

NORTH WALSHAM TOWN COUNCIL
15 December 2015

Minutes of the meeting of the Town Council held on 15 December 2015

Town Mayor:

Mrs B West

Town Councillors Present:

Cllr G Bull

Cllr A Thirtle

Cllr A Fryer

Cllr D Turner

Cllr B Hester

Cllr E Wheeler

Cllr J Melville

Cllr M Seward

Cllr J Witte

Cllr S Stuckey

District Councillors Present:

Cllr V Gay

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

1 ADMINISTRATIVE MATTERS

a) Declarations of Interest

No Interests were declared.

b) Apologies for Absence

Apologies were received from Cllr Canham and Cllr Choudhury

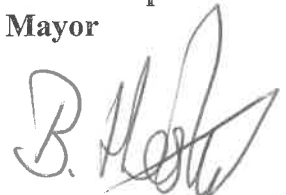
c) Minutes of the Town Council Meeting held on 24 November 2015 & ExtraOrdinary Meeting held on 27 November 2015

The following questions were answered from the 24 November 2015 meeting:

- i. There was no further information on Wetherspoons
- ii. North Walsham in Bloom to arrange something for David Hines
- iii. Additional Planning Workshops would be arranged by NNDC in 2016.

It was **RESOLVED**

That the Minutes of the Meeting held on 24 November 2015 be accepted as a true record of the Meeting, and be signed by the Town Mayor



NORTH WALSHAM TOWN COUNCIL
15 December 2015

It was **RESOLVED**

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That the Minutes of the ExtraOrdinary Meeting held on 27 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**

That the meeting be adjourned in accordance with Standing Order 36.1 to allow contributions from North Walsham Police, District and County Councillors, Members of the Public and to receive presentation from Matt Worden, Maintenance Projects Manager, Norfolk County Council Community & Environmental Services Department on the Proposal for Removal of Street Lighting on the B1150 Norwich Road

a) Crime Report

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A Report from North Walsham Police can be found at Annex A. There was no officer present and the report was taken as read.

b) Reports from District & County Councillors

C Cllr Seward highlighted the following:

- i. Bypass drains would be fixed between 05:00 and 07:00
- ii. Farman Avenue – he had contacted the Police and advised that Insp. John Burke had now taken responsibility for North Walsham
- iii. Hatfield Garden Centre/Recycling Site – cyclical cleansing had been brought forward due to the amount of standing water
- iv. The footpath on Mundesley Road between Lynfield Road and the funeral directors had been marked up for repair
- v. Litchester Close was no a “No Cold Calling” zone
- vi. Children’s Services – Education – OFSTED welcomed progress made since 2013 although education performance overall in Norfolk was poor.
- vii. Children’s Social Care – the pace of improvement remained unsatisfactory

D Cllr Lloyd highlighted the following:

- i. NNDC pursuing shared services with Gt Yarmouth Borough Council
- ii. 4 Market Street progressing, the Christmas Tree was a very welcome addition

D Cllr Gay added that the relevant officers at NNDC were also pleased with the Christmas tree at 4 Market Street, also that shared services were scheduled for further discussion on 16 December.

D Cllr Seward reported that the Victory Gym had re-opened following refurbishment.

c) Public Participation

Mr Carter sought to reassure the Council on the matter of the burger van at the Station which had been purchased by his son Jamie. All necessary licence applications had been made, together with attempts to negotiate a lease with Abellio to take the former Bluebird Taxi site rather than remain in the present location. The Council was assured that proper arrangements were in place for disposal of rubbish as agreed with NNDC Environmental Health Department. He was keen to work with the Town Council and emphasised that Jamie had been part of the Christmas Lights team. Cllr Seward thanked Mr Carter for bringing the Council up to date, and reiterated that so long as all



NORTH WALSHAM TOWN COUNCIL
15 December 2015

permissions, licences and Environmental Health registrations were in place, the Town Council would have no problem.

Matt Worden, Maintenance Projects Manager, Norfolk County Council Community & Environmental Services Department addressed the Council on the Proposal for Removal of Street Lighting on the B1150 Norwich Road. He summarised events to date:

- i. Norfolk County Council had decided to reduce its carbon emissions by 50% by 2020 across all portfolio areas
- ii. Street Lighting was a major contributor to both energy costs and carbon emissions across its 52,000 lights and 11,000 illuminated bollards and signs
- iii. Part-night lighting was a primary initiative which had achieved savings of £500,000 over the last few years
- iv. Dimming was another alternative – main road lights were dimmed by 20% at night
- v. 6000 LED lights had been installed with money from reserves to replace older lights in residential areas. Cheaper costs of LED lights plus part night lighting achieved significant savings.
- vi. Members had agreed an investment of £2.5m to install LED lights on main roads; each to have its own computer which would dim light as soon as traffic reduced. These were in place on the Trowse bypass and had achieved 50% energy reduction.
- vii. Other sites in the County had been reviewed, for instance Henry Page Road at Aylsham where previous developer funded lights could no longer be justified and following discussions with the Town Council and the local Member, most lights had been turned off. Similarly in Wymondham, where some lights had been turned off on the old trunk road, and also some of the B1150 at Horstead, all with support from local councils and members.
- viii. The current proposal for North Walsham had been discussed with the traffic safety team and amended as reflected on the map. Questions and concerns were invited from the Town Council to be taken back to Members and Senior Officers at NCC.

