

NORTH WALSHAM TOWN COUNCIL
13 December 2016

Minutes of the Meeting of the Town Council held on 13 December 2016

Chair: Cllr B Hester

Town Councillors Present:

Cllr G Bull	Cllr A Canham
Cllr Choudhury	Cllr P Edge
Cllr A Fryer	Cllr Melville
Cllr M Seward	Cllr R Sims
Cllr S Stuckey	Cllr D Turner
Cllr B West	Cllr E Wheeler

District Councillors Present:

Cllr E Seward

County Councillors Present:

Cllr E Seward

The meeting opened at 19:00.

Open to the Press and Members of the Public

1 ADMINISTRATIVE MATTERS

(a) Declarations of Interest

None were raised.

(b) Apologies for Absence

Apologies were received from Cllrs Murphy and Witte, and from District Cllr Lloyd.

(c) Minutes of Town Council meetings

It was noted that the web URL provided Cllr Witte to the Norfolk Constabulary crime map for North Walsham was out of date and that the locations were questionable. Following on from the discussion of cemetery fees, the Town Clerk was asked to monitor the position regarding the business rates demand for the cemeteries, as some councils had seen increases of several hundred percent.

Following correspondence on the street naming item, it was agreed that clarification was needed from NNDC. As proposed by Cllr West and seconded by Cllr Stuckey, it was **RESOLVED**

That the Town Clerk be asked to write to NNDC to clarify a comment that suggested predetermination of the Persimmon Homes development application for Norwich Road.

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

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That the minutes of the meeting held on 29 November 2016 be signed by the Town Mayor as a true record of that meeting.

2 ADJOURNMENT OF MEETING TO ALLOW PUBLIC PARTICIPATION

As proposed by Cllr Stuckey and seconded by Cllr Choudhury, 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.

(a) Crime report

No report was available for the two week period since the last meeting. A letter had been received from Sgt Perretta inviting the Town Clerk to a meeting on 9 January at the Sacred Heart Hall to consider the proposed new crime report, which would bundle parishes together (Annex A). Members expressed concern that information relevant to North Walsham would not be available, particularly relevant if the crime map was out of date. The Town Clerk had already written to local beat officers to seek assurance that data on individual towns and parishes would still be available.

(b) Reports from District and County Councillors

County and District Councillor E Seward gave a verbal report (see Annex B), and a written report from County Cllr Seward, can be found at Annex B.

(c) Public participation

With no members of the public present, as proposed by Cllr Sims and seconded by Cllr Seward, 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 and Deputy Mayor are at Annex C.

4 ITEMS REQUIRING DECISION

(a) Events at War Memorial Park in 2017

A request had been received from RNW to hold two events on War Memorial Park during 2017 – a music festival on August Bank Holiday weekend to be held on the park, and for use of the park as the viewing and side entertainment site for the November 2017 fireworks display (with the high school to be used as the launching site). Members raised concerns about a possible impact on North Walsham Live Aid, although it was acknowledged that this was a different time of the year. There were concerns about fireworks in the proximity of the pavilion, although a professional team would be

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running the display and would be able to control direction etc. As proposed by Cllr West and seconded by Cllr Bull, it was **RESOLVED**

To agree in principle subject to the correct insurances being in place and subject to receiving full details in advance.

(b) Signs for the dog exercise area

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

That the quote from Structure-Flex to produce two signs at a cost of £98 be accepted.

(c) Town Council Calendar 2017

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

That the draft calendar be agreed and published.

(d) Markets Group

As proposed by Cllr Hester and seconded by Cllr Canham, it was **RESOLVED** by majority vote

That Cllr Murphy be appointed to the Markets Group.

5 ITEMS FOR INFORMATION

(a) Bus interchange

The Town Clerk had written to Norfolk County Council setting out concerns about the delays.

(b) Manor Road street lighting

The tree surgeon had reported a delay until the new year, due to the non-availability of a cherry picker required to access the branches that need to be removed before remedial work on the lights and cabling could be carried out.

6 FINANCE

(a) Expenditure and receipts

Some formula corrections were needed prior to approval of the reports. As proposed by Cllr West and seconded by Cllr Sims, it was **RESOLVED**

That the reports be returned to the next meeting, but in the meantime payments would be made under delegated powers to ensure timely payment.

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7 REPORTS FROM COMMITTEES AND EXTERNAL ORGANISATIONS

(a) Markets Group

The minutes of the Markets Group meeting held on 3 November were received.

(b) North Walsham In Bloom

Cllr West had attended the NWIB AGM on 12 December. The group had concerns as some people were withdrawing sponsorship, leaving the group spending more than it was receiving. However, the number of volunteers had increased.

