

**NORTH WALSHAM TOWN COUNCIL**

**31 October 2017**

**Minutes of the Meeting of the Town Council held on 31 October 2017**

**Chair:** Cllr S Stuckey

**Town Councillors Present:**

Cllr E Addison

Cllr P Edge

Cllr R Harris

Cllr J Melville

Cllr R Murphy

Cllr J Witte

Cllr G Bull

Cllr A Fryer

Cllr B Hester

Cllr R Mooney

Cllr R Sims

**District Councillors Present:**

Cllr V Gay

Cllr V Uprichard

**Office of the Police and Crime Commissioner for Norfolk:**

Mr Lorne Green, Police and Crime Commissioner

**Norfolk Constabulary Officers:**

Chief Inspector Wes Hornigold

Inspector T Futter

The meeting opened at 19:05

**Open to the Press and Members of the Public**

As proposed by Cllr Hester and seconded by Cllr <sup>R. SIMS S.</sup> Seward, it was **RESOLVED**

**To accept additional agenda items covering personnel matters.**

**1 NOMINATION OF VICE CHAIR and AGENDA ORDER**

As proposed by Cllr Stuckey and seconded by Cllr Murphy it was **RESOLVED**

**To elect Cllr Harris as Vice Chair for the meeting.**

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

**To accept an additional item at 6(j) to permit discussion of up to date information received from NNDC regarding Mundesley Road Car Park, J D Wetherspoon and the establishment of a proposed joint town centre working group.**

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**2**     **STATEMENT BY THE TOWN MAYOR**

The Town Mayor repeated the statement made to all Council Members in private session during the meeting of 26 September 2017, as follows:

*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.***

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3 **ADMINISTRATIVE MATTERS**

**(a) Declarations of Interest**

Cllr Addison declared an interest in Bradfield Cricket Club (Item 8f), as a member of the club's committee; Cllr Edge declared an interest in matters relating to J D Wetherspoon, as a competing landlord; Cllrs Witte and Melville declared an interest in any matters relating to or within the scope of Regenerate North Walsham.

**(b) Apologies for Absence**

Apologies were received and accepted from Cllrs Choudhury, Seward, Turner and Wheeler.

**(c) Minutes of the Town Council meeting held on 26 September 2017**

It was noted that the reference to Christmas Lights Group (Item 6) should read "Christmas Lights and Funday Groups" and that the funds were to be transferred to the newly created Walsham Community Events bank account. The means of recording confidential discussions was queried. The Town Clerk advised Members that was done in accordance with very clear advice from the Society of Local Council Clerks and would not be changed. As proposed by Cllr Harris and seconded by Cllr Witte, it was **RESOLVED**

**The recording of confidential sessions would be considered further.**

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

**That the minutes of the meeting held on 26 September 2017 be accepted as a true record of that meeting.**

**(d) Minutes of the Extraordinary Meeting held on 10 October 2017**

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

**That the minutes of the Extraordinary meeting of the Town Council held on 10 October 2017 be accepted as a true record of that meeting.**

4 **ADJOURNMENT OF MEETING TO ALLOW PUBLIC PARTICIPATION**

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

**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.**

**Police**

A note of matters discussed by Police & Crime Commissioner Lorne Green, Chief Inspector Hornigold (Deputy Area Commander) and Inspector Futter can be found at Annex A.



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**(a) Reports from District and County Councillors**

County Cllr Seward had submitted a written report on recent issues (Annex B). District Cllr Uprichard raised issues from NNDC, and also took questions relating to the County Council report on which she had been briefed; a note of her input can be found at Annex C.

**(b) Public participation**

No other matters were raised during the public participation session.

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

**That the meeting be reconvened.**

**5 REPORTS FROM THE TOWN MAYOR AND DEPUTY MAYOR**

Details of meetings and events attended by the Town Mayor are at Annex D. In addition, the Deputy Mayor had asked that her attendance at the WWI Commemorative Group's screening of "Passchendaele" at the Atrium on 12 October be noted.

**6 ITEMS REQUIRING DECISION**

**(a) Town Strategy**

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

**That authority be delegated to the Town Strategy Working Group to agree membership and dates for the targeted workshops at which key issues raised from the survey would be explored in more detail.**

**(b) Parish Partnership Scheme 2017/18**

Proposals for actions under the Parish Partnership Scheme should be submitted to the Town Clerk in advance of the Precept Meeting to be held on 14 November 2017.

**(c) Information Office Lease**

The Information Office season had now finished, but the Council held the lease on Bubby's Little Shop until the end of March 2018. As proposed by Cllr Bull and seconded by Cllr Edge, it was **RESOLVED**

**To seek permission from the landlord to use the premises as a Town Council-backed Pop Up Shop for the remainder of the lease, and if agreed to begin promoting the project.**

**(d) Car park at Hopkins Homes site**

County Cllr Seward had reported that Greater Anglia had no interest in running a car park, and that it therefore seemed likely that ownership of the car park shown in the plans would devolve to NNDC. This would then fall into NNDCs 'one size fits all'

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car park policy for the District. As proposed by Cllr Witte and seconded by Cllr Harris, it was **RESOLVED**

**To ask the Town Clerk to write to NNDC setting out its concerns over the car park and the impact of future District charging policy.**

**(e) NNDC free Christmas parking offer**

NNDC had asked Councils to choose two weekend days for free parking. As proposed by Cllr Murphy and seconded by Cllr Harris, it was **RESOLVED**

**To request Saturday 25 November (for the Christmas Lights Switch On) and Saturday 16 December 2017.**

**(f) Traffic/parking measures on Benets View**

A request had been received from a resident seeking Council support for double yellow lines to prevent obstructive parking on Benets View. As proposed by Cllr Harris and seconded by Cllr Witte, it was **RESOLVED**

**To ask East Ward Members to visit Benets View.**

**(g) Local impact of Norfolk Constabulary 2020 Police Structure Review**

This had been covered during Commissioner Green's and Chief Inspector Hornighan's discussion under Item 4. It was further noted that Inspector Futter would be attending the SNAP meeting in December.

