



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 29 September 2020, Virtually by Zoom Conference

Present:

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

District/County Cllr: Cllr Seward; Cllr Lloyd, Cllr Gay

Town Clerk: Ms Shields

Members of Public: None

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Gotts (ill), Cllr Harris (Work)

2. DECLARATIONS OF INTEREST

Personal interests: Cllr Felstead - item 16.1 'Town Clerk Job evaluation from NALC & SLCC'; Cllr Heinrich - item 9 'Planning'

Pecuniary interests: None

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

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

3.1. As proposed by Cllr Wright and seconded by Cllr Sims, it was **RESOLVED** that the minutes of the **Virtual Council Meeting held on 28 July 2020 be agreed as a true record** (add to 7.1 to approve CCTV at New Rd if we can keep the Tree)

3.2. As proposed by Cllr Fryer and seconded by Cllr Murphy, it was **RESOLVED** that the minutes of the **Virtual Council Meeting held on 20 August 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 report from a member of the public concerning:


- No members of the public where present

6. TO RECEIVE MONTHLY REPORTS

6.1. District & County Councillors (verbal)

Cllr Seward – County/District Councillor

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- Sunday Markets – won't budge on pricing and will charge for every Sunday Market
- Weather over the weekend – has been horrific, over 200 trees came down, highways are very busy and flushing of drains might be required
- Wetherspools – are apparently still interested and on hold, this is news to NNDC as they are trying to chase wetherspools up for a definitive answer, they've heard nothing since May 20
- Market Place restrictions – have been reviewed as at end of Sept and are asking to keep existing arrangements the same to review again at end of Nov. Lloyds are not going to be changing their opening hours or their queuing system

Cllr Lloyd – District Councillor

- Electric Charging points at Vicarage Street Car-Park – Sainsburys have been slow to respond, but now progressing
- Trees – Groundsman to contact Nigel as to where to plant new trees
- 2 positions being advertised to help NNDC through the climate change

6.2. Mayors Report

- New defibrillator being fitted outside the Bluebell Public House 12.10.20

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

7.1. To discuss Market Place restrictions in accordance with Government Covid Guidelines

Restrictions were reviewed as end of September and it was unanimous in keep restrictions as they are and see if we can change or remove the plastic barriers outside Corals

As proposed by Cllr Felstead and seconded by Cllr Murphy, it was **RESOLVED to recommend that the restrictions stay in place as they are and review again at the end of Nov**

The Chair decided to merge 7.2 & 7.3 as they are inter-dependent Cllr Hester & Cllr Melville were against this decision

7.2. To consider changing Personnel & Governance Committee (P&G) &

7.3. To adopt new Standing Order 4g (P&G)

'Councillors who have a relative/partner employed by the Town Council cannot be a member of the Personnel Committee, or Chair any Committee when the relative/partner is Lead Officer'

It was discussed that if Cllrs can't be on Personnel & Governance, that Governance should go back to Full Council. There could possibly be a Full Council meeting purely for Policies & Procedures

As proposed by Cllr Murphy and seconded by Cllr Heinrich, it was **RESOLVED to change the Personnel & Governance Committee to the Personnel Committee, return Governance to Full Council and adopt Standing Orders 4g 'Councillors who have a relative/partner employed by the Town Council cannot be a member of the Personnel Committee, or Chair any Committee when the relative/partner is Lead Officer'**. Starting from May 21

Cllr Hester & Cllr Melville voted against

7.4. To consider survey

7.4.1. Byelaws – not enough information was available, so this was deferred to next meeting. Councillors to send any ideas for the survey to Cllr Wright within the next 2 weeks

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7.4.2. Precept – questions on survey were approved. It was decided to wait for the byelaws survey and distribute both surveys together

As proposed by Cllr Wright and seconded by Cllr Murphy, it was **RESOLVED to agree the Precept Survey and defer the Byelaws survey to the next meeting.** Both surveys to be distributed together

7.5. To discuss neighbourhood plan and if still required

Councillor Heinrich explained that NNDC's local plan is now quite close to what the Town Council want from the development. If we cancel the Neighbourhood plan which could take at least 2 years and cost us more than £10k, we could move forward with the Western extension development group. This group is working closely with NNDC and the Community Plan Consultants, funding for this would be applied for from the Ministry of Housing, Communities & Local Government (MHCLG) and not the Town Council

As proposed by Cllr Heinrich and seconded by Cllr Bull, it was **RESOLVED to not continue with the Neighbourhood Plan**

7.6. To adopt website statements

7.6.1. General Privacy Statement

7.6.2. Accessibility Statement for Website

As proposed by Cllr Heinrich and seconded by Cllr Felstead, it was **RESOLVED to adopt the General Privacy & Website Accessibility Statements**

