

**MINUTES OF THE ANNUAL MEETING OF CROMER TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 19 MAY 2014**

**PRESENT**

Mayor Cllr. T. Nash, Deputy Mayor Cllr. T. Adams,  
Cllr. T. Bartlett, Cllr. J. Bond, Cllr. H. Cox, Cllr. J. Frostdick,  
Cllr. J. Hamilton-Emery, Cllr. P. Harris, Cllr. C. Plewman,  
Cllr. M. Saunders, Cllr. G. Smith, Cllr. A. Yiasimi

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

P.C.S.O. Slade to item 5 incl.  
Reporter Sabah Meddings  
7 members of the public

The outgoing Mayor, Cllr. Pritchard welcomed everyone to the meeting and gave thanks for the support given over the past year.

1. **ELECTION OF MAYOR**

It was unanimously **AGREED** that Cllr. Tony Nash be elected Mayor. Cllr. Nash took the chair, was presented with the Chain of Office by the outgoing Mayor and signed the declaration of acceptance of office which was witnessed by the Clerk. The Mayor, Cllr Nash thanked Cllr. Pritchard for being a successful Mayor and having worked hard all year and presented him with the Past Mayor Jewel.

2. **ELECTION OF DEPUTY MAYOR**

It was unanimously **AGREED** that Cllr. Timothy Adams be elected Deputy Mayor. Cllr. Adams was presented with the Chain of Office by the Mayor and signed the declaration of acceptance of office which was witnessed by the Clerk.

3. **MINUTES OF THE TOWN COUNCIL MEETING HELD ON 14 APRIL 2014**

It was unanimously **AGREED** that the minutes of the Town Council meeting held on 14 April 2014 be **APPROVED**. The minutes were signed by the Mayor.

It was **AGREED** to move forward the item in respect of the Heads of Terms relating to North Lodge Park and to consider it after agenda items 11.

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

Members declared interests as follows:

Cllr. Bartlett – Cromer Preservation Society & COAST

Cllr. Plewman – Skatepark & COAST

Cllrs. Cox & Yiasimi – Crab & Lobster Festival

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

5. **APOLOGIES FOR ABSENCE**

Apologies were considered and accepted as follows: Cllr. Nolan (holiday). It was noted that just prior to the commencement of the meeting an email had been received from Cllr. Hayman stating that he wished to resign with immediate effect. NNDC will be informed about the casual vacancy. The Clerk was instructed to write to Mr. Hayman to thank him for his service and work for the Council.

6. **COMMITTEES & REPRESENTATIVES**

The Committee structure, Committee Chairs and representatives on other organisations were **AGREED** (refer attached).

7. **POLICE MATTERS**

7.1 **Police Report**

P.C.S.O. Slade circulated a report (refer attached). It was noted that the next SNAP meeting is at North Lodge on 02 June 2014.

*P.C.S.O. Slade left the meeting.*

7.2 **Other Police Matters**

There were no other police matters.

8. **YOUTH**

8.1 **Cromer Academy Student Council**

Due to the half term holidays, no representatives were available to attend the meeting.

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

Cllr. Cox reported on a successful visit from a group of pupils from Suffield Park Infant School. The Clerk advised that a group of pupils from Old Catton School made an informal visit.

9. **CASUAL VACANCY**

The Clerk advised that an election had not been called for the vacancy which had arisen following the resignation of Cllr. Airs. It was **AGREED** to advertise the vacancy to ask interested people to apply. Each candidate will be invited to make a 5 minute presentation to members who will then ask questions of the applicant. There will be no debate and an immediate vote.

10. **COUNTY & DISTRICT COUNCIL**

10.1 **Questions to councillors**

Paint – Concern was raised that leftover tins of paint cannot be disposed of at the waste recycling centres. Currently there is only one amnesty day which is in October. It was suggested that as this is the time of year that many people clear out their sheds there should be more collection dates. Cllr. Cox will obtain answers.

Bus Station – Concern was raised in respect of the barriers at the bus station. It was felt that they serve no useful purpose and it would be better if they were removed. The Clerk advised that NCC now suggest that Heras fencing is erected. It was also noted that taxis are still being illegally parked on the site.

Cllr. Cox will pursue this.

Kerbside Glass Recycling – Cllr. Cox will find out when this is starting.

EDP Streetlife website – Concern was raised that NNDC are answering questions via this website but are sometimes suggesting that the public contact their Parish / Town Councils when it is not appropriate.

Cllr. Yiasimi advised that he has seen this too and feels that there needs to be someone authorised to make comments on behalf of NNDC.

Openwide Intl. – It was questioned whether there are contingencies in place should Openwide cease trading through financial problems.

Cllr. Cox will look into this.

11. It was **resolved** that the meeting be suspended for public participation.

#### **PUBLIC PARTICIPATION**

Steps to Safety – Questions were raised in respect of the crematorium planning application. A list of the questions asked were left with the Clerk and a written reply requested (refer attached).

North Lodge Park – Concern was raised in respect of the setting up of a North Lodge Park Committee. Cllr. Harris advised that the principles of the committee have been set up. Part of the terms of reference will be how the members of the public are involved and how they will serve on the committee. This is the setting up of the committee and not the running of the park. All these discussions will be in public.

*The meeting reconvened.*

*The members of the public left the meeting.*

12. **NORTH LODGE PARK**

Copies of the Heads of Terms for Cromer Town Council and North Norfolk District Council were circulated to members.

Disappointment was raised that both were widely different and it was felt that CTC could not take on the park as per the Heads of Terms from NNDC.

The Clerk advised that the dowry is secure and that NNDC have asked to arrange a joint press release. She suggested that another meeting is held with John Walker to discuss the NNDC Heads of Terms to ascertain what is acceptable. It was stressed that the delays are not of the Town Council's making.

