

**MINUTES OF THE MEETING OF THE POLICY AND RESOURCES COMMITTEE**  
**HELD ON TUESDAY 1<sup>ST</sup> SEPTEMBER, 2015 AT 7.00 PM**  
**IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER.**

**Present:-**

Chairman – Cllr. T. Bartlett, Vice-Chairman – Cllr. T. Adams,  
Cllr. J. Frosdick, Cllr. J. Hamilton-Emery, Cllr. P. Harris and Cllr. D. Russell.

**In Attendance:-**

Cllr. Y. Nolan and Cllr. G. Smith.

District Councillor N. Pearce.

Julie Chance MILCM – Town Clerk.

Five members of the public also attended the meeting.

**1. MINUTES OF THE MEETING HELD ON 28<sup>TH</sup> JULY 2015**

The Minutes of the meeting held on 28<sup>th</sup> July 2015, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

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

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

**3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. C. Plewman due to family matters.

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

**4. PUBLIC PARTICIPATION**

A member of the public enquired whether the Judgement from the access to the basement flat is to be debated in the Council Chamber and if so when.

The meeting was reconvened.

**5. FINANCE & STATUTORY MATTERS**

**5.1 Church Clock:-** The Clerk read an email received from Alison Orsborne stating that the repairs to the Church Clock will be carried out on Wednesday 8<sup>th</sup> September. There will be limited access to the Church and the drive will be closed for vehicles. Pedestrian access will be maintained. The repair work will be met from the RW Clarke Memorial Fund. The Church will liaise with

local groups and the Town Council on how money can be raised to replenish the Memorial Fund. The cost of the repair work is £2,543 plus VAT.

- 5.2 **CCTV Camera – North Lodge Park:-** The Clerk circulated the three quotations received to all Members. Following lengthy discussion it was **AGREED** that the matter of installing a CCTV camera in North Lodge Park be postponed and discussed again following the completion of the Budget process.
- 5.3 **New Office Computers:-** The Clerk reported that the new computers have arrived and the IT expert is working on them and the setting up of the gov.uk email address for all Members. This matter will be placed on the next agenda for an update.
- 5.4 **Alarm Callouts:-** The Clerk reported that she and Cllr. Pritchard will be meeting with the Alarm Company on Wednesday 2<sup>nd</sup> September. This matter will be placed on the next agenda for further discussion.
- 5.5 **Monthly Finance – July 2015:- AGREED.**
- 5.6 **External Auditors Report – Annual Return:-** The Clerk reported that the Annual Return has been completed with no qualifications or notes from the external auditors.
- 5.7 **North Lodge Park Committee:-** It was **AGREED** to formally close the North Lodge Park Committee with immediate effect. The Clerk will inform the Members of the Committee accordingly.
- 5.8 **Friends of North Lodge Park:-** Cllr. Nolan ask whether a grant can be given to the Friends of North Lodge Park to help with their work. Cllr. Adams reported that the Friends of North Lodge Park have spoken to him on this matter and at present do not wish to apply for any grant funding from the Town Council. It was **AGREED** that no grant would be given at this time but should the Friends of North Lodge Park approach the Town Council the matter would be considered at that time.
- 5.9 **Regulatory Documents/Policies:-** It was **AGREED** that the Clerk would prepare a schedule for the year to deal with the review of all policies. It is envisaged that two policies would be reviewed at each Policy and Resources Meeting during each year.
- 5.10 **Parking – North Lodge:-** It was **AGREED** that Cllr. Pritchard, Cllr. Harris and the Clerk will look at options for bollards with a view to installing them as a matter of urgency. This matter will be placed on the next agenda for an update.
- 5.11 **Procurement Policy:-** Cllr. Rattle requested that a new policy is adopted and this matter will be placed on the next agenda for further discussion.
- 5.12 **Budget – North Lodge Park:-** It was **AGREED** that the earmarked figure in the accounts for the year ended 31<sup>st</sup> March 2015 will be used to meet the legal and professional fees from the negotiations for the freehold of North Lodge Park. It was **AGREED** that the figure for the maintenance of North Lodge Park and the toilets allowed in the current budget will be returned to North Norfolk District Council. The Clerk will calculate the amount to be returned to North Norfolk District Council and report to the next meeting. It was **AGREED** that the return of the money be made public. It was felt that Cromer Town Council need to look at the provision for children in Cromer and push North Norfolk District Council to maintain the play areas properly.

**6. CORRESPONDENCE AND OTHER MATTERS**

**6.1 Grant Funding:-** The Clerk reported that thank you letters have been received from Cromer VEO Limited and Norfolk Community Law Service for their recent S137 grants.

**7. DATE OF NEXT MEETING**

The date of the next meeting was noted as 13<sup>th</sup> October, 2015.

**There being no other business the Chairman closed the meeting at 8.20 pm.**

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**Chairman**

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**Date**