

NORTH WALSHAM TOWN COUNCIL
26 September 2017

Minutes of the Meeting of the Town Council held on 26 September 2017

Chair: Cllr S Stuckey

Town Councillors Present:

Cllr E Addison	Cllr G Bull
Cllr F Choudhury	Cllr P Edge
Cllr A Fryer	Cllr R Harris
Cllr B Hester	Cllr J Melville
Cllr R Mooney	Cllr R Murphy
Cllr M Seward	Cllr R Sims
Cllr D Turner	Cllr J Witte

District Councillors Present:

Cllr V Gay	Cllr N Lloyd
Cllr E Seward	Cllr V Uprichard

County Councillors Present:

Cllr E Seward

The meeting opened at 19:00

Open to the Press and Members of the Public

As proposed by Cllr Hester and seconded by Cllr Seward, it was **RESOLVED**

To accept additional agenda items covering personnel matters.

1 ADMINISTRATIVE MATTERS

(a) Declarations of Interest

No interests were declared.

(b) Apologies for Absence

Apologies were received and accepted from Cllr Wheeler.

(c) Minutes of Town Council meetings

As proposed by Cllr Murphy and seconded by Cllr Seward, it was **RESOLVED**

That the minutes of the meeting held on 25 July 2017 be accepted as a true record of that meeting.

2 ADJOURNMENT OF MEETING TO ALLOW PUBLIC PARTICIPATION

As proposed by Cllr Hester and seconded by Cllr Murphy, it was **RESOLVED**

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That the meeting be adjourned in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to permit public participation and external reports.

(a) Reports from District and County Councillors

County Cllr Seward and District Cllrs Uprichard, Gay and Lloyd gave verbal reports on recent issues (Annex A).

(b) Public participation

A summary of matters raised by members of the public is at Annex B.

During the course of this section of the agenda it became apparent that it would extend beyond the 15 minutes generally permitted. As proposed by Cllr Hester and seconded by Cllr Seward, it was **RESOLVED**

To suspend Standing Order 1.7 to permit continuation beyond the permitted time.

As proposed by Cllr Sims and seconded by Cllr Melville, it was **RESOLVED**

That the meeting be reconvened.

3 REPORTS FROM THE TOWN MAYOR AND DEPUTY MAYOR

Details of meetings and events attended by the Town Mayor are at Annex C.

4 ITEMS REQUIRING DECISION

(a) Town Strategy

The Strategy Working Group had agreed a list of proposed workshops, which were included in the final report. This would be considered by the Working Group and then presented to the full Council for approval at an Extraordinary Meeting at the next available opportunity (10 October).

(b) Parish Partnership Scheme 2017/18

The deadline for applications was 11 December 2017. Members were asked to consider possible proposals to discuss with the Highway Engineer, and to advise the Town Clerk as soon as possible. Immediate options raised included improved signposting, improvements to the footpath at the junction of Church Street and Market Place, improvements to the island at Grammar School Road, a permanent speed camera, and traffic calming near the Acorn Road park.

[Cllr Choudhury left the meeting at 19:55]

(c) Norfolk Park Homes

As County/District Cllr Seward had already covered this issue, it was agreed there was no need to discuss further.

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(d) IT Provision

The router currently used by the Town Council was a domestic one and was several years old. As proposed by Cllr Hester and seconded by Cllr Edge, it was **RESOLVED**

To ask the Town Clerk to proceed with ordering a business router per the estimate of £383.25 (excl VAT) provided by TechGeeks.

(e) Information Office Funding

Members were reminded that the Information Office itself had no budget for purchases, ie unbudgeted spend had been incurred in order to get the unit up and running. With only four weeks of the season remaining any further requests should be deferred. An itemised list of Information Office expenditure would be provided to Cllr Melville.

(f) Recommendations from the Development & Amenities Committee

i. *Heavy-duty mower:*

Following the decision made during the 2016/17 session that such an item would be a requirement for taking on the County Council urban grass cutting role, the grounds team had tested six different machines and had produced a rating for each. The John Deere 1570 was recommended. The purchase price provided by Ben Burgess Garden Equipment was £20,100 new, or £16,250 for an ex-hire model. Lease costs were awaited. As proposed by Cllr Hester and seconded by Cllr Witte, it was **RESOLVED**

That the final decision on purchasing or leasing be delegated to the Development & Amenities Committee.

ii. *Council representative for Men In Sheds project:*

As proposed by Cllr Seward and seconded by Cllr Hester, it was **RESOLVED**

That Cllr Fryer be appointed as the representative to the organising committee.

iii. *Market Cross Renovation:*

The Town Clerk advised that Heritage England would need a detailed proposal, prepared and costed by a heritage buildings expert, in order to approve any works to a listed structure such as the Market Cross. The Town Clerk would pursue this.

iv. *Future location of Information Office:*

Rev Cubitt had offered the Saddlers' Rooms as a larger site for the Information Office, which could be combined with a Heritage Centre. On site facilities included a kitchen and toilets. As proposed by Cllr Hester and seconded by Cllr Murphy, it was **RESOLVED**

To open discussions with Rev Cubitt and the Church Commissioners for opening in the 2018 season (march to October).

