

CROMER COAST PROTECTION SCHEME LIAISON GROUP

15th October 2013

COUNCIL CHAMBER, NORTH LODGE, CROMER



Present:

- Peter Frew (PF) (Chairman) Project Manager
- Brian Farrow (BF) NNDC, Coastal Engineer
- Cllr Angie Fitch-Tillett (AFT) Portfolio Holder for Coastal Management
- Andy Boyce (AB) Cromer Preservation Society
- Anna Davies (AD)..... Chamber of Trade – Jarrold’s
- Bill Gaff (BG) North Norfolk Fisherman’s Society
- Mandy Cornell (MC) Beach House, Marine View Association
- Dave Greenwood (DG)..... The Old Lookout
- Chris Lynch (CL) West Beach Café
- David MacNaughton (DM) Triangle Amusements
- Rob Goodliffe (RG)..... NNDC, Coastal Projects Manager
- Steve Walvin (SW) NNDC Coastal Intern
- Sharon Garth (SG) NNDC Coastal Admin Supt

1.	<p><u>Introductions</u></p> <p>Introductions were made round the table.</p>	
2.	<p><u>Notes and Actions of meeting 25th April 2013</u></p> <p>Actions from the last meeting:</p> <ul style="list-style-type: none"> Fishing issues – BF met with the fisherman to assure them there should be little disruption to them as for some of them their season ends end of November. However BF agreed to still liaise closely with the fisherman particularly when stormy weather is forecasted. Cromer Pier - BF updated the meeting on the current position. The works on the Pier will finish at the end of November. After an inspection it was found that another leg of the pier required attention. Agreement was obtained to use the contingency fund written into the contract to carryout this work and to take the opportunity to replace another portion of the decking timbers. <p>Changes to notes</p> <ul style="list-style-type: none"> Date in bottom right footer to be amended to read 25th April 2013. <p>With this amendment incorporated the notes of the last meeting were agreed.</p>	
3.	<p><u>Updates</u></p> <p>a. <u>Award of construction contract</u> The £3.9m construction contract has been conditionally awarded to Volker Stevin, a well known national and international company who have just completed a similar contract at Colwyn Bay, Wales. The award is conditional of being in receipt of Grant from the Environment Agency.</p>	

	<p>This letter has now been received</p> <p>b. <u>Consents</u> The majority of the statutory consents have now been received. A few minor ones are still outstanding these relate to</p> <ul style="list-style-type: none"> • Noise, dust, light pollution that couldn't be obtained until the tenders had been received • Recording of historical data • Planning & Listing consent from the Secretary of State to alter the surface of the Promenade. The proposed surface recommended by the NNDC conservation manager is similar to that in High Street – asphalt with gold flecks which has better wearability than the present surface. DG asked if part of the resurfacing work on the promenade would involve looking at the drainage system. BF responded saying nothing had been programmed into the project to look at drainage. It is hoped these will be obtained swiftly and are not envisaged to hold up the programme of work. <p>c. <u>Start date</u> Subject to the granting of the contract and the outstanding minor consents being received it is anticipated work will start early November. Exact dates are unknown until the contract is finalised, however it is anticipated that the contractors will prepare the walls and the areas for the sheet piling prior to Christmas with the sheet piling and concreting being carried out after Christmas.</p> <p>d. <u>Programme of works</u> The contractors have scheduled in for 80% of the work to be completed before the 1st close down period - March 2014, the remaining 20% October 2014 – March 2015. The contractor has tentatively programmed an earlier finishing date leaving some leeway in case of a bad winter. The areas that will be worked in first is unknown until the programme of work is finalised. It is known; from information gathered from previous projects, the contractors preferred method is to have a number of teams who work on a 'conveyor belt' type system.</p> <p>e. <u>Key contacts</u> It was suggested there would only be one point of contact – BF, who would be the liaison person between the public and the project team/contractors. Contact details would be circulated later once confirmed.</p> <p>f. <u>Issues</u></p> <ul style="list-style-type: none"> • Beach Huts – This has been resolved, the contractor does not require the removal of the huts to carry out the work. • Parking – Letter has been sent to holders of current parking permits advising them that non-essential user's permits were suspended. The main works compound would be at Runton Road however some plant machinery would be stored on the beach during working periods weather permitting. Disabled bays to be closed and used as emergency parking for essential users. It was suggested that to avoid confusion, those who still have permission to park i.e. fisherman and RNLI personnel, should be issued with a completely new permit. BF agreed to talk to Property Services. 	<p>BF</p>
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	<ul style="list-style-type: none"> • Access – there will be restricted access to the promenade throughout the duration of the work. There would be no public parking. It is not known where and for how long although this will be advised in advanced at the liaison meetings. BF has contacted both the Theatre and RNLI for details regarding their particular access requirements. • Flood Boards – AB asked if there had been any resolution to the flood board issue. BF said nothing had been resolved but would need to talk to the contractors. He further suggested the ideal solution would be either a parapet wall on the other side or for the deck to fall seaward and not have a back fall • Commission of Surveys – DG asked if the surveys will happen. DG was told the surveys were included in the tender and would happen when the appointment of the contractor was finalised. Monitoring stations would also be set up and could be relocated to areas with particular issues however it was unlikely that the piling on this contract would raise the same issues as during the piling put in place during the building of the Lidl's store. 	PF/BF
4.	<p><u>Publicity</u></p> <p>RG circulated draft copies of an information leaflet, design for the information boards and some suggested historic information for the information boards. RG said the leaflet was almost finalised, printing would be done by NNDC and distributed to all business and shops. It was important to keep telling the message 'we are still open for business to the public. The Information Boards design and content was a first draft and suggested any information which couldn't fit onto the information boards be turned into an information booklet. RG said he would welcome comments or suggestions from the group. A number of changes were provided however it was suggested that it would be better to speak directly to RG at the end of the meeting. PB said it was important that the information was kept short, to the point and the correct media method was used to get the message across to the right audience. The inclusion of Logos on information boards and publicity material was discussed. It was agreed that Defra, EA and NNDC logos should be included. It was suggested that Defra have set wording which they like to be put on publicity material for projects which they have made a contribution towards. RG said he would contact EA for the correct wording.</p>	RG
5.	<p><u>Future Arrangements and Next Meeting</u></p> <p>It has been agreed for monthly project meetings between the project team - NNDC, the consultants – URS and the contractors - Volker Stevin to take place. PL suggested that as the key people were already assembled in Cromer that the liaison group also meet on a monthly basis on the same day in the afternoon. DM said he could understand having monthly meetings in the early stages of the work but suggested that as the work progressed and issues resolved they may not be required as frequently. It was agreed the next meeting would be arranged for late November/early December once the contract has been finalised.</p>	

6.	<p><u>A.O.B</u></p> <p>AB asked if whilst the defence work was being carried out anything has been planned to improve the lighting. BF replied the lighting was not something this project covered, and given the present financial situation not aware improved lighting was on anyone's agenda.</p> <p>AB continued saying that he assumed the handrails from the apron to the Pier would be removed whilst the work was being carried out, and asked if they would be re-instated at the end of the work or be replaced with something else. BF answered that members were happy with the handrails but, if something else was required it was a different issue and would have to go through a separate process.</p>	
	The meeting closed at 15:45 pm.	