

**MINUTES OF THE MEETING OF CROMER TOWN COUNCIL  
HELD REMOTELY AT 19:00 ON 02 NOVEMBER 2020**

**PRESENT**

Mayor Cllr. R. Leeds, Deputy Mayor Cllr. M. Bossingham,  
Cllr. T. Adams, Cllr. T. Bartlett, Cllr. D. Baksh (from item 7), Cllr. P. Bennett,  
Cllr. P. Harris, Cllr. M. Hayhurst, Cllr. D. Pritchard, Cllr. D. Roberts (from item 6)  
Cllr. D. Russell, Cllr. M. Russell, Cllr. E. Spagnola

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

1. **MINUTES OF THE TOWN COUNCIL MEETING HELD ON 21 SEPTEMBER 2020**

It was **AGREED** that the minutes of the meeting held on 21 September 2020 be **APPROVED**. The minutes will be signed by the Mayor at the next appropriate opportunity.

It was **AGREED** to add an extra item to the agenda under Part II at the end of the meeting.

2. **APOLOGIES FOR ABSENCE**

Apologies were accepted from Cllrs. Baksh & West who would be late arriving at the meeting due to work commitments. Cllr. Yiasimi was absent.

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

Members declared interests as follows:

Cllr. Harris – Norfolk ALC Executive Committee & Cromer Art Space

Cllrs. Adams, Bossingham, Bennett, Hayhurst, Leeds & West – Cromer Cares

Cllr. Bartlett – Cromer Community Assoc.

Cllr. Bossingham - Twinning

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

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

5. **POLICY & RESOURCES COMMITTEE**

5.1 **Minutes of the meetings held on 29 October 2020**

Cllr. Hayhurst presented the minutes of the meetings held on 29 October 2020 which were **APPROVED**.

6. **PLANNING TRANSPORTATION & ENVIRONMENT COMMITTEE**

6.1 **Minutes of the meetings held on 08 October 2020 & 19 October 2020**

Cllr. Adams presented the minutes of the meetings held on 08 October 2020 and 19 October 2020 which were **APPROVED**.

It was noted that the street lights on The Gangway are now being repaired rather than replaced. There is a problem with the lights on East Cliff which Cllr. Spagnola will report to Property Services at NNDC.

*Cllr. Roberts arrived at the meeting.*

6.2 **On-Street Parking permits**

Members were in receipt of emails from Martin Chisholm following requests from members of the public for residents parking schemes to be introduced. There is still the issue of on-street parking meters and the loss of free parking in the Town Centre to help fund the cost of residents parking schemes. The cost of enforcing a scheme is not feasible.

It was suggested that there should be ways of discouraging people from driving through and parking on residential roads. Consideration should also be given to a park and ride and a bus service linking all the main tourist attractions in the area. It was noted that Cllr. Adams is still pressing for better car park signage including Cadogan Road.

It was **AGREED** to add an item to the next agenda to discuss a Transportation Plan for Cromer.

7. **WORKS & GENERAL PURPOSES COMMITTEE**

7.1 **Minutes of the meeting held on 27 October 2020**

Cllr. Pritchard presented the minutes of the meeting held on 27 October 2020 which were **APPROVED**.

Poppy Wreath Panels – It was noted that the panels have been installed. It was **AGREED** to accept the quotation for Smart Water to be applied to the panels. A request had been received for a purple poppy to be included on the panels in recognition of the animals lost in conflict but it was felt that the panels surround the War Memorial which commemorates fallen servicemen. It was suggested that it would be appropriate to fundraise for another project in the new year. It was noted that purple poppies will be included in the Weeping Window installation in 2021.

Town Council - Cllr. Adams asked that thanks be given to Cllr. Pritchard and the Officers for all the hard work they have done managing their council work from home over the past few months.

Cllr. Pritchard advised that an email had been received praising the work of an Officer at a recent interment.

*Cllr. Baksh arrived at the meeting.*

8. **PROMOTIONS & EVENTS COMMITTEE**

8.1 **Minutes of the meeting held on 20 October 2020**

Cllr. Leeds presented the minutes of the meeting held on 20 October 2020 which were **APPROVED**.

9. **COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE**

9.1 **Minutes of the meeting held on 15 October 2020**

Cllr. Harris presented the minutes of the meeting held on 15 October 2020 which were **APPROVED**.

Cromer Art Space – It was noted that Cromer Art Space is now a registered charity and the group have progressed through the first round of a funding application to install some artworks around the town. Posters from the Covid Art Competition are being circulated for publication by various groups.

Green Spaces – Meetings are being arranged.

Pocket Park – A meeting is to be arranged in respect of maintenance/safety issues which need to be addressed.

10. **BUDGET 2021/22**

Members were in receipt of the draft budget which was **APPROVED**.

It was **AGREED** to put the following measures in place before handing over the grant to Cromer Cares in April 2021:

- A. Cromer Cares becomes a constituted organisation, preferably a Charitable Incorporated Organisation (CIO)
- B. It has opened a bank account where the money is transferred to.
- C. It produces accounts to show where the £10K given to it for 2020 has been spent.
- D. It produces a budget outlining where the £15K will be spent.
- E. It has appropriate policies in place.
- F. It agrees to take out the appropriate insurance.
- G. It looks at registering with HMRC for gift aid.

Thanks were given to the Town Clerk for all her hard work in preparing the budget.

11. **OTHER REPORTS**

11.1 **Reports from Councillors**

EEAS – Members were in receipt of a written report from Cllr. Russell. It was noted that there are currently 2 permanent staff at the control centre trained to deal with mental health issues and that 5 more have been recruited.

Cromer Phlebotomy – Cllr. Spagnola advised that the opening times of the phone lines are being extended to cope with demand and that she is receiving regular feedback.

Remembrance Sunday – Cllr. Pritchard advised that a final decision will be made once the Government legislation is complete, and it is hoped that a Covid Safe event will go ahead.

Norfolk Association of Local Councils – Cllr. Harris advised that several webinars have been held and he urged members to register to attend the forthcoming session with the Police & Crime Commissioner.

COVID Testing – Cllr. Adams advised that due to the outbreaks at food processing facilities. Cromer has lost a couple of days of testing.

#### 11.2 **NALC Representative**

It was **AGREED** to appoint Cllr. Harris to be the representative on Norfolk ALC.

#### 12. **CORRESPONDENCE** (for information only)

There was no correspondence to report.

#### 13. **DATE OF THE NEXT MEETING:** 14 December 2020

NOTE: It was agreed to add reports from District Councillors, County Councillor, Police and Youth to the next agenda and also committee representatives.

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

#### 15. **LEGAL MATTER**

The Clerk advised that there had been no response to the solicitor's letter.

#### 15. **PERSONNEL COMMITTEE**

Policies - Members were in receipt of three draft policies which will be considered at the next meeting. Cllr. Bossingham asked that any feedback is sent to him by email.

Complaint – It was noted that a complaint against a Town Councillor has been received. The set procedure has been followed and it was **AGREED** to accept the recommendation from the Personnel Committee to reject the complaint.

Advice has been given to the councillor in question and it was suggested that the Town Council's Social Media Policy be reviewed to prevent issues arising in the future.

Home Working – Praise was given to the Clerk, Deputy Clerk and Admin. Assistant for all their hard work especially over the past 6 months while working from home and supporting Cromer Cares on top of the normal workload. However, there is a need to address some issues thus it was **AGREED** that Cllr. Bossingham will conduct a pastoral meeting with each of the Officers and then report back to the Personnel Committee.

There being no further business to discuss the Mayor closed the meeting at 20:45

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Signed

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Dated