

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE
HELD AT CROMER CREMATORIUM CHAPEL AT 19:00 ON 08 JUNE 2021**

PRESENT

Committee Chairman Cllr. D. Pritchard, Committee Vice-Chairman Cllr. T. Bartlett,
Cllr. P. Bennett, Cllr. R. Leeds, Cllr. D. Roberts, Cllr. D. Russell, Cllr. M. Russell,
Cllr. E. Spagnola, Cllr. P. West

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

1 member of the public

1. **ELECTION OF VICE-CHAIRMAN**

It was **AGREED** to elect Cllr. Bartlett as Committee Vice-Chairman

2. **MINUTES OF THE MEETING HELD ON 11 MAY 2021**

The minutes of the meeting held on 11 May 2021 which were **approved** by Full Council were signed by the Committee Chairman.

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

There were no declarations of interest.

4. **APOLOGIES FOR ABSENCE**

It was noted that the Clerk was absent due to illness.

5. **PUBLIC PARTICIPATION**

The member of the public did not wish to speak.

6. **CEMETERY NO 2 SITE**

6.1 **Delegated Powers**

Desk Tablet - It was noted that a request had been received for a desk tablet measuring 18" x 18" x 4" which had been approved under delegated powers. It was further noted that tablets measuring this size had been approved in the past and the rules and regs need to be updated accordingly.

Replacement memorial Fees - It was noted that it had been agreed under delegated powers to charge full fees for a replacement memorial as it was being replaced solely because the purchased preferred a different design.

6.2 Any other Cemetery No 2 matters (for information only)

It was noted that the cemetery rules and regulations need to be reviewed at a future meeting.

It was noted that once the covid restrictions are lifted, a date needs to be set for an inspection for unauthorised items. This will be placed on a future agenda.

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

7.1 Cemetery Wall & Trees

The quotation for the tree works was agreed. Cliveden will be asked when the tell tails will be installed to monitor the movement of the wall.

7.2 Other Cemetery No 1 Matters (for information only)

There were no other matters to report.

8. **STREET LIGHTING**

8.1 Street Lighting – Whitehouse Estate

It was noted that a quotation for the relocating of the light has been received. This will be passed to the property owner for consideration.

8.2 Annual Inspection of Streetlights

It was **AGREED** to accept the quotation from the streetlighting contractor for the works which had been identified.

9. **NORTH LODGE**

9.1 Repointing of south elevation

It was noted that works have commenced. A quotation for the works to the band is awaited.

9.2 Other North Lodge Matters (for information only)

Water Leak on driveway - It was noted that plans of the water supplies within the park have been received but the supplies cross. It was stressed that responsibility for the supply affected needs to be ascertained.

Fire Risk Assessment – It was noted that this is being reviewed. The Deputy Clerk asked that a member of the council meets with her at North Lodge to check the assessment.

10. **WAR MEMORIAL**

10.1 War Memorial Lighting

It was noted that the Church Floodlight works are due to start on 19 July and that the cabling to the War Memorial light supply will be checked when the contractor is on site.

10.2 War Memorial Maintenance

An update was requested. It was noted that one of the contractors has a suggestion to put forward re the shelter coat.

10.3 Other War Memorial Matters (for information only)

There were no other matters to report.

11. **STREET FURNITURE**

11.1 Grit Bins

It was noted that requests have been received for grit bins at Bernard Road, Grove Road and Clifton Park/Runton Road. It was asked that full list of grit bins requests is circulated to members to consider at the next meeting.

11.2 Annual Inspection of Grit Bins, Benches & Bus Shelters

Grit Bins – Inspection sheet circulated. All of the bins are functional but need to be refilled. Cllr. Bossingham was thanked for carrying out the inspection.

Benches – Inspection sheet circulated. It was **AGREED** to ask the Clerk to obtain a quotation for the necessary works. Cllr. Bennett was thanked for carrying out the inspection.

Bus Shelters – Cllr. Bartlett will forward the completed inspection sheet prior to the next meeting.

12. **CORRESPONDENCE**

There was no correspondence to report.

13. **DATE OF THE NEXT MEETING** – 7.00pm, 06 July 2021

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

15. **SECURITY AT NORTH LODGE**

It was **AGREED** to accept the quotation from a contractor subject that satisfactory insurance is in place prior to confirmation of the contract.

There being no further business, the Chairman closed the meeting at 19:45.

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Signed

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Dated