(g) Town Guide

It was agreed that this should be a joint project for the Council, Archive Group and Chamber of Business in future, with the Media & Information Committee setting up a

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group to take it forward. As proposed by Cllr Hester and seconded by Cllr Sims, it was **RESOLVED**

That a meeting be called with all interested parties to discuss the future Town Guide.

5 ITEMS FOR INFORMATION

(a) GPR Scanning of New Cemetery

As a result of Highways engineering staff being seen on the Lynfield estate and Woodville Park, it had come to light that Highways had an in-house GPR scanning unit. Following a query, it had been agreed that the Town Council could hire the service for its needs. The Town Clerk was seeking to contact the unit manager to make arrangements.

6 FINANCE

(a) Expenditure and receipts, July to September 2017

As proposed by Cllr Sims and seconded by Cllr Bull , it was **RESOLVED**

That the Payments & Receipts report for July 2017 be approved. (Annex D).

As proposed by Cllr Bull and seconded by Cllr Murphy, it was **RESOLVED**

That the Payments & Receipts report for August 2017 be approved. (Annex E).

As proposed by Cllr Melville and seconded by Cllr Sims, it was **RESOLVED**

That the Payments report for September 17 to date 2017 be approved. (Annex F).

As proposed by Cllr Bull and seconded by Cllr Seward, it was **RESOLVED**

To transfer the remaining Christmas Lights and Funday balances of £9,044 to the new Walsham Community Events bank account.

(b) Precept meetings

A meeting of the Finance Committee would be scheduled for week commencing 16 October 2017, to discuss arrangements for these meetings to be held in October and November. Members were reminded to be proactive and submit proposals for activities/projects that would need funding through the precept.

(c) COIF bank account signatories

Cllrs Melville, Mooney, Sims and Turner agreed to act as signatories on the War Memorial Park Trust bank account.

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7 REPORTS FROM COMMITTEES AND EXTERNAL ORGANISATIONS

(a) Reports from Committee Chairs

There were no reports.

(b) Reports from external representatives

Cllr Witte reported that Regenerate North Walsham was now engaged in discussions with the Crown Estate over the future of St Nicholas Court.

8 FORTHCOMING MEETINGS AND EVENTS

The following meetings and events were scheduled:

- a. Wednesday 27 September 2017 – 2nd Lyngate Estate Floods meeting (public meeting to be chaired by the Rt Hon Norman Lamb MP).
- b. Wednesday 4 October 2017 – Meeting with Highway Engineer and Save Our Street campaign leaders to discuss possible traffic calming measures for Aylsham Road
- c. Tuesday 10 October 2017 – Development & Amenities Committee (following Planning Ctte)
- d. Monday 16 October 2017 – training for new Members
- e. Wednesday 18 October 2017 – SNAP

9 CORRESPONDENCE

A letter had been received from North Walsham Town FC seeking funding support for new floodlighting. The Town Clerk would contact the Secretary to seek further details.

10 ITEMS FOR NEXT AGENDA

- GPR survey
- Car park on Hopkins Homes development

EXCLUSION OF THE PUBLIC AND PRESS

As proposed by Cllr Murphy and seconded by Cllr Witte, it was **RESOLVED**

That, in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2), members of the public and press be excluded from the meeting due to the confidential nature of the matters to be discussed.

The following statement was made by the Town Mayor:

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I want to take the opportunity to remind everyone about the Councillor Code of Conduct, and in particular the Nolan Principles within it

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

Every Councillor signed up to these when signing their Acceptance of Office paperwork and yet it is my belief that some of us are choosing to ignore them when it suits.

I believe that as a group we can be frank and honest and have a healthy debate, but we must also act in accordance with what is expected of us as public figures.

It is time to move on and apologise to each other, and staff, for things that have been said or done in the past, and accept that we are all part of the same team and here for the same thing, the people of North Walsham.

In view of this I would like to move the following motion;

All Councillors are to ensure that they understand, fully, their Terms of Reference which they agreed to on signing their Acceptance of Office. Furthermore, all Councillors fully understand what is expected of them as public figures.

As proposed by the Town Mayor and seconded by the Deputy Mayor, it was **RESOLVED**

That the statement be accepted.

11 Note of items discussed

In this section the Council discussed:

- the appointments of a Head Groundsman and Deputy Head Groundsman
- an offer of a gift of land
- Action to be taken at the former surveyors' pit at Spa Common
- Management of the Information Office
- Members' use of the press and social media

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- The award of grants under delegated powers during Recess to the World War I Commemoration Group (£400) for the screening of “Passchendaele”, and to the Guerilla Gardener (up to £400), which were agreed
- Other personnel issues.

The meeting closed at 21:20.

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