

NORTH WALSHAM TOWN COUNCIL
Minutes of the meeting of the Town Council held on 24 November 2015

Town Mayor: Mrs B West

Town Councillors Present:

Cllr G Bull	Cllr M Seward
Cllr A Canham	Cllr S Stuckey
Cllr A Fryer	Cllr A Thirtle
Cllr B Hester	Cllr D Turner
Cllr J Melville	Cllr E Wheeler

District Councillors Present:

Cllr N Lloyd
 Cllr E Seward

County Councillors Present:

Cllr E Seward
 Cllr J Timewell

The meeting opened at 19:00

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

12536

1 ADMINISTRATIVE MATTERS

a) Declarations of Interest

No interests were declared.

12537

b) Apologies for Absence

c) Apologies were received from Cllr Choudhury and Cllr J Witte. 12538

d) Minutes of the Town Council Meeting held on 27 October 2015

12539

The following questions were answered:

- i. The defibrillator had not been collected
- ii. Meeting on car parking was in hand
- iii. The Community Action Norfolk meeting on 4 December 2015 would run from 15:00 to 17:00 in Aylsham Town Hall
- iv. Communities Can – details were on email circulated
- v. Members were summoned to Committee Meetings under new Standing Orders

Subject to the above matters being followed up, it was **RESOLVED**

That the Minutes of the Meeting held on 27 October 2015 be accepted as a true record of the Meeting, and be signed by the Town Mayor

B West

- e) Minutes of the Precept Meeting held on 10 November 2015
It was **RESOLVED** by those present on 10 November 2015

12540

That the Minutes of the Precept Meeting held on 10 November 2015 be accepted as a true record of the meeting and be signed by the Town Mayor

2 ADJOURNMENT OF MEETING TO ALLOW PUBLIC PARTICIPATION
It was **RESOLVED**

12541

That the meeting be adjourned in accordance with Standing Order 36.1 to allow contributions from North Walsham Police, District and County Councillors and Members of the Public

a) Crime Report

12542

A report from North Walsham Police can be found at Annex A as presented by PCSO Rob King, who answered the following questions from Councillors:

- i. Comparisons with previous year would be addressed; hopefully relevant data could be extracted from the new system now in use
- ii. Request for crime breakdown into wards was noted and would be investigated
- iii. Period covered 27 October 2015 to date.
- iv. Domestic non-crime did not include assaults.

PCSO King left the meeting at this point.

b) Reports from District & County Councillors

12543

Written reports from D Cllr Lloyd and C Cllr Seward can be found at Annexes B and C. The following issues were highlighted:

- i. Wetherspoons and Consequent Re-location – expectations were high in the town and the Heads of Terms had asked for the current accommodation to be vacated by 31 December 2015. The problems that now exist following the NHS's rejection of NNDC's offer for the Northfield Road property were of serious concern, and it was suggested that the District Council should make an announcement, and that the Town Council should write to Mr Steve Blatch on the matter.
- ii. The County Council's financial position for 2016/17 may become clearer after the Government's autumn statement on 25 November 2015.
- iii. Two by-elections had been held for seats on the County Council, with the result that the composition of the Council was now 41 Conservatives, 1 non-aligned Conservative, 42 Others.
- iv. Correspondence on removal of street lights on Norwich Road – C Cllrs would support a request from the Town Council to have the relevant County Council Officer attend a Council meeting to talk through the issues

c) Public Participation

12544

Judy Robinson addressed the Town Council on the "Good Neighbour" Scheme that offered volunteer support and advice. Since the launch at the September Sunday market 58 requests from 33 different people had been received, some for information, some had been passed on to other agencies, some had been withdrawn following offers of assistance elsewhere, and 1 person had died. All 16 current volunteers had

B. West

been trained, and DBS checked, and information was widely available in the town. Regenerate North Walsham had provided meeting room facilities and a laptop would be purchased with a grant from NNDC Big Society fund. Application would be made to the Town Council grant scheme. It was confirmed that a link could be provided from the Town Council website to the Good Neighbour site currently in preparation.

Mr White praised the Christmas Lights volunteers for their work and North Walsham in Bloom for the work they had undertaken in the Town. He sent good wishes to Cllr A Canham for her continuing work in the future.

Mr White expressed concerns on behalf of town businesses on the length of time required for road closures for preparation for the Christmas lights event on 28 November. Following representations last year, he had been assured it would not happen again. However, two letters had been received this year, one to advise of the road closures and the second for a donation coupled with a request to open late. He was re-assured that volunteers on the barriers would allow shoppers through at all times.

Mr White reminded the Town Council that David Hines, the hand cart refuse collector who works for Kier was retiring at the end of December and may be the Town Council could present him with something as he had kept the Town spick and span for years especially the market place.

