

NORTH WALSHAM TOWN COUNCIL
26 July 2016

Minutes of the Meeting of the Town Council held on 26 July 2016

Chair: Cllr B Hester

Town Councillors Present:

Cllr G Bull	Cllr A Canham
Cllr F Choudhury	Cllr P Edge
Cllr A Fryer	Cllr J Melville
Cllr R Murphy	Cllr R Sims
Cllr S Stuckey	Cllr A Thirtle
Cllr B West	Cllr E Wheeler
Cllr J Witte	

County Councillors Present:

Cllr E Seward

District Councillors Present:

Cllr V Gay	Cllr E Seward
Cllr V Uprichard	

The meeting opened at 19:00

Part I: Open to the Press and Members of the Public

1 ADMINISTRATIVE MATTERS

(a) Declarations of Interest

None were declared.

(b) Apologies for Absence

Apologies were received from Cllr Turner and District Cllr Lloyd.

(c) Minutes of the Town Council meeting held on 26 April 2016

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

That the minutes of the meeting held on 28 June 2016 were a true record of the meeting and that they be signed by the Town Mayor.

2 ADJOURNMENT OF MEETING TO ALLOW PUBLIC PARTICIPATION

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

That the meeting be adjourned in accordance with Standing Order 1.5 to 1.8, in order to allow contributions from North Walsham Police, District Councillors and members of the public.

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(a) Crime report

Crime report for the period 30 May to 28 June and 28 June to 26 July 2016 had been received (Annex A). The Town Clerk would ask the police if any of the public order offences related to the War Memorial Park. In the absence of a police representative, Members were asked to pass any questions on the reports to the Town Clerk. A brief report was given to Members about the incident on Vicarage Street Car Park on 23 July 2016.

(b) Reports from District and County Councillors

A written report from County and District Cllr Seward can be found at Annex B, with a summary of further verbal reports from District Councillors.

(c) Public participation

No members of the public were present. As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

That the meeting be reconvened.

3 REPORTS FROM THE TOWN MAYOR AND DEPUTY MAYOR

Details of events and meetings attended by the Town Mayor are at Annex C. In addition, the Town Mayor reported that the 'Food on the Hill' event had been very successful, and that he had suggested that Pubwatch share its list with the organisers ahead of future events. The Deputy Mayor reported on the visit to Drury's on 21 July 2016, noting that it was very informative.

The town centre business visits had been productive. Most businesses were onside with what was going on, although the usual complaints about issues outside Town Council control had been raised. There had been insufficient time on the day to accommodate the Industrial Estate, but it was acknowledged that many businesses were at the Norfolk Show. A separate open evening would be organised, particularly targeting any businesses that had been missed.

4 ITEMS REQUIRING DECISION

(a) Pigeon nuisance

Staff had been asked to go through Council records to find the supplier of the anti-bird paste used in about 2012. NNDC Planning had on 29 June 2016 served a Section 215 Notice on the owner of 2 Market Street, which backs onto the new public space and appeared to be the source of the pigeon problems. As well as a number of repair and maintenance issues relating to the upkeep of a listed property, the notice included provisions for pigeon-proofing of the building. Work had already commenced on the site. The owner had four months from the date of issue of the notice to ensure full compliance.

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(b) War Memorial Park: replacement playground equipment

The Town Clerk advised Members of the outcome of the RoSPA safety inspection report, which had failed four items and recommended immediate replacement of two slides. Due to the concerns raised, these had been decommissioned as soon as the reports had been read and would be removed as soon as the necessary equipment was available. As proposed by Cllr Seward and seconded by Cllr Melville, it was **RESOLVED**

That authority be delegated to the Town Mayor and Town Clerk to progress the issue and replace the slides as soon as possible during Recess.

(c) Devolution consultation

It was concluded that devolution would have an impact on town and parish councils, and therefore the Town Council itself should respond. The timing of the consultation was poor, as it included Recess. As proposed by Cllr Hester and seconded by Cllr Bull, it was **RESOLVED**

That a special meeting be held during Recess to discuss this.

5 COUNCIL RECESS, August 2016: Delegated powers

As proposed by Cllr Canham and seconded by Cllr West, it was **RESOLVED**

That delegated powers be given to the Town Mayor, Deputy Mayor and Town Clerk to take appropriate decisions on behalf of the Council during August Recess.

6 ITEMS FOR INFORMATION

(a) Relocation

NNDC had provided an update on progress at the Registry Office, which had been circulated to Members. There had subsequently been further contact suggesting that internal work could be completed by mid-August, with a move by the end of August a possibility. The main obstacle to a move would be the telephone and internet links. An updated building report would be requested, particularly focusing on the asbestos present, although it was noted that legislation did not require this to be removed. It was also noted that new kitchen and toilet facilities would not be complete before an early move. Members therefore agreed that it should be left to the Town Mayor, Deputy Mayor and Town Clerk to decide, in consultation with staff.

