



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Monday 29 June 2020, Virtually by Zoom Conference

Present:

Town Councillors: Cllr Bull (Chair); Cllr Felstead; Cllr Fryer; Cllr Gotts; Cllr Gray; Cllr Heinrich
Cllr Hester; Cllr Jackson; Cllr Melville; Cllr Murphy; Cllr Sims; Cllr Wright;

District/County Cllr: Cllr Seward

Town Clerk: Ms Shields

Members of Public: 0

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Choudhury (no conferencing equipment); Cllr Edge (no conferencing equipment); Cllr Harris (work)

2. DECLARATIONS OF INTEREST

Personal interests: None

Pecuniary interests: None

3. TO APPROVE MINUTES OF PREVIOUS COUNCIL MEETINGS - emailed with Agenda

(As per Standing Order 12b, to approve accuracy of actions & decisions as a true record)

3.1 To approve minutes of the Council meeting 4 May 2020

As proposed by Cllr Murphy and seconded by Cllr Heinrich, it was **RESOLVED** that the minutes of the Virtual Council meeting held on 4 May 2020 be agreed as a true record. The minutes were signed by Cllr Bull

3.2 To approve minutes of the Extraordinary Council meeting 21 May 2020

As proposed by Cllr Murphy and seconded by Cllr Heinrich, it was **RESOLVED** that the minutes of the Extraordinary Virtual Council meeting held on 21 May 2020 be agreed as a true record. The minutes were signed by Cllr Bull

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Decision/Action Log (Clerks report attached)

5. PUBLIC FORUM

(As per Standing Order 3e Items on this agenda only; Standing Order 3f Total duration 15mins max; Standing Order 3g Max 3mins per person; and Standing Order 3h Questions don't require a response at this meeting)

To receive verbal reports from members of the public including:

- No members of the public were present

6. TO RECEIVE MONTHLY REPORTS

6.1 District & County Councillors (verbal)

Cllr E Seward – District/County Councillor

Initials..... 

Date:..... 



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- Bus Shelter item 7.1 - Offered £2K from his County Highways budget if we want to proceed with the Bus Shelter this year
- Request for a Zebra Crossing on Norwich Rd - a network safety assessment is being carried out. This is being paid for out of Cllr Seward and Cllr Timewell's County Highways budget
- Drainage works on Lynfield Estate - installing 2 attenuation tanks and straightening the ditch behind Osborne Close, to commence Monday 7 September
- Wetherspoons - no more news
- Social distancing in North Walsham - Hospitality and High Street shops need to open asap. Due to Covid-19, for public safety and social distancing the Market Place will be closed from 6 July, this will be reviewed weekly. The Smaller section of Bank Loke car park will relocate the free parking places for 1hr. The buses will be rerouted to follow their Market Day routes
- Gas Works – NNDC are working with local traders to co-ordinate a bid together for their loss of trade due to the Gas Works with Cadent

7. MATTERS ARISING FOR DECISION/DISCUSSION BY THE TOWN COUNCIL

7.1 To consider erecting a Bus Shelter on Lyngate Rd (District Cllr NL)

It was discussed that with the offer of £2K from Cllr Seward towards the purchase of a Bus Shelter could be purchased this year and then maybe we could also apply for a second shelter on the opposite side of Lyngate Rd under the Parish Partnership bid. This would be available 2021.

As proposed by Cllr Gray and seconded by Cllr Murphy, it was **RESOLVED to purchase a Bus Shelter this year, using the £2K offered by Cllr Seward**

7.2 To consider adopting new Co-option procedure and application form (recommended by P&G)

As proposed by Cllr Bull and seconded by Cllr Felstead, it was **RESOLVED to adopt the new co-option procedure and application form**

7.2.1 Update on Co-option for vacant seat

It was felt that it was not practicable to co-opt whilst having virtual meetings on zoom and that we would wait until the Council are back to having normal meetings.

