

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 15 SEPTEMBER 2015**

PRESENT

Committee Chair Cllr. D. Pritchard, Committee Vice-Chair Cllr. T. Bartlett
Cllr. T. Adams, Cllr. J. Frostdick, Cllr. Y. Nolan, Cllr. J. Rattle, Cllr. D. Russell

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

In attendance: District Cllr. N. Pearce

1. **MINUTES OF THE MEETINGS HELD ON 11 AUGUST 2015 & 01 SEPTEMBER 2015**

The minutes of the meetings held on 11 August 2015 & 01 September 2015, which were **APPROVED** by Full Council on 07 September 2015 were signed by the Chair of the committee.

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

Cllr. Bartlett declared an interest in matters relating to Cromer Preservation Society in respect of cemeteries, street lighting and war memorial.

3. **APOLOGIES FOR ABSENCE**

There were none.

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

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

5.1 **Delegated Powers**

It was noted that there had been no use of delegated powers.

5.2 **Unauthorised items on graves**

The inspection of the cemetery and removal of unauthorised items is complete. Thanks were given to all involved.

5.3 **Chapel**

The specification is still being drafted.

The shrubs growing close to the walls of the chapel need to be checked to ensure that they are not causing problems.

5.4 **Fallen Tree**

The Clerk advised that she has spoken to the landowner and this will now be progressed.

5.5 Memorial Bench

It was noted that no reply had been received to the letter sent to the purchaser of the bench. It was therefore **AGREED** to notify the police of the missing bench.

5.6 Maintenance

The maintenance contractors are to start installing the next tablet area. It was **AGREED** that large shrubs need to be removed from graves. Notices will be erected in the cemetery and efforts made to make families aware.

5.7 Memorial Inspection

This will be carried forward for consideration at the next meeting.

5.8 Other Cemetery Matters (for information only)

There were no other matters to report.

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

6.1 Memorial Inspection

Tender documents have been issued and will be considered at the next meeting.

6.2 Other Cemetery No 1 matters

There were no other matters to report.

7. **GARDEN ALLOTMENT SITE**

7.1 Dog Fouling

It was noted that the official dog fouling signs have been erected.

7.2 Other allotment matters (for information only)

There were no other matters to report.

8. **STREET LIGHTING**

8.1 Street Lighting Business Plan

The Clerk answered questions on the business plan. It was noted that the street lighting columns are to be inspected for insurance purposes. It was stressed that the style of lanterns should be appropriate for each area and suggested that relevant associations are consulted.

It was **AGREED** to recommend to full council to progress option 2 to purchase new street lighting.

9. **STREET FURNITURE & ASSETS**

9.1 Grit Bins

Cllr. Bartlett has inspected all of the grit bins and reported that 2 need replacing and some need minor attention. It was **AGREED** to recommend that future budgets be reviewed to allow for 4 new bins to be purchased per annum.

10. **FLAGPOLES**

10.1 Repairs to Flagpoles

A start date is awaited for the repairs to the flagpoles.

10.2 Flagstones

The Clerk was instructed to pursue this.

11. **WAR MEMORIAL**

11.1 Grant Funding Applications

The Clerk was instructed to ask for an update.

11.2 WW1 Memorial Update

It was noted that a date is to be set for the next meeting of the working group. Members were pleased to learn that a member of the public would like to organise another fund raising event.

12. **CONTRACTS**

Bus shelter at bus station – There were no further updates.

13. **CORRESPONDENCE**

Crematorium – It was noted that an appeal has been made to the High Court.

Cemetery Maintenance Contract – It was noted that the Chairman and Clerk had met with the contractors who are happy to take on the new contract on a monthly rolling basis. The officers will meet with the contractors at the cemetery on a monthly basis to check progress. It was **AGREED** that the weeding of the tablet areas be added to the contract at an annual cost of £240.

14. **DATE OF THE NEXT MEETING** – 7.00pm, 03 November 2015.

There being no further business, the Committee Chair closed the meeting at 7.55pm

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Signed

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Dated