(b) Park noticeboards

About With Friends had visited the War Memorial Park on 14 July to investigate whether the Council's requirements could be met by (a) the group's workshop and (b) its members. It had been agreed that the requirement could be met, and About With Friends would submit a quote for four new noticeboards. The Town Clerk would investigate business sponsorship

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(c) RoSPA Play Area Safety Reports

The essential items had been discussed at Item 4(b) above. The full reports were available for Members to view on request.

(d) St Nicholas Court

The Town Clerk provided a verbal update on the Crown Estate response to his letter of 13 July 2016 written on behalf of the Council. The response explained the concept of escheat, and that the Crown Estate was unable to gift land from which other parties (ie businesses) might benefit. The response had acknowledged the issues raised in the Town Clerk's letter, and noted that interest had been expressed by Regenerate North Walsham. It had concluded by indicating that the Crown Estate treated such cases sympathetically and that a sale at a "nominal consideration" might be possible in this case, given the issues raised. It was agreed that the matter would be returned for a full discussion following Recess.

(e) Market Cross

NNDC was responsible for the benching around the Market Cross, and had again been chased for action. The Town Clerk had received replies from two conservation builders interested in investigating the project and providing a report, and had spoken to former Cllr Spencer about the practicality of having a removable stage built for events/performances at the Cross.

(f) Councillor training

The Town Clerk was speaking to Norfolk Parish Training & Support about on-site new councillor, refresher and chairmanship training in September.

7 PLANNING COMMITTEE

The minutes of the meetings held on 28 June and 12 July 2016 were received

8 FINANCE

(a) Payments and receipts

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

That the reports for July 2016 to date and for the period to end June 2016 be approved.

(b) Part-month payments to date reports

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

That the part-month expenditure reports previously requested by the Council were no longer required.

(c) Internal finance checks

As proposed by Cllr West and seconded by Cllr Stuckey, it was **RESOLVED**

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That these checks be carried out at least every six months, and that there should be a minimum of two per year.

9 REPORTS FROM OTHER COMMITTEES AND GROUPS

(a) Personnel & Grants Committee

The minutes of the meeting held on 14 June 2016 were received.

(b) Markets Group

The minutes of the meeting held on 16 June 2016 were received.

(c) Development & Amenities Committee

The minutes of the meeting held on 21 June 2016 were received.

(d) Funday Committee

The minutes of the meeting held on 21 June 2016 were received.

(e) Update from the Regenerate North Walsham representative

RNW would soon be changing from a constituted body to a Community Interest Company. Cllr Witte had been asked to become a director, and did not see a conflict of interest. The group had a number of activities in the pipeline, including:

- Further 'Food on the Hill' events
- A food festival
- The fireworks display, which this year would be held at Millfield School (lessons had been learned from last year's display, and the group had been in contact with local vets)
- North Walsham Half Marathon, which was due to be held on 28 May 2017 starting in the War Memorial Park along with a park run for younger runners.

St Nicholas Court was a key issue for the group. Cllr Witte was asked to provide his reports in writing in future so they could be included on the agenda and circulated to members in advance.

10 FORTHCOMING MEETINGS AND EVENTS

The following meetings had been arranged for April and May 2016:

- a. Wednesday 27 July 2016 – Fun Fair opens at War Memorial Park
- b. Sunday 31 July 2016 – Funfair departs
- c. Change to Circus Tyanna dates: now w/c 22 August (tbc)

11 CORRESPONDENCE

The following items had been received:

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- An anonymous letter had been received on 18 July 2016 regarding the burger van at Station Approach. It was noted that the real issue was the expansion of the timber yard, which was forcing the van to move. It was thought the van was up for sale, so this may not be a long-term issue. The letter had been forwarded to Highways and NNDC.
- The Local Government Boundary Commission had written on 28 June 2016 setting out the details of the electoral review of North Norfolk District Council. Members were invited to submit comments to the Town Clerk so that a response on behalf of the Council could be submitted. It was agreed that this could impact on the Council, especially if dual-member wards were reduced to single-member wards and the boundaries altered to equalise the electorate across the new wards – as the Town Council's wards were aligned to these, there could be some changes at the lower tier of local government. The consultation closed on 5 September 2016
- Members were reminded of the SLCC visit to Buckingham Palace State Rooms on 23 September 2016, and were asked to contact the Town Clerk if they were interested.
- The Local Policing Commander, Insp John Burke, had written on 19 July 2016 with an update from the Safer Neighbourhood Team following its meeting on 13 July 2016. The next meeting of SNT would be on 21 September at the Atrium.
- Given the ongoing work on new bin provision, the Town Clerk noted the receipt of the latest newsletter from Broxap bin manufacturers.

12 **ITEMS FOR NEXT AGENDA**

St Nicholas Court
Litter and dog waste bins
Hedge/verge cutting

The meeting closed at 20:35