

**MINUTES OF THE SPECIAL MEETING OF
THE WORKS AND GENERAL PURPOSES COMMITTEE
HELD ON TUESDAY 1ST SEPTEMBER 2015 AT 6.30 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

Present:-

Chairman – Cllr. D. Pritchard, Vice-Chairman – Cllr. T. Bartlett,
Cllr. T. Adams, Cllr. J. Frosdick, Cllr. Y. Nolan, Cllr. J. Rattle and Cllr. D. Russell.

In Attendance:-

Cllr. J. Bond and Cllr. G. Smith.

District Councillor N. Pearce.

Julie Chance MILCM – Town Clerk.

Four members of the public were also in attendance.

1. DECLARATIONS OF INTEREST

Declarations of interest were received from Cllr. T. Bartlett in respect of any Cromer Preservation Society matters.

2. APOLOGIES FOR ABSENCE

No apologies for absence were received.

It was **AGREED** to suspend the meeting for public participation.

3. PUBLIC PARTICIPATION

None received.

The meeting was reconvened.

4. DATE OF NEXT MEETING

The date of the next meeting was noted as 15th September, 2015.

5. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

AGREED

6. BUS SHELTER – BUS STATION

6.1 Cllr. Bond reported that the one contractor who expressed an interest in tendering pulled out at the last minute. They felt they could not tender as it was not in their line of work. Norfolk County Council are carrying out the second phase of the bus station in September and it would be sensible to install the steel works in preparation for the new bus shelter. If the steel works are not installed at the same time as the work carried out by Norfolk County Council, it will be necessary to dig up the new surfaces which they have laid in order to install the bus shelter at a later date. Cllr. Bond has spoken to Norfolk County Council and they are prepared to carry out the installation of the steelworks whilst on site. It was **AGREED** that the Clerk would write to Norfolk County Council and ask that they stall the steelworks on behalf of Cromer Town Council. It was **AGREED** that Cllr. Bond and Cllr. Rattle will work together on the revised specification for the remainder of the work on the bus shelter and the Clerk will follow the tender process. It was **AGREED** that the tender advert will be placed in the EDP once the revised specification is ready.

7. CEMETERY MAINTENANCE CONTRACT

7.1 Cllr. Pritchard reported that although it had been agreed in the Works and General Purposes Committee meeting that the cemetery contract would continue on a month by month rolling contract, he would like the committee to reconsider this decision. Only the current contractor tendered for the work but the specification included extra work. Cllr. Pritchard felt that the new contract should be accepted with the extra work on a month by month rolling basis. It was **AGREED** that the Clerk would meet with the contractor and discuss this matter with them to ascertain whether they would be happy with this arrangement. Subject to the contractors agreement it was **AGREED** that the new contract would be adopted.

There being no other business the Chairman closed the meeting at 6.50 pm.

.....
Chairman

.....
Date