
Community Payback	Request for projects
Scope	House to house collection dates
Cromer Pier	Invitation to opening night
Dementia Friends	Information session on 11 Dec
NNAB	Recruitment of collection volunteers Annual Report
NNDC	Corporate Peer Challenge – Weds 10 Dec 2014
RBL	Receipt for £23.42 raised in collection box at North Lodge

16. **DATE OF THE NEXT MEETING:** 7pm, 22 December 2014

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

18. **PERSONNEL MATTERS**

Concern was raised at the increasing amount of work undertaken in the office and whether there is a need to consider making an allowance in the budget for employing an office assistant. Following lengthy discussion it was **AGREED** that a fuller report looking at all the options would be drawn up for consideration at the meeting on 22 December 2014. Cllr. Harris will draft a paper on apprenticeships.

19. **RECEPTION COUNTER & RISK ASSESSMENT**

It was noted that whilst £4,000 has been included in the budget for a counter, if a further member of staff is to be employed this needs to be revisited. It was **AGREED** to consider undertaking a further risk assessment and removing this from the budget.

20. **NORTH LODGE PARK**

An update was provided in respect of the Heads of Terms. It was **AGREED** to arrange a meeting with the solicitors.

There being no further business, the Mayor closed the meeting at 8.45pm.

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Signed

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Dated