7.7. To agree repairs to Town Sign

It was agreed to ask for the price and source 2 more quotes

7.8. To agree meeting dates until May 2021 due to Covid

As proposed by Cllr Murphy and seconded by Cllr Felstead, it was **RESOLVED to agree the proposed**

7.9. To consider a new Town Guide for 2021, usually done every 2 years

As proposed by Cllr Bull and seconded by Cllr Wright, it was **RESOLVED to agree to a new Town Guide**

7.10. To consider replacing members to Committees to replace Councillor Jackson:-

7.10.1. Planning

Cllr Fryer was proposed by Cllr Bull & seconded by Cllr Murphy

It was **RESOLVED Cllr Fryer was the new member of Planning**

7.10.2. Development & Amenities

There were not enough members present to be able to appoint a new member to the Committee that wasn't already on the committee

7.10.3. Personnel

Cllr Melville was proposed by Cllr Hester & seconded by Cllr Fryer

Cllr Murphy was proposed by Cllr Bull & seconded by Cllr Wright

Cllr Fryer was proposed by Cllr Felstead & seconded by Cllr Gray



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After a vote of 3,4,2, it was **RESOLVED** that Cllr Murphy was the new member of Personnel

7.11. To consider replacing External Representative to Pools Allotment to replace Cllr Choudhury

It was discussed that as we already had 2 representatives on Pools Allotment it was not necessary to appoint another representative

8. **FINANCE**

8.1. To approve income and expenditure for July 2020

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

8.2. To approve income and expenditure for August 2020

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

8.3. To approve expenditure up to 22 September 2020

As proposed by Cllr Heinrich and seconded by Cllr Wright, it was **RESOLVED** to approve expenditure up to 22 September 2020

8.4. To consider purchasing a bowser for NWIB instead of a donation

It was discussed to add part of next year's donation to this year's donation of £2,500 to purchase a Bowser and donate to NWIB

As proposed by Cllr Murphy and seconded by Cllr Wright, it was **RESOLVED** to purchase a Bowser for NWIB

8.5. To consider grant for Christmas Lights £250

As proposed by Cllr Heinrich and seconded by Cllr Felstead, it was **RESOLVED** to Donate £250 to the Christmas Lights

9. **PLANNING**

9.1. Paston Park, Station Rd, PO/20/1251 - Erection of 54 dwellings

It was discussed that they had not listened to our concerns after their presentation, and they are not even considering widening Station Rd. There would probably be too much traffic for the rd.

As proposed by Cllr Hester and seconded by Cllr Bull, it was **RESOLVED** to object to the application

10. **CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY**

10.1. Attendance % sheet

10.2. Latest Police newsletter

10.3. Delegated powers for July/August

10.4. Councillor Jackson has resigned

11. **UPDATES**

11.1. Planning for the Future - Would mean many developments wouldn't require planning permission

11.2. Vehicle Compound – Hardstanding is done, the roof is going on

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12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 12.1. Personnel & Governance – 29 July 2020
- 12.2. Planning Delegated Powers – July 2020
- 12.3. Development & Amenities – 4 August 2020
- 12.4. Planning meeting – 25 August 2020
- 12.5. Planning Delegated Power – August 2020
- 12.6. Personnel & Governance – 7 September 2020
- 12.7. Development & Amenities – 8 September 2020

13. DATES OF FORTHCOMING MEETINGS AND EVENTS

- 13.1. Media & Information Committee – Tues 13 Oct 2020, 18.30 by virtual conferencing on Zoom
- 13.2. Full Council – Tuesday 27 October 2020, 18.30, by virtual conferencing on Zoom

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

- Cooking demonstration – remove not heard anything
- Local Council Award Scheme
- Vehicle Compound update
- Pete Edge is no longer a Councillor as of 6 September 20 due to 6 months non-attendance and no apologies/correspondence been received

15. DATE OF NEXT MEETING

27 October 2020

16. TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 for confidential matters

16.1. Town Clerk Job evaluation from NALC & SLCC (P&G)

The evaluation numbers were discussed and agreed by all Councillors

As proposed by Cllr Bull and seconded by Cllr Heinrich, it was **RESOLVED** to accept the recommendation as agreed by Personnel

Cllr Melville abstained

Cllr Hester objected

16.2. Market hours and expenditure (P&G)

It was discussed to defer discussion of Sunday Markets to D&A

16.3. Poppies/Pavilion

As proposed by Cllr Bull and seconded by Cllr Heinrich, it was **RESOLVED** that Cllr Wright should email everyone, and Councillors to get back to him with any new ideas

The meeting closed at 20.30

Initials..... *LB*

Date:..... *5/10/20*