

**MINUTES OF THE MEETING OF CROMER TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 29 FEBRUARY 2016**

PRESENT

Mayor Cllr. T. Adams, Deputy Mayor Cllr. T. Bartlett,
Cllr. D. Conisbee, Cllr. J. Frostdick, Cllr. P. Harris, Cllr. J. Hamilton–Emery, Cllr. R. Leeds,
Cllr. Y. Nolan, Cllr. C. Plewman, Cllr. D. Pritchard, Cllr. C. Robb,
Cllr. D. Russell, Cllr. G. Smith, Cllr. B. Stibbons, Cllr. A. Yiasimi

Mrs. J. Chance MILCM (Town Clerk), Mrs. J. Warner MILCM (Deputy Town Clerk)
County & District Cllr. Cox, PC Cresswell
Guest speaker Sophie Hankinson (NNCT)
EDP Reporter Miles Jermy
1 member of the public

It was **AGREED** that the order of the agenda be rearranged.
New Town Councillor Colin Robb was welcomed.

1. **MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 18 JANUARY 2016
& 01 FEBRUARY 2016**

It was **AGREED** that the minutes of the Town Council meetings held on 18 January 2016 and 01 February 2016 be **APPROVED**. The minutes were signed by the Mayor.

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

Members declared interests as follows:

Cllr. Russell – NHS matters
Cllrs. Adams & Plewman – Skatepark
Cllr. Plewman – NNCT
Cllr. Bartlett – Trees at The Loke
Cllr. Yiasimi – NNDC issues

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

3. **APOLOGIES FOR ABSENCE**

Apologies were accepted from Dr Baker and students from Cromer Academy.

4. **POLICE**

4.1 **Report from PCSO**

The police report was circulated to members (refer attached).
It was noted that the next SNAP meeting is on 18 April 2016.

PC Cresswell left the meeting

5. **GUEST SPEAKERS**

North Norfolk Community Transport - Sophie Hankinson presented information and answered questions about the work of North Norfolk Community Transport including the Dial-a-Ride and MediRide services (refer attached leaflets). It was noted that NNCT are working on setting up a coastal connection service linking Cromer, Sheringham and the surrounding area. NNCT relies on grant funding and needs more volunteer drivers for MediRide.

Sophie Hankinson left the meeting.

6. **DISTRICT & COUNTY COUNCIL**

6.1 **County & District Cllr. Cox**

Cllr. Cox apologized for not providing a written report and gave an update on various issues including the construction of the NDR, the cycle path for the Broads, the NCC Budget, Norfolk Youth Council, free health checks for fishermen and consultations including parking.

It was noted that Devolution changes almost daily. Cllr. Cox will forward information but it is likely to change. Cllr Cox will pursue matters in relation to the provision of public WCs at Norwich Park & Rides.

Councillor Allowances - Concern was raised by members that Cllr. Cox voted for the 23% increase in councilor allowances at NNDC and asked for an explanation. Cllr. Cox explained that she was initially prepared to vote against the proposal and would willingly have voted against part A. She advised that it is up to individual councillors as to how they spend the money. She will speak to other Cromer District Councillors too.

Schools - It was stressed that schools need guarantees that they will have enough teachers. Cllr. Cox advised that guarantees cannot be given and that we all need to support our schools.

6.2 **District Cllr. Yiasimi**

Cllr. Yiasimi advised that parking is the most outstanding issue at NNDC. He feels that we should govern parking enforcement ourselves and advised that there will be a consultation. It was noted that Cllr. Yiasimi is liaising with others at NNDC re tourism and hopes to have an update for the next meeting. Cllr. Yiasimi advised that he voted against the rise in councilor allowances and that this was a personal, not political decision.

White Steps – A request was made that the White Steps on the west cliff are painted and resurfaced before the season starts. Cllr. Cox will pursue this.

Cromer Museum Funding – It was noted that NNDC have pulled out of all funding of Cromer Museum but that NCC are putting a lot of money in to the 'Deep History Coast' project. What will the museum do following the withdrawal of funds?

Cllr. Cox advised that she is very cross about this and is working on it.

Promenade Works – Concern was raised in respect of the ledge on the sea side of the sea wall. It was felt that youngsters could be tempted to walk along it not appreciating the risk if they fall. A request was made for more toilet facilities on the west prom and for more information to be available to the public. Cllr. Cox will ask for an update in respect of the WCs. Cllr. Yiasimi was asked to arrange for the graffiti near the Doctor's Steps to be removed as soon as possible.

Parking Proposals – It was stressed that the two issues of cost of enforcement and cost of parking are separate. The Mayor advised that the Norfolk Parking Partnership proposals are currently in limbo

6.3 NNDC representatives at CTC meeting

It was noted the NNDC CEO Sheila Oxtoby and a cabinet member will be attending a Town Council meeting in the autumn.

7. YOUTH

There was no report.

8. PUBLIC PARTICIPATION

Parking meeting – A resident asked whether a representative from NCC will be attending the meeting and provided information in respect of parking charges in Sheringham. The Mayor advised that Cromer and Sheringham Town Councils and Chambers of Trade are to meet with the Parking Partnership later this week and that District Councillors will be present at the public meeting.

Cllr. Cox left the meeting.

9. PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE

9.1 Minutes of the meeting of the Planning Transportation & Environment Committee held on 04 February 2016

Cllr. Adams presented the minutes of the meeting held on 04 February 2016 which were **APPROVED** and **ADOPTED**.

