

**MINUTES OF THE MEETING OF
THE WORKS AND GENERAL PURPOSES COMMITTEE
HELD ON TUESDAY 4TH JANUARY, 2020 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

Present:-

Chairman – Cllr. D. Pritchard, Cllr. T. Adams, Cllr. T. Bartlett, Cllr. P. Bennett,
Cllr. I. Cunnington, Cllr. D. Roberts, Cllr. R. Leeds,
Cllr. E. Spagnola and Cllr. P. West.

Julie Chance FSLCC – Town Clerk.

1. MINUTES OF THE MEETING HELD ON 23RD NOVEMBER 2021

The Minutes of the meeting held on 23rd November 2021, having been **AGREED** by Full Council on 29th November 2021, were signed by the Chairman.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. M. Bossingham and Cllr. D. Russell both family commitments.

4. PUBLIC PARTICIPATION

No members of the public attended the meeting.

5. CEMETERY (NO.2 SITE)

5.1 Delegated Powers:- None to report.

5.2 Tree Inspection:- It was reported that the Chairman and the Clerk will carry out the inspection in the spring. The safety inspection highlighted one young small tree which will not cause an issue in the immediate future.

- 5.3 Repairs to Laid Memorials:-** It was confirmed that all the repairs have been completed. It was **AGREED** that this matter will be removed from the agenda.
- 5.4 Fallen Leaves – Davy Hill:-** The Clerk reported that she has not received a reply to her emails to the contractor and she will chase accordingly.
- 5.5 Purchase of Future Burial Land:-** It was reported that a site visit had been held with the landowner. The meeting was very positive. The landowner will be arranging for the land to be valued and this matter will be on the next agenda for an update.
- 5.6 Allotment Land Business Plan:-** The Clerk reported that she has started writing the business plan and this matter will be placed on the next agenda for an update.
- 5.7 Review of Cemetery Fees:-** It was **AGREED** that the increase in the fees from the grave digger would be absorbed by Cromer Town Council at present. It was **AGREED** that the new fee of £120 for ashes internment on Saturdays would be charged to the family concerned.
- 5.8 Damaged Memorials – RBL:-** No update received. This matter will be placed on the next agenda for an update.

6. CEMETERY (NO.1 SITE)

- 6.1 Cemetery Wall and Tree:-** The Clerk reported that the contractor has administered further treatment in order to stop the stump of the tree having any further growth. Once the tree stump has died the work for repair to the wall will commence. This matter will be placed on the next agenda for an update.
- 6.2 Arson Attacks:-** Cllr. Adams reported that further arson attacks have been carried out in Cromer including to wheelie bins. This follows a report of an arson attack in the cemetery recently.

7. STREET LIGHTING

- 7.1 Church Floodlighting:-** Cllr. Leeds reported that he has requested quotations for replacement of the lights in the ground. The contactors are unable to visit the site until the spring. This matter will be placed on the next agenda for an update.

7.2 Heritage Lights:- The Clerk reported that she has accepted the contractors quotation of £80 per light to secure the heads of the heritage lights. This is a health and safety matter and needs to be carried out as a matter of priority.

8. NORTH LODGE

8.1 Cement Band – North Side:- The Clerk reported that this work will be carried out in the spring of this year.

8.2 Water Leak:- There was no update on this matter and Cllr. Spagnola will liaise with North Norfolk District Council and report to the next meeting.

8.3 Fire Risk Assessment:- It was reported that the official report will be received shortly. Once the report is to hand it was **AGREED** that The Chairman, Cllr. Bartlett, Cllr. Cunnington, the Clerk and Deputy Clerk will meet to put together a plan of necessary work for discussion and agreement.

8.4 Damp Proofing:- The Clerk reported that the work will commence on Monday 10th January. The curtains will be taken down over the next few days.

8.5 Intruder Alarm:- It was reported that the alarm has not been triggered since the work to improve the system has been carried out by the contractor. This matter will be monitored. It was reported that the new CCTV camera has been installed and is working well.

8.6 North Lodge Park:- The Clerk circulated the updated proposals from the Friends of North Lodge Park for the future use of the hardstanding. It was reported that a zoom meeting will be held on Thursday morning and any decisions will be ratified on Monday 10th January at Full Council.

9. WAR MEMORIAL

9.1 War Memorial Lighting:- Cllr. Leeds reported that he is still waiting for the quotation for the equipment and this matter will be placed on the next agenda for an update.

9.2 Maintenance Contract:- The Clerk reported that Cliveden are investigating the problems with damp and black spots and this matter will be placed on the next agenda for an update.

- 9.3 **Additional Name:-** The Clerk reported that the contractor has been requested to add the additional name and this matter will be placed on the next agenda for an update.
- 9.4 **Poppies on Panels:-** The Clerk reported that Holkham Forge will be repainting the poppies in the spring in preparation for the dedication in June 2022.
- 9.5 **Wreaths:-** Cllr. Pritchard thanked Cllr. Adams for attaching the wreaths to the panel.

10. STREET FURNITURE

- 10.1 **Runton Road Pillar Box:-** Cllr. Adams reported that arrangements are in hand to locate the newly refurbished pillar box at Cromer Museum and this matter will be placed on the next agenda for an update.
- 10.2 **Finger Post Signs:-** Cllr. Adams reported that North Norfolk District Council will be working on repairing the finger post signs. They will not be requesting any funding from Cromer Town Council. The signs were installed as part of regeneration and Cromer Town Council have maintained the information lecterns for the last 17 years which were also installed as part of the project.
- 10.3 **Lecterns:-** It was reported that the lecterns installed as part of the regeneration project are in need of refurbishment. The Clerk will action this.
- 10.4 **Maintenance of Assets:-** The Clerk reported that a contractor has come forward following the social media article. The maintenance work information has been forwarded to the contractor and this matter will be placed on the next agenda for an update.
- 10.5 **Missing Bench – Norwich Road/Cromwell Road:-** It was **AGREED** that this bench would be replaced. Cromer Town Council's insurance company and the police have been informed of the disappearance of the bench. This matter will be placed on the next agenda for an update.
- 10.6 **Trees – Cliff Avenue:-** As reported at the last meeting, Norfolk County Council are taking on responsibility for the trees. Norfolk County Council have requested that Cromer Town Council take on responsibility for the wooden cages and memorials. It was **AGREED** that the Members would visit the site and this matter will

be discussed again at the next meeting. A decision needs to be made on future maintenance of the cages and memorials.

11. COMMEMORATIONS AND EVENTS COMMITTEE

It was reported that the next meeting will be held on Thursday 13th January via Zoom.

12. CORRESPONDENCE

None received.

13. DATE OF NEXT MEETING

The date of the next meeting was noted as 15th February, 2022 at 7 pm.

There being no other business the Chairman closed the meeting at 8.05 pm.

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Chairman

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Date