

**MINUTES OF THE MEETING OF CROMER TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 15 APRIL 2013**

PRESENT

Mayor Cllr. G. Smith, Deputy Mayor Cllr. D. Pritchard,
Cllr. T. Adams, Cllr. D. Airs, Cllr. T. Bartlett, Cllr. H. Cox, Cllr. S. Eastwood,
Cllr. J. Hamilton Emery, Cllr. P. Harris (from item 6), Cllr. G. Hayman,
Cllr. A. Nash, Cllr. Saunders

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

District Cllr. J. Lee, District Cllr. A. Yiasimi,
Reporter S. Downes
9 members of the public

The Mayor welcomed everyone to the meeting.

1. **MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11 MARCH 2013**

It was unanimously **AGREED** that the minutes of the Town Council meeting held on 11 March 2013 be **APPROVED** subject to a minor amendment to be made to minute item 25 for clarification as follows:

BASEMENT FLAT

It was noted that the information given under public participation was incorrect. Use of access is permitted over the garden and via a door from the car parking area but there is no right of way. The door in the basement was not in the plans and was there purely for ease of building works. There has never been permission for the internal door.

The minutes were signed by the Mayor.

It was **AGREED** to discuss membership of committees under item 13 – Strategy and Finance Committee.

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

Members declared interests as follows:

Cllr. T. Bartlett – Cromer Preservation Society & COAST.

Cllr. S. Eastwood – Skatepark.

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

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were considered and accepted from Cllrs. Bond, Plewman and Woodcock due to illness. It was noted that Cllr. Harris would be late arriving at the meeting due to work commitments.

4. **POLICE MATTERS**

4.1 **Police Report**

No police officer was present but P.C. Cresswell advised that a report is in the post (refer attached).

4.2 **Other Police Matters**

It was noted that at the recent SNAP meeting the priorities had been revised (refer attached).

5. **YOUTH**

5.1 **Cromer Academy Student Council**

There was no report.

5.2 **Infant School Visit**

The Clerk read a letter from the students and Cllr. Eastwood reported on the successful visit and made mention of some of the ideas put forward by the students.

5.3 **Skatepark**

There was no update.

5.4 **Other Youth Matters** (for information only)

There were no other matters to report.

Cllr. Harris arrived at the meeting.

6. **GUEST SPEAKERS**

6.1 **Chris Williams – Enabling Communities (NCC)**

Mr. Williams made a presentation in respect of the work done by his team at NCC. He advised that they have a variety of skills and would like to work with Parish & Town Councils to share these skills. They can offer training and guidance on many issues including dealing with the media and press releases, use of social media, consultation and engagement.

Cllr. Bartlett will be contacting the team in respect of the forthcoming Parish Plan consultation.

Mr. Williams left the meeting.

6.2 **Brian Farrow – Coastal Management (NNDC)**

Mr. Farrow provided an update on the Coastal Forum and the works to Cromer Pier and the Promenade. It was noted that due to the weather the completion of the works to the pier has been delayed by two months. The £10m scheme for works to the seawalls and promenade will not impact on businesses during the summer season. Businesses and residents likely to be affected by the works are being consulted. Access to the Pier and RNLI will be retained.

Mr. Farrow was asked if NNDC are to recharge the beaches. He advised that sand had been denuded from the whole of the east coast but will return with large tides. There is no government funding available for recharging of beaches.

It was noted that the beach huts to the east of the Doctor's Steps will have to be removed. Responsibility for the costs involved is dependent on the terms of the lease.

Mr. Farrow left the meeting.

7. **CASUAL VACANCY**

It was noted that NNDC had been advised of the resignation of Cllr. Royall and the notice of election posted. It was **AGREED** that if no election is called the vacancy will be advertised for co-option.

The Clerk was instructed to write to Miss Royall to thank her for time and effort on Cromer Town Council.

8. **COUNTY & DISTRICT COUNCIL**

8.1 **Visit from S. Octoby & T. Fitzpatrick**

A letter was circulated to members in response to the questions raised at the last meeting (refer attached). It was **AGREED** to invite a representative from NNDC to the September meeting of the Town Council. The Clerk advised that a representative from Destination Management had already attended a meeting in September 2012. It was therefore **AGREED** to invite him back in the autumn to provide an update.

8.2 **Questions to District & County Councillors**

Clifftop Display Lights – Comments have been received that the display lights are tatty. It was questioned whether it is time to review whether to continue with these lights. Cllr. Lee will make enquiries at NNDC.

9. It was **resolved** that the meeting be closed for public participation.

PUBLIC PARTICIPATION

Roughton Road Development - Concern was raised in respect of the loss of hedge and the cut in the amount of social housing included in the application. It was asked that Cromer Town Council look at how to respond to planning applications.

A148 Holt Road – In respect of the forth coming pan-parish meeting, it was stressed that parishes need to work together to establish ground rules and not listen to representatives from NCC.

Online Shopping – It was noted that a member of the public is working to deliver an 'online high street' (website myhigh.st) and asks for understanding and support from the Town Council. The project is to be launched in May.

Planning Process – Concern was raised at the direction being taken by planning process. It was felt that there is a need to maintain an attractive environment. Cromer Preservation Society are looking at ways to liaise and work with the Town Council.

The meeting re-opened.

10. **NORTH LODGE PARK**

It was noted that the working party will next meet on 18 April 2013 and will report back to the Town Council.

