

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 20 FEBRUARY 2018**

PRESENT

Committee Chair Cllr. D. Pritchard,
Cllr. T. Adams, Cllr. T. Bartlett, Cllr. J. Frosdick, Cllr. D. Russell.

Mrs. J. Warner PSLCC AICCM (Deputy Town Clerk)

1 member of the public

1. **MINUTES OF THE MEETING HELD ON 16 JANUARY 2018**

The minutes of the meeting held on 16 January 2018 were **APPROVED** and signed by the Chair of the committee.

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

There were no declarations of interest.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from Cllr. Leeds (RNLI Meeting) and Cllr. Nolan (medical).

4. **PUBLIC PARTICIPATION**

A member of the public raised concern at the loss of the curved benches at the entrance to North Lodge Park which were donated in 1937 by a local businessman. An email from another member of the public was read out raising similar concerns.

It was **AGREED** to bring forward the agenda item in respect of the benches.

5. **NNDC BENCHES**

It was noted that following the collapse of one of the benches at the entrance to North Lodge Park, NNDC have removed them and are ordering replacement benches. NNDC have asked CTC for suggested working for the plaques on the new benches. CTC have asked that the old benches are securely stored while members consider whether they can be restored.

Following discussion, it was **AGREED** to recommend to full council the following actions:

1. To ask NNDC to cease the replacement of the benches until CTC explore the possibility of taking on the benches
2. To investigate the cost of restoration of the benches
3. To negotiate with NNDC the possibility of reinstating the restored benches outside the entrance to North Lodge Park

Subject to the agreement of the first recommendation, the Deputy Clerk was instructed to obtain professional opinions and quotations for the work from reputable joiners.

6. **CEMETERY NO 2 SITE**

6.1 **Delegated Powers**

There were none to report.

6.2 **Unauthorised items on graves**

The inspection will be towards the end of March. Any remaining Christmas Wreaths will be removed and any necessary action taken re unauthorised items on graves. It was noted that solar lights have appeared on some of the graves.

6.3 **Cemetery gates and posts**

It was noted that Westerleigh have repaired the damaged gate post. The Deputy Clerk advised that the other gate post also needs repair. Cllr. Pritchard will contact Westerleigh for an update in respect of the gates at the main entrance to the cemetery.

6.4 **Driveway Gullies**

Cllr. Pritchard is awaiting a reply from Westerleigh re the blocked gullies.

6.5 **Memorial Benches**

Delivery of the benches is awaited.

6.6 **Tree Inspection**

Copies of the inspection reports for both cemeteries have been received. Cllr. Pritchard and the Deputy Clerk will visit the cemeteries to assess the works identified in the reports.

6.7 **BRAMM membership**

The Deputy Clerk advised that she is awaiting clarification of one of the membership conditions.

6.8 **Any other Cemetery No 2 matters** (for information only)

Cemetery Driveway – The Deputy Clerk advised that Westerleigh are working on contingency plans and have asked who would be the best person to contact for snow clearance should there be a heavy snowfall. It was stressed that it is part of the conditions of the lease that Westerleigh are responsible for gritting and clearance of the driveway. Public liability would have to be considered should a third party be employed. As this is so close to the A148, it was suggested that they contact Highways to see whether the driveway could be included on the snow clearance route.

Green Bins – It was noted that two replacement bins have been ordered.

7. **CEMETERY (No 1 site)**

There were no matters to report.

8. **GARDEN ALLOTMENT SITE**

There were no matters to report.

9. **STREET LIGHTING**

9.1 New column on Beach Road

It was noted that the site had been visited and it was **AGREED** that there is sufficient lighting and no need for a further street light. The resident will be advised.

9.2 Any other Street lighting matters (for information only)

Cllr. Adams advised that whilst out checking NCC street lights, he had not noticed any faulty CTC lights.

10. **FLOODLIGHTING**

10.1 Churchyard Floodlighting

It was noted that one floodlight is still not working but that Cromer Electrical are working in the Churchyard tomorrow.

10.2 Any other Floodlighting matters (for information only)

There were no other matters to report.

11. **STREET FURNITURE & ASSETS**

11.1 Grit Bins

It was noted that the replacement grit bins have been ordered and should be delivered by early March.

11.2 Any other matters (for information only)

Dog fouling – Concern was raised in respect of the dog fouling in the area near the Suffield Park sign. The Deputy Clerk was asked to arrange for a ‘There’s no such thing as the dog poo fairy’ sign to be attached to the litter bin to encourage people to clear up behind their dogs.

12. **FLAGPOLES**

12.1 Broken Halyard at North Lodge

It was noted that Mr Margaron is looking into the possibility of using a rope with a steel core.

11.2 Any other Flagpole Matters (for information only)

There were no matters to report.

13. **WAR MEMORIAL**

13.1 Restoration Works

It was noted that Cliveden Conservation had brought in the maquettes and samples of the stone to be used for the figures. They will be liaising with the Conservation Officer at NNDC to ensure that they are happy with the

stone. Cllr. Pritchard will be supplying the list of names from WW2 and subsequent conflicts which are to be added to the war memorial.

13.2 Battle's O'er Commemoration

It was noted that the date of the meeting with NNDC is yet to be confirmed.

14. **CORRESPONDENCE AND OTHER MATTERS**

14.1 Parking at North Lodge

It was noted that further information to support the planning application is being worked on.

14.2 Poppy Wreath

Cllr. Pritchard declared an interest in this item.

It was **AGREED** to recommend to Full Council that the Town Crest is included in the centre of the poppy wreaths.

14. **DATE OF THE NEXT MEETING** – 7.00pm, 03 April 2018

There being no further business, the Chairman closed the meeting.

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Signed

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Dated