MINUTES OF SPECIAL MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK 06 DECEMBER 2012

PRESENT

Chairman Cllr. D. Pritchard,
Cllr. T. Adams, Cllr. D. Airs, Cllr. T. Bartlett, Cllr. A. Nash, Cllr. K. Royall,
Cllr. G. Smith.
Cllr. Thompson was in attendance

Mrs J. Chance (Town Clerk)
Mrs. J. Warner (Deputy Town Clerk)
Mr. A. Fairchild MBE

The Chairman opened the meeting and members stood in silence in respect of the works carried out by Cllr. Keith Johnson and his wife Andrea.

1. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**
There were none.

2. **APOLOGIES FOR ABSENCE**
Apologies for absence were accepted from Cllrs. Harris & Saunders

3. **PUBLIC PARTICIPATION** – There were no members of the public present.

4. **RIGHTS OF BURIAL**

4.1 Exclusive Rights of Burial – Mr. Alan Fairchild presented information in respect of Exclusive Rights of Burial (EROB). If EROB are made mandatory, written consent of the owner of the rights is needed for burials and the erection of memorials.
He also gave advice in respect of memorial inspections and repairs. He advised that there is a need to set realistic fees, to budget for non-recoverable repair costs and the need to meet the cost of making non-safe memorials safe. The granting of exclusive rights when erecting memorials establish who owns the memorial and stops disputes.
Following discussion, it was **AGREED** to recommend to full council that Exclusive Rights of Burial are made mandatory and that 20 year licences for memorials are issued separately and are subject to 5 year safety checks.

4.2 Burial Permits and Memorial Licences – It was agreed to produce burial and memorial permits in-house until the new software is available. Subject to approval of the recommendation in respect of EROB, the Deputy Clerk will work on the necessary forms ready for consideration at the next committee meeting.

5. **GITR BINS, BENCHES & BUS SHELTERS**

5.1 Request for Grit Bin – It was **AGREED** to replace/repair existing grit bins before any addition bins are purchased.

5.2 Inspection of Grit Bins, Benches & Bus Shelters – Members were in receipt of the completed inspection sheets. Following discussion, the following actions were **AGREED**:
Bus Shelters – Handyman to paint over graffiti. Find out who owns the land next to the Mill Road shelter and ask that the fence is repaired.
It was noted that NCC have asked that Cromer Town Council carry out cleaning and maintenance of the shelter at the bus station and invoice them.
Benches – Clerk to obtain quotations for repairs. Clerk to contact Cliftonville Hotel to advise that the bench will be reinstalled on the pavement as soon as possible. The benches which have been missing for some years will be taken off the list.
Grit Bins – Some grit bins were found which were not on the list (Compit Hills & Hillside). Clerk will obtain quotations for the Town Council owned bins to be heat lettered to show ownership of the bins.

6. **FLAGPOLE**
The Clerk advised that Freewheel UK would like to know what is to happen to the remains of the flagpole which was taken down from the garden at North Lodge. It was noted that the flagpole was the mast from the Sepoy. It was suggested that the remains of the wood are turned into an item for installation in the garden. Cllr. Royall will make enquires.

7. **ANY OTHER BUSINESS** (for information only)
The Chairman read a letter from a resident of Blackberry Grove thanking the Deputy Clerk for her assistance with an issue concerning Middlebrook Way. It was requested that a vote of thanks to the Deputy Clerk be recorded in the minutes.

8. **DATE OF THE NEXT MEETING** – 12 February 2013 at 7pm

There being no further business, the Chairman closed the meeting at 8.45pm

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Signed Dated