

**CROMER COAST PROTECTION SCHEME
TRADERS & RESIDENTS**

17th September 2014 – 10.00 am

COUNCIL CHAMBER, NORTH LODGE, CROMER



Present:

- Peter Frew (PF) (Chairman)Cromer Coast Protection Scheme Project Manager
- Brian Farrow (BF) NNDC, Coastal Engineer
- Rob Goodliffe (RG)..... NNDC, Coastal Management Team Leader
- Ricky Wright (RW)..... NNDC, Contracts and Facilities Manager
- Martin Green (MG) NNDC, Estates & Valuation Manager
- Mike Snelling (MS) North Norfolk Surf Life Saving Club
- Ben Kewell (BK) Cedar House Surf Shop
- Eric Harris (EH) Starvin Marvins Kiosk
- Claire Nightingale (CN)..... Starvin Marvins Kiosk
- Jacqui Palmer (JP) RNLI
- Peter Lawton (PL) Consultant for URS
- Sharon Garth (Note Taker) NNDC, Admin Officer – Coastal Team

1.	<p><u>Welcome</u> PF welcomed everyone to the meeting and apologised for no contractor representation.</p> <p>Introductions were made round the table</p>
2.	<p><u>Updates</u></p> <p>a. <u>Where we are now</u> PF gave the meeting a brief history of the scheme from its inception through to the present. Work on the 1st phase of the scheme had been fraught with difficulties due to damage sustained during the Tidal Surge in December 2013. The programme of works had to be re programmed to ensure the damage sustained was made good before the work on the protection scheme could continue, and contract terms re-negotiated to accommodate the additional work. BF said because of the tight schedule; 24 weeks to complete 25 weeks of work, it was important to arrange early meetings with traders, residents and the stakeholder liaison group prior to the work starting, with the aim of setting up lines of communication for any concerns anyone might have now or in the future. BF and PF both had no doubt that it was achievable providing no extraordinary events like the tidal surge occurred again this winter.</p> <p>b. <u>Storm damage update</u></p> <ul style="list-style-type: none"> • Programme of works – start dates On Monday, 2nd September the site compound on the Runton road would be re-erected prior to the commencement of the 2nd tranche of the protection schemes work on Monday, 29th September 2014. A first draft of the programme of works that PF received last week from the contractors was circulated to the meeting. PF explained that the dates were very broad and may need to be changed to accommodate unexpected circumstances. • Holidays – Christmas, New Year and others. The contractors will shut down work for the Christmas and New Year period. All equipment will be pulled back in and either stored at the promenade compound or

removed to the main Runton Road site. The contractors will however continue to work through the half term holiday periods.

- **Areas of working**

PF circulated an aerial photo of the protection scheme area with the different working areas numerically annotated. PF explained that on the reverse of the photo was a provisional broad draft of the contractor's programme of work; this was still to be agreed. PF draw particular attention to section 5 where it was anticipated that work would be on-going throughout the entire October – March period. Work on the other sections would be done systematically using 2 teams. As last year, the contractors plan to have a liaison officer on site for the duration of the work. However, for easier access the portacabin will this time be situated in or near the promenade compound instead of at the Runton Road complex.

- **Expected completion.**

PF told the meeting that the contractual date for completion for this phase of work is 31st March 2015, but there is the possibility of returning in October 2015 to resurface the promenade and finishing areas where any works may have overrun. However, there have been hints that the contractor might suggest resurfacing the promenade and completing any mop-up work between the Easter and Spring back holiday; they would break for Easter holiday period, so that the complete scheme can be finished before the summer season, instead of coming back in October.

C. Issues arising

- **Parking**

Parking restrictions would be the same as for the previous phase. If anyone had any concerns or required a permit to park to contact Maxine Collis or Ricky Wright at the District Council on 01263 516256 or 01263 516007.

- **Access**

Throughout the 2nd phase, vehicle access will be limited to deliveries only; pedestrians will be able to access the promenade at all times. How the promenade is accessed will depend on which sections are being worked. This could mean access is restricted to either the Melbourne slope or the Gang Way end only. BF said if anyone could foresee a specific need for access at a particular time which could be an issue to speak to either him or the contractor's liaison officer as soon as possible.