7.3 To consider ideas and quotes for War Memorial Garden revamp, including a new flagpole (recommended by D&A)

Cllr Murphy said nothing had changed and all the quotes were the same as before

As proposed by Cllr Hester and seconded by Cllr Murphy, it was **RESOLVED to accept all the quotes for to revamp the War Memorial Gardens including the Flagpole**

7.4 To approve Funday annual event for 2021, Thursday 24 June – Sunday 27 June 2021

As proposed by Cllr Murphy and seconded by Cllr Wright, it was **RESOLVED to approve the annual Funday Event, Thurs 24 June-Sun 27 June 2021**. Subject to Event Management Plan approval

7.5 To consider allowing cooking demonstrations on Market days (GB)

It was discussed that cooking demonstrations could bring people into the Town Centre, which would be a good thing. They would need health & hygiene insurance, public liability insurance, risk assessments etc. If all these things are in place, all Councillors are happy for this move forward. Cllr Murphy as Chair of D&A has offered his assistance

Cllr Bull to acquire more information and bring it to the next Council meeting



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7.6 To discuss possible policing at the War Memorial Park (HG)

The Memorial Park is becoming unruly again, possibly the time of year. The Police are too busy to be able to police it. It was decided locking the gates wouldn't help, as people could still climb over the gates and disturbances could be a lot worse in a locked Park. The CCTV has deterred some disturbances, but now they are congregating in the only place not covered by CCTV. It was suggested to add more CCTV to cover the spot the original CCTV doesn't reach

As proposed by Cllr Gotts and seconded by Cllr Hester, it was **RESOLVED to install a static camera pointing over the top of the Pavilion**

8. FINANCE

8.1 To approve income and expenditure for Apr 2020

As proposed by Cllr Murphy and seconded by Cllr Heinrich, it was **RESOLVED to approve Inc & Exp for Apr 2020**

8.2 To approve income and expenditure for May 2020

As proposed by Cllr Murphy and seconded by Cllr Sims, it was **RESOLVED to approve Inc & Exp for May 2020**

8.3 To approve expenditure up to 16 June 2020

As proposed by Cllr Sims and seconded by Cllr Wright, it was **RESOLVED to approve payments up to 16 June 2020**

8.4 To approve regular payments for year 20/21

As proposed by Cllr Murphy and seconded by Cllr Wright, it was **RESOLVED to approve regular payments 20/21**

8.5 To accept annual Internal Audit Report by Roger Canwell

As proposed by Cllr Heinrich and seconded by Cllr Murphy, it was **RESOLVED to accept the Internal Audit Report**

8.6 To agree Assets as at 31 March 2020

As proposed by Cllr Murphy and seconded by Cllr Sims, it was **RESOLVED to agree the Assets as at 31 March 2020**

8.7 To agree Statement of Accounts for 31 March 2020

As proposed by Cllr Murphy and seconded by Cllr Fryer, it was **RESOLVED to agree the Statement of Accounts for 31 March 2020**

8.8 To approve Annual Governance Accountability Return as at 31 March 2020

8.8.1 To read out and approve Annual Governance Statement (Section 1)

The statement was read out and all Councillors agreed 'Yes' to all questions

As proposed by Cllr Murphy and seconded by Cllr Fryer, it was **RESOLVED to approve the Annual Governance Statement - Section 1**

8.8.2 Approve Accounting Statements (Section 2)

As proposed by Cllr Bull and seconded by Cllr Sims, it was **RESOLVED to approve the Accounting Statements - Section 2**



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9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 9.1 To receive delegated powers for May & June
- 9.2 Police newsletter May
- 9.3 Community Covid-19 update

10. UPDATES

10.1 Temporary Pedestrianisation of Market Place

NNDC are putting the temporary pedestrianising measures into the Market Place on 6 July 20. Free parking will be moved to the smaller section of Bank Loke for 1hr and the buses No.55 & No.6 will be running a continuous Thursday Market day service route. NNDC will be putting out a press release with regard to the changes they are making.

10.2 Improvements at Norwich Rd Junction (BW)

£106k money from Persimmons & Hopkins to improve the Traffic lights at Norwich Rd Junction is not due to be spent for another 3 years. Improvements could include a turn left lane from Grammar School Rd onto the bypass and improvement of the traffic light waiting times.

As proposed by Cllr Wright and Seconded by Cllr Heinrich. Council to write to NNDC pressing them to spend this money sooner rather than later, to try to ease the congestion on Grammar School Rd

11. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 11.1 Planning – 4 May 2020
- 11.2 Development & Amenities – 8 June 2020

12. DATES OF FORTHCOMING MEETINGS AND EVENTS

- 12.1 Full Council – Tuesday 28 July 2020, 18.30 virtual conference meeting on zoom

13. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

- Funfair would like to return; government guidance will be checked to see if this is allowed
- Footpaths – Cllr Wright has walked the footpaths and they all appear to be OK

ITEMS FOR NEXT AGENDA

- Cooking demonstration further information
- CCTV camera
- Happisburgh Rd & Manor Rd Lights

The meeting closed at 20:00

Initials.....*MB*.....

Date:.....*29/7/2020*.....