(c) Pubwatch

The Town Mayor had nothing to report from the most recent meeting.

(d) Poor's Allotment Charity

Cllrs Canham and Seward had been attending meetings of the Charity but were unable to report details.

8 FORTHCOMING MEETINGS AND EVENTS

The following meetings had been arranged:

- a. Thursday 15 December 2016: Communications meeting (Media & Information)
- b. Thursday 5 January 2017, 18:30: Media & Information Committee
- c. Thursday 12 January 2017, from 18:00: Personnel & Grants Committee, followed by Development & Amenities Committee
- d. Thursday 2 February 2017: Markets Group

9 CORRESPONDENCE

The following items were received:

- Email from NW Air Training Corps seeking Council support for a project to co-locate the ATC with the Army Cadet Force at North Walsham High School. As proposed by the Town Mayor and seconded by Cllr Stuckey, it was **RESOLVED**

To ask the Town Clerk to write to the ATC expressing the Council's support for the project.

- Email from Mr Glynn Burrows regarding a proposed Community Business Hub
- Email from Rebecca Matthews (RNW) advising of a second stage grant application for the social history element of the St Nicholas Court Renovation Project.
- Email from the Highway Engineer advising of a scheduled visit by the Highway Inspector, and asking for details of any maintenance works needed in the town.

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- Email from Russell Tanner (NNDC Assets & Property Programme Manager regarding vehicles on the York stone area at 4/4a Market Street.
- Email from Wendy Richardson (Assistant to Steve Cheshire, CEO of Citizens Advice Norfolk) thanking the Council for its cheque for £4,000 towards training a benefits specialist advisor to be based at North Walsham.
- Email from Mr Graham Jones seeking information relating to the Town Council's relationship with RNW, submitted under the Freedom of Information Act 2000.
- Email from Wendy Richardson (as above) confirming the official opening of the North Walsham Citizens' Advice Office at St Nicholas Court – between 2pm and 4pm on Tuesday 10 January 2017.
- Email from the Local Government Boundary Commission for England setting out the recommendations from the Electoral Review of North Norfolk.
- Email from the Highway Engineer confirming arrangements for provision of grit bins, following an earlier enquiry from Walsham Grange Care Home.
- Letter from Cllr Tom FitzPatrick seeking nominations for the North Norfolk Big Society Awards.
- Email from NorfolkALC advising on the whole of England Avian Influenza Prevention Zone.
- Email from Matt Smith (North Walsham Play) setting out the moneys raised to date, and showing the expectation of reaching the target funding for Woodville in mid-January 2017. As proposed by the Town Mayor and seconded by Cllr Turner, it was **RESOLVED**

To ask the Town Clerk to write to Mr Smith expressing the Council's thanks for steering this project successfully.

- Email from Oliver Corri (NNDC Electoral Services) asking if the Council required poll cards for the forthcoming election, and advising that there was no legal requirement to have them.
- Email from the Town Clerk to the Personnel & Grants Committee advising of electrical works to be carried out at the Registration Office on Monday 19 December, which will mean no power for at least two hours during the morning. Members agreed with the Town Clerk's proposal that junior staff would have the day off as there would be no IT, phones or heating.
- Christmas card from Rt Hon Norman Lamb MP, addressed to the Town Council, thanking it for all it does.

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10 **ITEMS FOR NEXT AGENDA**

Street furniture (bench) for 4/4a Market Street
Name for 4/4a Market Street
Lighting in Black Swan Loke
Volunteer award
Footpaths in North Walsham

EXCLUSION OF THE PUBLIC AND PRESS

As proposed by Cllr Murphy and seconded by Cllr Stuckey, 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.

11 **Town Crier**

Members discussed the role of the Town Crier.

Honoraria

The honorarium awarded to the clock winder was referred for review by the Personnel & Grants Committee.

Cemetery Lodge

A query relating to the lease on the Cemetery Lodge was referred to the Personnel & Grants Committee.

Grant Application

As the Personnel & Grants Committee was not due to meet until the New Year, the Town Mayor allowed dispensation for the full Council to consider a new application from the North Walsham & District Historical Society to support the costs of moving and storing heritage items. As proposed by Cllr West and seconded by Cllr Sims, it was **RESOLVED**

That the application be approved and £500 be awarded to the North Walsham & District Historical Society

The meeting closed at 20:55.

Cllr Edge reminded Members prior to departure that he was sponsoring a "Hunt the Swan" competition to raise funds for the Town Mayor's charities. A report would appear in the local press this week.