It was **AGREED** that an interim lease is not accepted and that NNDC are encouraged to reconsider their Heads of Terms in line with what the Town Council's solicitor advises.

### 13. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

#### 13.1 **Minutes of the meeting of the Planning Transportation & Environment Committee held on 01 May 2014**

Cllr. Harris presented the minutes of the meeting held on 01 May 2014, which were **APPROVED** and **ADOPTED**.

Planning Policy – Concern was raised in respect of UPVC windows but noted that the policy had been accepted within the approval of the minutes.

#### 13.2 **Chalk Reef**

It was noted that there is a meeting to discuss the Chalk Reef on 28 May 2014 in Cromer Parish Hall.

### 14. **PROMOTIONS & DEVELOPMENT COMMITTEE**

#### 14.1 **Updates from the Promotions & Development Committee**

There was no report as the committee next meet on 20 May 2014.

### 15. **STRATEGY & FINANCE COMMITTEE**

#### 15.1 **Minutes of the meeting of the Strategy & Finance Committee held on 06 May 2014**

Cllr. Adams presented the minutes of the meeting held on 06 May 2014, which were **APPROVED** and **ADOPTED**.

Q, J & J Boat & Skatepark - The Clerk provided an update in respect of the £10,000 reserve which is no longer needed for the Q, J & J. It was unanimously **AGREED** that this reserve together with the £10,000 youth and sport reserve be used to fulfill the shortfall in funding needed by the Skatepark.

It was noted that the Q, J & J boat is being transferred to the Q, J & J Preservation Society at the cost of £1.

Electronic Payments – In view of the recent changes in the law to allow Parish and Town Councils to make electronic payments, it was **AGREED** that Cllr. Pritchard will work with the Officers to review the internal control procedures and financial risk assessments accordingly.

NALC Summer Conference – It was **AGREED** that the Clerk, Deputy Clerk and Mayor will attend the conference at Carrow Road on 01 July 2014.

War Memorial – It was **AGREED** that the Clerk, Deputy Clerk and Cllr. Pritchard will attend a conference at The Forum in Norwich on 20 June 2014.

Localism Conference – It was **AGREED** that the Clerk and Mayor should represent CTC at a conference in London. It was noted that the Chief

Executive of NNDC Sheila Oxtoby had invited them to attend. There will be no costs involved to the council other than staff time.

North Lodge Park negotiations – It was **AGREED** that Cllrs. Bartlett, Harris and Plewman represent CTC in negotiations with NNDC.

16. **WORKS & GENERAL PURPOSES COMMITTEE**

16.1 **Minutes of the meeting of the Works & General Purposes Committee held on 14 April 2014**

Cllr. Pritchard presented the minutes of the meeting held on 14 April 2014, which were **APPROVED** and **ADOPTED**.

Thanks were given to Cllr. Bond and the Clerk in respect of the memorial for Vera Woodcock which was unveiled on 17 May 2014.

17. **MAYOR & DEPUTY MAYOR**

17.1 **Former Mayor's Report** - Cllr. Pritchard advised that he continues to update his blog which will now be changed to a blog on his work as councillor.

17.2 **Deputy Mayor's Report** – Cllr. Adams thanked everyone involved in the Crab & Lobster Festival.

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

Crab & Lobster Festival – Cllr. Cox reported on a successful festival but raised concern that the Mayor of Sheringham was declined permission to wear her Chain of Office at the opening concern. Cllr. Pritchard explained the protocol involved. He advised that he feels that the tax payers of Cromer should not subsidise Sheringham. Cllr. Pritchard read out the email which he had asked the officers to forward to Sheringham Town Council. He advised that he had willingly granted permission to the Mayor of Sheringham to wear the Chain of Office at other events.

Walkers are Welcome – Cllr. Cox advised that the scheme is progressing favourably.

Goldsmiths Award – Cllr. Cox advised that she had attended a recent meeting.

Bittern Line – Cllr. Harris advised that there will no longer be cut backs in service during the winter months. It was noted that there has been some movement on the need for a late night train service but it is felt that more still needs to be done especially so that people can get a later train out of London back to Cromer.

19. **CORRESPONDENCE**

19.1 **Correspondence as detailed below**

The correspondence listed was noted or action agreed as detailed.

NNDC	Cromer Defences Questionnaire
Norfolk Coast	Community Events
Norfolk ALC	Weekly updates
NCLS	Legal advice sessions
Skatepark	Details of fundraising events
Norfolk Hospice	Bishop's Open Gardens
NNDC	Works at Cromer Pier
petition	NHS Hospital Car Parks
FLAG	'Understanding Brown Crab system'
NCC	Healthy Communities Application Form
NNDC	The Anglian Triathlon – 02 August 2014
Big C	Fundraising
Kate Royall	Crab & Lobster Festival Opening Concert

Cllr. Harris asked whether CTC can receive the Norfolk RCC newsletter and circulate it to members and can CTC be represented at Norfolk RCC meetings?

19.2 **Correspondence received since 12 May 2014**

Correspondence was noted from:

Active Norfolk  
PCC Update  
Big Society Awards

20. **DATE OF THE NEXT MEETING:** 7pm on 30 June 2014

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

It was **AGREED** that in view of the nature of the matters to be discussed, the public and press be excluded from the meeting.

22. **NORTH LODGE PARK**

The Clerk advised that quotations have been received for a Health & Safety inspection of the park. It was **AGREED** to accept the quotation of £700 from NPS.

Cllr. Pritchard raised concern at spending money. If the crematorium application does not proceed there may not be funding available for the future running of North Lodge Park.

There being no further business, the Mayor closed the meeting at 8.35pm.

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Signed

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Dated