

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 10 MARCH 2020**

**PRESENT**

Committee Chairman Cllr. D. Pritchard,  
Cllr. T. Adams, Cllr. T. Bartlett, Cllr. P. Bennett, Cllr. M. Bossingham, Cllr. H. Cox,  
Cllr. R. Leeds, Cllr. D. Russell

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

It was noted that two items of urgent business will be added to the agenda at the end of the meeting.

1. **MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2020**

The minutes of the meeting held on 11 February 2020 which were approved by full council on 24 February 2020 were signed by Chairman.

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

Cllr. Pritchard declared an interest in item 13.1 as Poppy Wreath Organiser.

3. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

5. **CEMETERY NO 2 SITE**

5.1 **Delegated Powers**

There were no delegated powers to report.

5.2 **Damaged bench**

It was noted that the repaired bench is in place and the monies received.

5.3 **Cemetery Chapel**

It was noted that Cllr. Leeds and the Deputy Clerk have been taking regular meter readings and following investigation by Cllr. Leeds, it has been established that the electricity bill can be considerably reduced by turning off the boost control.

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

**Floral Tributes** – Concern was raised by a family that some floral tributes appear to have gone missing. This is being investigated and a letter has been sent to the Funeral Director concerned.

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

6.1 **Cemetery Chapel**

Following lengthy discussion, it was **AGREED** to obtain quotations to stabilise the building and to speak to the Arts Project group re whether decorative wooden panels could protect the chapel windows. It was stressed that the site has to be protected for the wildlife and biodiversity. In the longer term, grants will need to be sourced and a scheme for renovation worked on.

6.2 **Cemetery Wall**

It was noted that a crack has appeared in the wall on the signal box side. Cllr. Pritchard will arrange to visit the site and take some photographs of the damage. The Clerk will arrange for this to be assessed.

6.3 **Other Cemetery No 1 Matters** (for information only)

There were no other matters to report.

7. **TEMPORARY GARDEN PLOTS**

There were no matters to report.

8. **STREET LIGHTING**

8.1 **Numbering of street lights**

Cllr. Bartlett presented a quotation which was **APPROVED**.

8.2 **Other Street Lighting matters** (for information only)

There were no other matters to report.

9. **FLOODLIGHTING**

There were no floodlighting matters to report.

10. **STREET FURNITURE & ASSETS**

10.1 **Street Furniture Matters** (for information only)

It was noted that overgrowth near a bench on Norwich Road needs to be cut back.

Concern was raised that litter needs to be removed regularly from the bus shelters. This will be referred to the handyman.

11. **FLAGPOLES**

11.1 **Any Flagpole Matters** (for information only)

There were no flagpole matters to report.

12. **NORTH LODGE**

12.1 **Defibrillator**

It was **AGREED** to accept the quotation for the Zoll3 and the annual support package. Once installed, the defibrillator will be registered with the ambulance service. Cllr. Adams asked that at some point it would be good to raise funds for a defibrillator for the Mill Road area. NNDC will be asked to retain the phone box so it can be used to house the defibrillator.

12.2 **Any other North Lodge Matters** (for information only)

There were no other matters to report.

13. **WAR MEMORIAL & COMMEMORATIONS**

13.1 **Poppy Wreaths**

It was noted that production of the panels is progressing. VE Day 75 poppy wreaths are available and Cllr. Pritchard will order one for the Town Council.

13.2 **Commemorations & Events sub-committee**

Thanks were given to Cllr Pritchard for selling the poppies at the Community Centre Open Day. The poppy making is going well. The VE Day events will be promoted at the Annual Town Meeting by way of a film and a presentation by Cllr. Cox.

Afternoon Tea - It was noted that arrangements to drop off the veterans within the park are under discussion. It may be that the yellow lines could be suspended to allow for vehicles to stop and drop off at the entrance to North Lodge Park or on Cliff Avenue.

14. **CORRESPONDENCE AND OTHER MATTERS**

There was no correspondence to report.

15. **DATE OF THE NEXT MEETING** – 7.00pm, 07 April 2020

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

17. **WOODLAND BURIAL**

This item is no longer confidential. The pre-submission plans were presented to the CTC Planning Transportation & Environment Committee and the planning application has been submitted to NNDC but not yet verified.

18. **ON-STREET PARKING**

It was **AGREED** to have a no-obligation conversation with Norfolk County Council to investigate all possibilities.

*Two extra items were added to the agenda:*

19. **CEMETERY MAINTENANCE CONTRACT**

It was noted that Norse have advised that they are ceasing their contract with effect from the end of March. It was **AGREED** to arrange for Norse to cut the grass as soon as possible. It was also **AGREED** that the Clerk will get a temporary contract in place as soon as possible whilst the permanent contract goes out to tender.

20. **SPITFIRE FLY PAST**

It was **AGREED** to accept the quotation for a Spitfire to fly past Cromer on VE Day.

There being no further business, the Chairman closed the meeting at 8.30pm.

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Signed

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Dated