

MINUTES OF THE MEETING OF THE WORKS AND GENERAL PURPOSES COMMITTEE
HELD ON TUESDAY 1ST AUGUST 2017 AT 7.00 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. D. Roberts and Cllr. D. Russell.

Julie Chance MILCM – Town Clerk.

One member of the public also attended the meeting.

1. MINUTES OF THE MEETING HELD ON 27TH JUNE 2017

The Minutes of the meeting held on 27th June 2017, having been **AGREED** by Full Council on 24th July 2017, were signed by the Chairman.

2. DECLARATIONS OF INTEREST

No declarations of interest were received.

3. APOLOGIES FOR ABSENCE

No apologies for absence were received.

4. PUBLIC PARTICIPATION

None received.

5. CEMETERY (NO.2 SITE)

5.1 Delegated Powers:- None to report.

5.2 Unauthorised Items on Graves:- It was **AGREED** to try and book the next visit to remove unauthorised items from graves on either 4th or 6th September. The date will depend on when the Deputy Clerk is free to attend. The Deputy Clerk circulated a draft letter to be sent to the families of baby graves. **AGREED.**

5.3 Memorial Benches – Granite:- The Chairman reported that three granite benches have been purchased at a greatly discounted cost. The cost includes delivery and installation. The benches will be placed along the driveway on the grass. These benches will be sold to anyone requesting a memorial bench in the future.

5.4 Parking:- The Clerk reported that she and the Deputy Clerk had met with Westerleigh to discuss the problem with cars parking on the grass in the cemetery instead of using the crematorium car park. The original discussion was for large boulders to be purchased and placed on the grass but the new

granite benches will hopefully solve this problem. This matter will be monitored.

5.5 Groundwater in Cemeteries:- A date is awaited for a training event.

5.6 Molehills:- The Clerk reported that the administration assistant has made several attempts to contact the person who enquired whether they could place a mole repellent stick on a grave with no success. The Deputy Clerk has checked the grave and there is nothing in place at present. It was **AGREED** that the office would continue to try and find a humane way of dealing with the mole problem in the cemetery.

5.7 Crematorium:- The Clerk reported that the dedication ceremony for the crematorium will be held on Tuesday 3rd October. Arrive 10.15 am, dedication service 11.00 am, lunch at 12.00 Noon with tours in the afternoon. The Clerk will circulate this information to all Members. It was **AGREED** that Cllr. Pritchard will speak on behalf of the Town Council during the dedication service. The Mayor is unable to make the date due to prior commitments.

Pillars – Davey Hill:- The Clerk reported that the pillars at the Davey Hill entrance have still not been repaired. Due to fly tipping at the cemetery, the Town Council wish to close and lock the gates. Unfortunately due to the damage this is not possible. It was **AGREED** that the Chairman will write to Westerleigh and ask that this be dealt with as a matter of urgency due to a health and safety issue. It was **AGREED** that Cllr. Roberts will place some harris fencing across the entrance and fix in place as a temporary measure.

Driveway – Drains:- The Clerk reported that Westerleigh are looking into the problem with the drains being covered during resurfacing of the driveway in the cemetery. This matter will be placed on the next agenda for an update.

Native Hedge:- The Clerk read an email received from Westerleigh requesting permission to pollard and manage the Town Council's hedge at the entrance of the crematorium. This would mean a dramatic change to the shape and height of the hedge. It was **AGREED** that the Clerk would request more details about the height and shape before this matter is considered. This matter will be placed on the next agenda for an update.

7. CEMETERY (NO.1 SITE)

7.1 Maintenance:- The Clerk read an email received from the contractor stating that the requested cuts of the pathway to the chapel once a month would be £420 per year plus VAT. It was **AGREED** to accept this quotation. It was **AGREED** that the Clerk would ask the contractor to arrange the suggested moth evening that he suggested at the meeting with the Members. This matter will be placed on the next agenda for an update.

8. GARDEN ALLOTMENT SITE

8.1 Earth – Grave Digging:- The Chairman reported that the earth mounds at the back of the allotments which have been generated from grave digging are full of rubbish. The Chairman produced photographs of the problem. The Chairman, Clerk and Deputy Clerk are meeting with the current contractor of the grave digging contract on Friday to discuss this matter and to find a way of dealing with the problem. The new contract for the grave digging has not yet been issued and it was **AGREED** that this would be put on hold until the outcome of the meeting is known.

9. STREET LIGHTING

9.1 Numbering of Columns:- The Clerk reported that this has now been completed.

9.2 Stump – The Crescent:- The Clerk read an email received from the contractor requesting permission to remove the stump out of the holiday season as it is difficult to access on a narrow walkway with so many members of the public present. It was **AGREED** that the Clerk would confirm with the contractor that this is acceptable.

9.3 Planning Notices – Heritage Columns:- The Clerk reported that she has requested photographs of the damage to the street lighting columns as requested by North Norfolk District Council. Once received these will be forwarded to North Norfolk District Council.

10. FLOODLIGHTING

10.1 Brackets:- The Clerk read an email from the contractor stating that the brackets will be in place shortly. It was **AGREED** that the Clerk would obtain an update. It was **AGREED** that the Clerk would report that the three lights on the High Street side of the church tower are all pointing at the same height. It is believed that these lights are intended to light different heights of the church tower and the Clerk will enquire with the contractor.

10.2 It was reported that EON have installed a smart meter at the churchyard.

11. STREET FURNITURE AND ASSETS

Nothing to report.

12. FLAGPOLES

12.1 Churchyard Flagpole:- The Clerk reported that the anchors have been replaced and the flagpole has been painted.

13. WAR MEMORIAL

13.1 Faculty Application:- It was reported that this has been received and a meeting with the contractors will take place shortly to discuss the commencement of the work.

13.2 Passchendaele:- The Chairman reported that the vigil was very successful and thanked all that took part. The war memorial was not left unattended during the whole vigil. The Members congratulated Cllr. Pritchard on a very successful event.

13.3 War Memorial:- There have been reports of members of the public climbing the war memorial and wedding parties standing on the war memorial for photographs. It was **AGREED** that the Clerk would write to the Parish Church to ask whether any wedding parties can be asked not to continue this practice.

14. CORRESPONDENCE AND OTHER MATTERS

14.1 British Gas:- The Clerk reported that British Gas has awarded Cromer Town Council £200 compensation for the complaint about how they handled their account.

15. DATE OF NEXT MEETING

The date of the next meeting was noted as 12th September, 2017.

There being no other business the Chairman closed the meeting at 8.32 pm.

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Chairman

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Date