Three members of the public left the meeting.

11. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

11.1 **Minutes of the meeting of the Planning Transportation & Environment Committee held on 04 April 2013**

Cllr. Harris presented the minutes of the meeting held on 04 April 2013 which were **APPROVED** and **ADOPTED**.

Roughton Road – It was noted that the Clerk has written to NNDC to raise concerns.

11.2 **A148 Holt Road**

It was noted that works on the footpath over the bridge will commence on 06 May 2013 and will take 2 weeks.

It was noted that the forthcoming pan-parish meeting will be for representatives from the parishes and a further meeting will be held with NCC. The Clerk will write to all the candidates for the NCC election involved to ask them to attend the pan parish meeting if elected.

2 members of the public left the meeting.

12. **PROMOTIONS & DEVELOPMENT COMMITTEE**

12.1 **Minutes of the meeting of the Promotions & Development Committee held on 11 April 2013**

Cllr. Nash presented the minutes of the meeting held on 11 April 2013 which were **APPROVED** and **ADOPTED**.

Item 8.2 Grants – Concern was raised that some organisations received S137 grants and Fireworks grants. This will be put on a future agenda for discussion.

Item 5.1 Queen's Coronation – It was **AGREED** to accept the quotation from the VEO for the hire and erection of a tent for £200.

Item 11.3 Cromer Honours – It was **AGREED** to further discuss this under exclusion at the end of the meeting.

It was noted that some members had arrived at the committee meeting and advised that they had not received agenda papers or could not open them. It was noted that a new system had been put in place and that members were asked to acknowledge receipt of papers. If members are aware that they have not received papers they are asked to contact the office and not wait until the meeting. This will be further discussed by the Strategy & Finance Committee.

13. **STRATEGY & FINANCE COMMITTEE**

13.1 **Minutes of the meeting of the Strategy & Finance Committee held on 02 April 2013**

Cllr. Pritchard presented the minutes of the meeting held on 02 April 2013, which were **APPROVED** and **ADOPTED**.

Membership of Committees – It was **AGREED** that Cllr Hamilton Emery will serve on the committees of her choice until the committee structure is reviewed in May. This procedure will be adopted for future co-options.

13.2 **Parish Plan**

Displays for the Annual Town Meeting and Community Open Day were circulated.

13.3 **NALC & NRCC Membership**

It was **AGREED** to renew membership of NALC & NRCC

13.4 **Grant for Multi-sports**

It was **AGREED** to refer this to the next meeting of the Promotions & Development committee for consideration of a firework grant.

14. **WORKS & GENERAL PURPOSES COMMITTEE**

14.1 **Minutes of the meeting of the Works & General Purposes Committee held on 28 March 2013**

Cllr. Pritchard presented the minutes of the meeting held on 28 March 2013, which were **APPROVED** and **ADOPTED**.

Item 5.1 & 5.2 Cemetery Rule & Regulations & Fees (refer attached)
An email from Alan Fairchild was read out and thanks given to members and officers for all their hard work. It was noted that there may be further items to be added and amendments to be made.

15. **MAYOR & DEPUTY MAYOR**

15.1 **Mayor's Report**

Refer attached.

15.2 **Deputy Mayor's Report**

There was no report

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

Hospital Transport – Report read out (refer attached).

17. **CORRESPONDENCE**

17.1 **Correspondence as detailed in appendix**

The correspondence listed was noted or action agreed as detailed in appendix attached.

17.2 **Correspondence received since 09 April 2013**

Sheringham Shoal – To be circulated.

Norfolk SWMP – Site visits

NNDC Dog Fouling Patrols

18. **DATE OF THE NEXT MEETING:** 13 May 2013 (Annual Town Council Meeting)

19. **TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC**

The remaining members of the public and the press left the meeting.

20. **LEASE OF LAND (Cemetery No 2 site)**

It was **AGREED** to hold a special meeting to discuss and sign the lease. A provisional date was set for 23 April 2013. It was noted that the solicitor would like to employ a surveyor to oversee the build. It was **AGREED** that NNDC Building Control oversee this anyway so is not required. It was noted that Cromer Town Council will not be subject to any liability in respect of the building.

A letter from Dignity was read and it was noted that the solicitor has advised that this is not a procurement issue but a land transaction. The solicitor has advised on a response to be made to Dignity. It was **AGREED** to accept the solicitor's advice subject to a suggested amendment.

21. **ALLOTMENT LAND**

It was noted that the land owner will not accept less than the asking price.

Following discussion it was **AGREED** to enter negotiations for the land on Carr Lane and take out a loan from the Public Works Loan Board to progress this. It was further **AGREED** to review the term of the loan once any further income streams are secured.

Cllr. Saunders asked that it be minuted that she could not vote in favour of this without a business plan in place.

The Clerk stressed that enquiries for planning permission have only been made for use of the land for allotments and community orchard.

*It was **AGREED** to suspend Standing Orders to extend the meeting beyond 9.30pm*

22. **BASEMENT FLAT**

A draft letter from the solicitors was circulated to members. It was **AGREED** to approve the letter.

23. **CROMER HONOURS**

It was **AGREED** that a Mayor's Commendation should be given to the North Norfolk New Team and Cromer Police instead of a Cromer Honours Award. The awards scheme will be reviewed at a future meeting of the Promotions & Development Committee.

There being no further business, the Mayor closed the meeting at 10.00pm.

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Signed

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Dated