**(h) Consideration of evidence gathering measures for proposed bus interchange**

Members agreed that a quick survey of vehicles parked at the New Road Car Park during the day, at one hour intervals, be conducted. This, along with drawing up ideas for an interchange, should be carried out under the auspices of the Development & Amenities Committee, with the output being submitted to Norfolk County Council, NNDC and Sanders Coaches for further consideration.

**(i) Consideration of Bittern Line and station improvements**

The most recent leaflet published by the BLP showed that information on what was available in North Walsham was urgently needed. Greater Anglia had committed to provide longer trains on the Bittern Line, but not more frequent services. Pedestrian safety remained a major concern as the footpath under the bridge was inadequate. This could only get worse with longer trains and more passengers disembarking at North Walsham. As proposed by Cllr Witte and seconded by Cllr Melville, it was **RESOLVED**

**To ask the Town Clerk to write to the Highway Engineer to ask what measures could be introduced to improve pedestrian safety**

**(j) Consideration of NNDC update on key town issues**

Steve Blatch (NNDC Joint Head of Service) had written to report that NNDC had considered the request from the Town Council to lease Mundesley Road Car Park, but had decided not to take this forward. Instead, Cllr Oliver had proposed a joint working group to consider North Walsham Town Centre. Members agreed that this offered an

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opportunity to work more closely with NNDC. As proposed by Cllr Witte and seconded by Cllr Hester, it was **RESOLVED**

**That NNDCs offer to establish a working group be accepted.**

**7**     **ITEMS FOR INFORMATION**

**(a) GPR Scanning of New Cemetery**

This had been conducted on 26 November. A large number of unmarked graves had been discovered, at a depth of between 0.8m and 1m. It was therefore necessary to revisit the original proposal for the War Memorial Park, with a possible site to the left of the Happisburgh Road gates (on the High School side). The Town Clerk would investigate covenants, planning issues and feasibility.

**(b) North Norfolk Town & Parish Forum**

There was no standing member of the forum, with the Council having agreed at the Annual Meeting to send any member who was available to attend meetings.

**(c) Information Office/Heritage Centre**

Cllr Hester and the Town Clerk had met with Rev Cubitt and Mr Burrows to discuss co-locating the two centres at the Sadlers Rooms on Vicarage Street. This would provide a more accessible home for the Information Office and finally a home for the North Walsham Heritage exhibition which had been mooted for a number of years. Work was under way for the Town Council to take on the lease (with the Church as landlord) from 1 December, and then sub-let to the Heritage Group for exhibition of the town's history.

Cllr Hester called for Standing Order 1.24, permitting the meeting to extend beyond two hours, be implemented. This was agreed by all present.

**8**     **FINANCE**

**(a) Expenditure and receipts, September 2017**

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

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

**(b) Expenditure to date, October 2017**

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

**That the Payments report for September 2017 be approved.** (Annex F).

*[Cllr Edge left the meeting at 21:00]*

**(c) Estimates 2017/18**

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

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**That the Estimates report be accepted. (Annex G).**

**(d) Minutes of the Finance Committee**

The minutes of the Finance Committee meeting held on 18 October 2017 were received (Annex H).

**(e) Precept 2018/19**

Any proposals for new expenditure in 2018/19 should be submitted to the Town Clerk in writing before the Precept meeting on 14 November 2017. (Annex I)

**(f) Grant award**

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

**To approve the award of a grant of £500 to Bradfield Cricket Club.**

**9 REPORTS FROM COMMITTEES AND EXTERNAL ORGANISATIONS**

**(a) Development and Amenities Committee**

The minutes of the meetings held on 18 July and 19 September were received.

**(b) Media and Information Committee**

The minutes of the meetings held on 13 June and 6 July 2017 were received.

**(c) Reports from Committee Chairs**

Cllr Harris had negotiated a quote for the installation of a second path to the new playground at Woodville, as previously agreed by the Council. This would allow access for disabled park users from the Debenne Road side of the park.

**10 FORTHCOMING MEETINGS AND EVENTS**

The following meetings and events were scheduled:

- a. Tuesday 7 November 2017 – Media & Information Committee
- b. Tuesday 14 November 2017 – Precept Meeting (following Planning Committee)
- c. Tuesday 14 November 2017 – Development and Amenities Committee (following Precept)
- d. Saturday 25 November 2017 – Christmas Lights Switch On

**11 CORRESPONDENCE**

The Town Clerk referred to the email from NNDC Electoral Services regarding Precept setting, which had already been circulated. The Town Clerk reported that he had been in contact with the Highway Engineer and the Borough Council of Kings Lynn and West Norfolk Parking Operations team to raise concerns about obstructive parking at the junction of Market Place and Kings Arms Street on market days.

**12**    **ITEMS FOR NEXT AGENDA**

- Dog wardens

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