- **Open discussion**

PF started the discussion saying the resurfacing of the promenade was programmed for October 2015 but there had been hints that the contractors might request an extension to the works for 2014/2015 to avoid returning for a 3rd year. The deciding factor for the contractor on whether this would be a feasible option would be how it approached resurfacing the area where the artwork is situated. The options were either to lift the art work and relay it after the resurfacing, or to protect the artwork by covering it up. Until this decision is made the option to complete the works in 2014/15 might not be valid. PF asked the meeting if the question arose what their views were and if anyone had any strong views for either option.

After some discussion the consensus of the attendees was that as the resurfacing did not adversely affect them and providing the work was carried out after the Easter holiday period and prior to the spring bank holiday, the preference was for the work to be completed in the current year thus avoiding a 3rd year of disruption.

The meeting was asked anyone had any questions or concerns they wished to raise.

- CN asked if it would be possible to leave their kiosk in situ for a few weeks beyond the 1st October, for instance until after the half term break. This is the

	<p>end of their trading season and the kiosk would be removed for the winter season. BF said he could not foresee an issue and would put this to the contractors when they met next week. CN asked for an early response as she would need to make arrangements with her remover as soon as possible if the kiosk was to be removed by the 1st October.</p> <ul style="list-style-type: none"> ▪ MS said in October he was having showers and changing rooms put in the back of his unit and wondered if this could be an issue for his builder accessing the unit to carry out the work. BF said he could not foresee an issue but it was important to remember that the promenade was the contractors site, the early these things were known the easier it would be to cater for them. BF also suggested speaking to Ricky or Maxine in property services if the builder required a permit to park on the promenade. ▪ MS also wanted to clarify that pedestrian access would be maintained to his unit and to the beach particularly for the training sessions which has been switched from Wednesdays to Sundays. The North Norfolk Surf Lifesaving Club would close in November until just prior to Easter when it would again need access for the re qualification of lifeguards. BF confirmed there would be pedestrian access. ▪ BK asked prior to the resurfacing could someone take a look at the trailer that he kept permanently in the alcove next to his unit as it protruded slightly over the promenade to see if this would need to be removed prior to the promenade resurfacing. BF said he would take a look when he was next down there and let him know. ▪ BF said that he'd noticed children's amusements site had extended onto the promenade and asked if anyone knew if they were staying there, as these would need to be removed prior to the resurfacing of the promenade. It was believed this was just a temporary agreement. ▪ JP said she was concerned there would be the same parking issues as there was last year. BF said this shouldn't be as bad as there would just be traffic passing through to the site office. There was also some flexibility for parking where the fishermen park and beyond the barrier at the gangway. There shouldn't be any issues with deliveries but if there were to contact the contractor's office. ▪ BK asked if there would be any re-imburement for parking permits. RW asked for it to be put in writing. ▪ BF asked for his contact details to be circulated to the meeting attendees as the point of contact for any issues that may arise. BF also asked for RGs details to be circulated as the next point of contact as he only worked Monday – Wednesday. PF emphasized the need to contact either BF/RG or the liaison officer with any concerns as early as possible and not leave it to the next meeting.
3.	<p><u>Publicity</u></p> <p>Information boards would be re-erected as per last year and it was assumed the contractor would produce its newsletter again.</p> <p>Refurbishment of sea walls and groynes 2013-2015 information leaflets produced about the scheme last year were still available and could be obtained by downloading from the Coastal web page (www.northnorfolk/environment/18034) or by contacting RG for hard copies.</p> <p>The North Norfolk District Council communications team in conjunction with the coastal team would be issuing regular press releases through the local media; the EDP are due to attend the Liaison Group meeting this afternoon.</p>
4.	<p><u>Future arrangements</u></p> <p>Monthly meetings of the Stakeholder Liaison Group would resume. PF explained this was a group of people from statutory and local community groups that had a mutual interest in the scheme, which had been brought together as a communication channel.</p>

	<p>The aim of the group was to discuss any concerns they may have directly with the contractors before they became an obstacle, in turn the contractors could keep the group updated on any changes to the programme of works. BF suggested it could be mutually beneficial for those present to join the group.</p> <p>MS, BK and CN agreed and asked that their names were added to the group.</p>
5.	<p><u>A.O.B</u></p> <p>None</p>
	<p>PF thanked everyone for attending and the meeting closed at 11:15 am.</p>