

**MINUTES OF THE MEETING OF CROMER TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, NORTH LODGE PARK ON 10 DECEMBER 2018**

PRESENT

Mayor Cllr. D. Pritchard, Deputy Mayor Cllr. R. Leeds,
Cllr. T. Adams, Cllr. T. Bartlett, Cllr. M. Bossingham, Cllr. J. Davis, Cllr. P. Harris,
Cllr. M. Hayhurst, Cllr. Y. Nolan, Cllr. D. Russell, Cllr. B. Stibbons

District Cllr. H. Cox MBE

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

1. **MINUTES OF THE TOWN COUNCIL MEETING HELD ON 29 OCTOBER 2018**

It was **AGREED** that the minutes of the meetings held on 29 October 2018 be **APPROVED**. The minutes were signed by the Mayor.

Minute item 16.3 It was noted that the letter has not yet been sent due to changes in Parliament.

It was noted that two additional items will be considered under exclusion at the end of the meeting.

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

Members declared interests as follows:
Cllr. D. Pritchard – Royal British Legion
Cllr. D. Russell – NHS
Cllr. P. Harris – Cromer Town Football Club

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

3. **APOLOGIES FOR ABSENCE**

3.1 **Apologies for absence**

Apologies were accepted from Cllr. Dickenson (Chamber of Trade meeting), Cllr. Plewman (illness), Cllr. M. Russell (illness) & Cllr. Yiasimi (family illness).
Apologies were noted from Headteacher Mr Little.

4. **CASUAL VACANCY & COMMITTEES**

4.1 **Casual Vacancy**

It was noted that the applicant has withdrawn and now that it is under 6 months until the election there is no requirement to fill the vacancy.

4.2 **Committees**

It was **AGREED** to appoint Cllr. Hayhurst to the Community & Economic Development Committee.

4.3 **Investment Committee**

It was **AGREED** to appoint Cllrs. Bartlett, Harris & Leeds to the Investment Committee.

5. **PUBLIC PARTICIPATION**

There were no members of the public present.

6. **POLICE MATTERS**

6.1 **Police Report**

Members were in receipt of the monthly police newsletter which was noted.

7. **YOUTH**

7.1 **Cromer Academy**

There was no update

7.2 **Other youth matters**

Cllr. Davis advised that she and Cllr. Hayhurst are to meet with the Student Council at Cromer Academy.

8. **DISTRICT & COUNTY COUNCIL**

8.1 **County & District Councillors**

District Councillors

Cllr. Cox provided an update including the proposed sandscaping scheme and the recent Agents of Change workshop. It was noted that her portfolio now includes Cromer Town Football Club and Cromer Pier. Cllr. Cox congratulated the Town Council on the Armistice Weekend, Christmas events and Civic Service.

Cromer Museum – Members raised concern that the museum is to be closed for an extra month during the winter. It was felt that this is a backward step especially as NNDC develop the Deep History Coast.

Railings along Brunswick Terrace -These are starting to perforate. Please could NNDC Property Services look at these. It was noted that the Clerk is also to write to NNDC at the request of the Planning Transportation & Environment Committee.

County Councillor Adams

Cllr. Adams circulated a written report (attached).

Museums – It was noted that Cllr. Adams has asked whether the gap in revenue can be found from Second Home Council Tax monies.

8.2 **Questions to District & County Councillors**

There were no questions raised at the last meeting.

8.3 **Norfolk Record Office**

It was noted that since the last meeting some comments had been forwarded to the Clerk but it was felt that the response needs to be strengthened.

Suggestions included the purchase of readers tickets, charging some types of organisations a fee for archiving, better promotion of the Archive Centre. It was stressed that people who could not afford to pay a fee should not be penalised.

It was **AGREED** that all the comments made at the meeting should be sent to the Clerk as soon as possible in order that a response can be sent.

9. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

9.1 **Minutes of the meetings of the Planning Transportation & Environment Committee held 01 November 2018 & 29 November 2018**

Cllr. Bossingham presented the minutes of the meeting held on 01 November 2018 which were **APPROVED** and **ADOPTED**.

Cllr. Adams presented the minutes of the meeting held on 29 November 2018 which were **APPROVED** and **ADOPTED**.

10. **PROMOTIONS & DEVELOPMENT COMMITTEE**

10.1 **Minutes of the meeting of the Promotions and Development Committee held on 27 November 2018**

Cllr. Leeds presented the minutes of the meeting held on 27 November 2018 which were **APPROVED** and **ADOPTED**.