Following these contributions it was **RESOLVED that the meeting be reconvened**

3. **REPORTS FROM THE TOWN MAYOR AND DEPUTY MAYOR** 12544
The Town Mayor's Report can be found at Annex D, and was noted.
4. **ITEMS REQUIRING DISCUSSION/DECISION**
 - a) **Local Plan 2016-36: discussion of potential site allocations** 12545
The Town Mayor advised that representatives from NNDC would be willing to attend a meeting. It was **RESOLVED**
to make arrangements with NNDC and defer this item to the January 2016 meeting of the Town Council
 - b) **New Standing Orders as recommended by Personnel & Grants Committee** 12546
It was **RESOLVED**
To discuss this item in Part II of the meeting
 - c) **New Co-option Guidance** 12547
As the Town Clerk was absent this was deferred to the next Town Council Meeting.
 - d) **Co-ption Timetable** 12548
As the Town Clerk was absent this was deferred to the next Town Council Meeting.
 - e) **CCTV System** 12549
Following failure of the old system in all 3 towns (North Walsham, Sheringham and Fakenham) the new system had been installed and was working, with login detail awaited.

BW

- f) Office Opening over Christmas and New Year 12550
It was **RESOLVED**

That the Town Council office would be closed from 12:30 on Thursday 24 December 2015, and re-open at 09:30 on Monday 4 January 2016

5. ITEMS FOR INFORMATION ONLY 12551

- a) Report on Visit by Commonwealth War Graves Commission Representative

The visit had been made following concerns about vehicles driven over graves to access the shed. This had been rectified by re-routing.

- b) Update on Re-location 12552

Refer to District Council Report Annex B.

- c) Neighbourhood Plan Costs 12553
It was **RESOLVED**

To circulate the information received from Holt Town Council and Cringleford Parish Council and consider at a later date

- d) Christmas Shop Window Competition 12554

Cllr Melville updated members on arrangements for judging and prizes for the Christmas Shop Window Competition.

6. FINANCE

- a) Payments & Receipts for October 2015 and Payments for the period to 20 November 2015 12555

It was **RESOLVED**

To approve the reports previously circulated for October 2015 and to 20 November 2015

- b) Precept 2016/17 – Further Items for Consideration 12556
It was **RESOLVED**

To consider replacement parks/cemetery equipment following receipt of a report from Cllr Bull, and to request an extension of time from NNDC for submission of the precept form

- c) Initial Precept Calculation 12557
It was **RESOLVED**

To defer this item to the next meeting

- d) Bank Account Signatories 12558

Following difficulties with NatWest, it was necessary to re-submit all mandates. The Town Mayor requested that Julie Shields be added as a signatory to assist in negotiations with the Bank.

It was **RESOLVED**

That mandate forms be re-submitted and Julie Shields be added as a signatory to the Town Council's bank accounts

Bull

7. PLANNING COMMITTEE

12559

Minutes of the Meetings held on 27 October and 10 November 2015 were received and adopted.

8. REPORTS FROM OTHER COMMITTEES AND GROUPS

12560

a) Market Meeting held on 7 October 2015

Minutes of the Market Meeting held on 7 October 2015 were received and adopted. It was advised that Hi-Vis workwear was available from the office, and should be returned there as soon as possible after use.

9. DATES OF FORTHCOMING COMMITTEE MEETINGS AND EVENTS

The following dates were noted:

12561

- a) 25 November 2015: Visit from NNDC to check old UDC records in basement
- b) 26 November 2015 : Planning Workshop at Bodham
- c) 28 November 2015: Christmas Lights Switch-On & Street Fair -
- d) 4 December 2015: Community Action Norfolk discussion event on Norfolk's rural economy, at Aylsham Town Hall, 3-5pm
- e) 9 December 2015: Neech Loan Fund Trustees
- f) 14 December 2015 – Personnel & Grants Committee 18:30
- g) 15 December 2015: Final Planning Committee and Council meetings for 2015

10. CORRESPONDENCE

a) Highways matters

Refer to District & County Council reports.

12562

b) Proposal to Remove some Street Lights on Norwich Road

12563

The Town Council had received a letter from Norfolk County Council and was apparently the only consultee. C Cllr Seward emphasised the importance of careful consideration of the issue, and C Cllr Timewell had suggested representations with a request for a County Council officer to attend a Town Council meeting.

It was **RESOLVED**

To ensure that all Councillors had a copy of the correspondence and to request attendance from the appropriate County Council officer at the next meeting

11. ITEMS FOR NEXT AGENDA

12564

Items addition to those referred to above should be submitted to the Town Clerk.

EXCLUSION OF THE PRESS AND PUBLIC

12565

It was **RESOLVED**

That due to the confidential nature of the matters to be discussed, the Press and members of the public be excluded from the meeting as per Standing Order 36.5

BWest

Part II: Press and Members of the Public Excluded

12. Registration of Council Land

12566

It was **RESOLVED**

To approve payment to the Land Registry in the sum of £60 plus VAT for documentation relating to Bluebell Pond

13. Minutes of Personnel & Grants Committee Meeting held on 4 November 2015

Minutes were received, and approval of the action related to Standing Orders was highlighted.

12567

It was **RESOLVED**

To adopt the Minutes of the Personnel & Grants Committee Meeting held on 4 November 2015

14. MEETING WITH THE TOWN CLERK ON 11 NOVEMBER 2015

The Town Mayor reported on the meeting and action taken following advice from relevant bodies.

12568

It was **RESOLVED**

To accept the Town Mayor's report and to respond to all individual correspondence with the condition that the Town Council considered the matter closed and would not enter into further correspondence. Also that procedures for moderating comments on social media would go through the Media Committee

There being no further business, the Town Mayor closed the meeting at 20:27

B West