9.2 Community Assets

Cllr. Adams advised that the only way the change of use at The Station House would have been challenged would have been if the building had been listed as a community asset. It was suggested that an exploratory meeting is held with NNDC and then brought back to CTC to consider drawing up a list of Community Assets.

10. PROMOTIONS & DEVELOPMENT COMMITTEE

It was noted that the committee are due to meet the following day. There were no other updates.

11. POLICY & RESOURCES COMMITTEE

11.1 Minutes of the meeting of the Policy & Resources Committee held 16 February 2016

Cllr. Adams presented the minutes of the meeting held on 16 February 2016 which were **APPROVED** and **ADOPTED**.

Staffing – It was explained that the Officers are spending a lot of time on tasks which could be easily carried out by an office assistant. The employment of a third member of staff on a part time basis would lessen the workload on the officers thus reducing the amount of hours claimed as time off in lieu or paid as extra hours and as the staff member becomes more experienced it would provide better business continuity should either Officer be on leave or incapacitated. The Town Clerk is due to retire in 8 years-time so consideration needs to be given to the long term staffing of the office. A cost analysis is being carried out but initial indications are that costs would be reduced if an extra member of staff is employed.

11.2 Appointment of Councillor to Committees

It was **AGREED** to appoint Cllr. Robb to the Planning Transportation & Environment Committee and to the Works & General Purposes Committee.

It was noted that the co-option policy is being written before the second vacancy is advertised for co-option.

11.3 Dignity at Work Policy and Persistent Complaints

The Mayor recapped on recent Freedom of Information Requests, correspondence and complaints. The Mayor advised that he feels that action should now be taken under the Dignity at Work Policy.

It was unanimously **AGREED** to terminate contact with the individual subject to annual review and to write to advise him of this as per the Dignity at Work Policy.

*It was **AGREED** to suspend standing orders to permit the meeting to carry on beyond 9pm.*

12. WORKS & GENERAL PURPOSES COMMITTEE

12.1 Minutes of the meetings of the Works & General Purposes Committee held on 19 January 2016 and 23 February 2016

Cllr. Pritchard presented the minutes of the meetings held 19 January 2016 and 23 February 2016 which were **APPROVED** and **ADOPTED**.

12.2 Verge Cutting

It was noted that the two quotations received for verge cutting were for very differing figures and that clarification had been sought to check that all the works were included in the lower quotation. It was **AGREED** to move this to the end of the meeting with the public excluded for further discussion.

13. **MAYOR & DEPUTY MAYOR**

13.1 **Mayor's Report** – Refer attached. It was requested that a letter of thanks is sent to Hughes Electrical for their continued support of the New Year's Day Fireworks.

13.2 **Deputy Mayor's Report** – It was noted that the Deputy Mayor had attended the Chamber of Trade parking meeting.

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

NNCCG – Cllr. Russell circulated information to members. It was **AGREED** to instruct the Clerk to invite the CEO of NNCCG to a future meeting to answer questions.

Deep History Coast – Cllr. Bartlett provided an update following his attendance at a recent meeting with other councils to discuss the Deep History Coast initiative. Concern was raised that the budgets for existing museums are being cut and it was stressed that these museums should be used rather than building new ones. Concern was also raised in respect of where all the additional visitors will park. It was suggested that residents are made aware of the cuts to the museum service and that NNDC are invited to the Annual Town Meeting to provide an explanation.

Pan-Parish meeting – The Mayor provided an update in respect of the recent meeting which had been called by Wells Town Council. Various topics including Second Homes Tax and Affordable Homes were discussed and it had been agreed to set up an executive committee to take forward the issues raised.

Norfolk Association of Local Councils – Cllr. Harris reported on his attendance at a recent meeting part way through which the Chairman had resigned. As the paperwork had not been circulated prior to the meeting committee representatives could not be appointed.

Cromer Community Centre – Cllr. Harris reported on the recent AGM and advised that whilst the books had balanced last year, the forthcoming year is not looking so good due to the loss of some bookings. It was noted that planning permission has been granted for the new entrance and remodeling of the interior of the building.

Twinning Association – Cllr. Yiasimi advised that tickets are available for the Soup and Pudding Night to be held on 19 March 2016.

15. **CORRESPONDENCE**

15.1 **Correspondence as detailed below**

Norfolk ALC

Weekly newsletters

Smaller authorities audit appointments

NCC	Warm & Well newsletter A148 Felbrigg junction – funding options Community Biodiversity Awards
NNDC	Information & Advice Services Cromer Coast Protection Scheme – Agenda
Overstrand PC	Partnership forum
NNCCG	Answers to questions raised by Cllr. Russell
Carers Agency P.	Publicity materials
Bittern Line	Meeting 10:30, Tues 05 April, Paston College
Mundesley PC	Councillor training
EEAS	Clipping from newsletter
Scope	Date of house collections
Office Equip News Newsletter	
Crest	Newsletter

15.2 **Correspondence received since 23 February 2016**

Bittern Line	Details of next meeting
Queen's 90 th Birthday	Commemorative coins

All of the correspondence was noted and no action taken unless stated otherwise.

16. **DATE OF THE NEXT MEETING:** 7pm, 11 April 2016

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

The press and public left the meeting.

18. **VERGE CUTTING CONTRACT**

Also refer item 12.2 above. Following discussion, it was **AGREED** to award the verge cutting contract to ALS Lawns.

There being no further business, the Mayor closed the meeting at 10:03pm

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Signed

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Dated