Minutes item 12.2 Royal Norfolk Show – It was **AGREED** that Cllrs. Bossingham, Davis and Leeds will be on the sub-committee.

Cllr. Nolan raised concern that until there is more parking in Cromer or a Park and Ride facility, we should not try to attract more people to Cromer.

Members stressed the need to keep Cromer in the public eye and promote the use of public transport.

Minutes item 11.2 Armistice – Peter Stibbons has produced a commemorative booklet recording the events held over the Armistice Weekend. There is no charge for the booklet but donations to the War Memorial would be appreciated.

11. **POLICY & RESOURCES COMMITTEE**

11.1 **Minutes of the meeting of the Policy and Resources Committee held on 04 December 2018**

Cllr. Bartlett presented the minutes of the meeting held on 04 December 2018 which were **APPROVED** and **ADOPTED**.

11.2 **Environmental Policy**

It was **AGREED** to adopt the Environmental Policy subject to some amendments. An implementation plan will be progressed via the Community & Economic Development Committee.

Cllr. Cox left the meeting.

12. **WORKS & GENERAL PURPOSES COMMITTEE**

12.1 **Minutes of the meeting of the Works & General Purposes Committee held on 20 November 2018**

Cllr. Pritchard presented the minutes of the meeting held on 20 November 2018 which were **APPROVED** and **ADOPTED**.

13. **COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE**

13.1 **Minutes of the meeting of the Community & Economic Development Committee held on 08 November 2018**

Cllr. Leeds presented the minutes of the meeting held on 08 November 2018 which were **APPROVED** and **ADOPTED**. It was noted that a new Committee Chair will be appointed at the next Town Council meeting.

14. **BUDGET & PRECEPT 2019/20**

Members were in receipt of the draft budget and a summary sheet of the key points. Cllr. Nolan requested that there be a recorded vote when the budget is considered. It was **AGREED** to reinstate the subscription to the Living Wage Foundation which had been removed from the budget by the Policy & Resources Committee. Subject to this amendment, the budget was **APPROVED** and it was **AGREED** to set the precept for 2019/20 as £283,574. All the members present voted in favour except for Cllr. Nolan who abstained from the vote.

15. **REPORT FROM MAYOR & DEPUTY MAYOR**

The Mayor and Deputy Mayor reported on their attendance at various events including the Armistice Weekend and the Christmas events. Thanks were given to all those involved in organising or participating in the events.

The Clerk was congratulated on being awarded Runner-up in the Clerk of the Year awards.

*It was **AGREED** to suspend Standing Orders to continue the meeting beyond 9pm.*

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

Norfolk ALC – Cllr. Harris provided an update in respect of the recent AGM.

Cromer Poorlands Trust – Cllr. Harris advised that the new grant scheme has been launched.

NHS – Members were in receipt of a report from Cllr. D. Russell.

Mental Health – it was noted that 4 members of the Town Council recently attended a public meeting at which it was noted that Norman Lamb MP is pressing for a return to separate mental health trusts in Norfolk and Suffolk. It was **AGREED** that Mental Health will be added to the agenda of the next Policy and Resources Committee. Cllr. Leeds advised that he has been meeting with others in Cromer and they hope to set up a group.

Twinning – Cllr. Bossingham advised that Cromer has hosted guests from Nidda and Crest during Armistice weekend.

17. **CORRESPONDENCE**

17.1 **Correspondence as detailed below**

Norfolk ALC	Weekly newsletters
NNDC	Election costs Six month rule Review of polling districts & places Coastal Forum
NCC	Budget Consultation
NHS Norfolk	Mental Health Review
NNTUC	Mental Health leaflet
NNAB	Annual Report
NNDC	Response to enquiry re street furniture
Agents of Change	Cromer Shoal Chalk Beds update
NHS	Newsletter
Community Action Norfolk	Changes to Children's Centre Services

NN Diabetes UK Group

Need for volunteers

All the above correspondence was noted and no action taken unless stated otherwise.

17.2 **Correspondence received since 04 December 2018**

NNDC – Big Society Fund

Norfolk ALC – Training events

18. **DATE OF THE NEXT MEETING:** 7pm 21 January 2019

19. **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 that the public and press be excluded from the meeting.

20. **PERSONNEL SUB COMMITTEE**

Members were in receipt of two sets of minutes which were noted.

It was **AGREED** that a recent complaint had been dealt with and there is no further action to be taken but it was felt that the minutes of the meeting were not a full and accurate record so were recalled and will be re-presented.

There being no further business, the Mayor closed the meeting at 9.35pm

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Signed

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Dated