Questions included:

- i. Concerns that with further development in the area children would be walking to and from school in the dark during the winter months. Mr Worden referred to discussions with C Cllr Seward about the proposed developments and explained the possibilities of developer led lighting.
- ii. Opinion that there were better ways to cut carbon emissions than cutting lighting on the main road to Norwich. Could the lights be exchanged for LED lights as this was a heavily populated residential area?
- iii. Extent of consultation? – The Police had been consulted for crime statistics as this would help to monitor the effects. In areas where part night lighting had been introduced, residents and other stakeholders had been consulted. The Council was assured that part night lighting had had no effect on crime statistics.
- iv. Had a further traffic survey been undertaken in the area – if not, could one be considered
- v. Consultation with residents – would not be undertaken due to cost. Information could be provided for the Town Council to disseminate via a



NORTH WALSHAM TOWN COUNCIL
15 December 2015

newsletter, although Horstead and Wymondham had done this with a very poor response.

- vi. Cllr Timewell, as the NCC member for the area, had looked closely at the proposal and would not support it, taking account of the proposed development in the area, increased traffic and use of the road. He would keep the Town Council informed.

The Town Mayor thanked Matt Worden for attending the meeting, and asked that NCC consider all the comments made before taking a final decision.

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

3. REPORTS FROM THE TOWN MAYOR AND DEPUTY MAYOR

The Town Mayor's Report can be found at Annex B, and was noted, together with the results of the Christmas Shop Window Competition. Congratulations were recorded to the winner – Marion's Hairdressing, and to the White Swan Public House and Country Haven Hair as joint runners-up. All entries were commended.

4. ITEMS FOR DISCUSSION/DECISION

a) Proposal for Removal of Street Lighting on B1150 Norwich Road

Following the above presentation, it was **RESOLVED**
to defer this item until further information was received from NCC

b) Co-option Procedures and Advertising of Three Vacancies

The three vacancies needed to be re-advertised and interested parties had been advised accordingly, with a conclusion anticipated by 26 January 2016.

It was **RESOLVED**

to proceed and place the matter on the next Full Council Agenda

c) Farman Avenue – Correspondence & Report from Town Mayor

The correspondence circulated was discussed in conjunction with a Report from the Town Mayor following a further meeting. Residents had decided to accept the offer of H-bars across their driveways, with parking in between Highways had been asked to consult with residents when work was carried out. The Town Mayor emphasised that residents had no wish to cause problems, but were concerned, especially about parking in the turning circle which completely obstructed the end property. If the H-bars did not help, residents had been asked to come back to the Town Council. Other suggestions included shutting the gates, and negotiations with Poppies to find a compromise. Insp. Burke would be contacted as a courtesy as the issue had hitherto been dealt with by Insp Brooks.

d) Donation of Books to the Heritage Society

Books related to Celebrations of the Coronation of King George V & Queen Mary and a record of donations to the Diamond Jubilee Celebrations in 1897 had been discovered in the Town Clerk's Office. It was **RESOLVED**

that both be handed to the Heritage Society



NORTH WALSHAM TOWN COUNCIL
15 December 2015

e) **Request for Repairs to the Oak Tree Sculpture in Memorial Park**

The information previously circulated was discussed, whereupon it was **RESOLVED**
That in the interests of safety the sculpture should be removed as soon as possible

f) **Highway Verge Cutting**

The correspondence previously circulated was discussed, together with information on likely funding available from the NCC. It was emphasised that funding could not be confirmed until after NCC had set its budget for 2016/17. It was therefore **RESOLVED**
That no decision could be made at the present time

g) **Arrangements for Motor Insurance for 2016/17**

The meeting considered information provided by the Finance Officer whereupon it was **RESOLVED**

To accept the quotation from Came & Company in the sum of £498.23

h) **Locations & Future Arrangements for Dog Waste Bins & Collections**

The Finance Officer took Members through the current arrangements and options for the future. In-house collection of all dog waste would require the Council to provide a vehicle for the grounds staff, as use of the tractor would be uneconomic. It was **RESOLVED**

That the list of locations be finalised, and that vehicle costs be considered in depth at the precept meeting

i) **Parish Partnerships Bid 2016/17**

The Finance Officer updated the meeting on the progress of current bids. She suggested the Council considered an application for 2 SAM signs with data loggers and 2 flashing Wig/Wag signs. The grounds staff were happy to move the signs around, but it was suggested that some Councillors also received training; Cllrs Bull, Fryer and Thirtle offered. It was **RESOLVED**

That the Council submit an application for a contribution from the 2016/17 Parish Partnerships Scheme towards the provision of 2 SAM signs with data loggers and 2 flashing Wig/Wag signs.

j) **Update on Defibrillators**

The Finance Officer reported that the machine was working thanks to a new battery, and that the grounds staff had been asked to spray the cabinet on a regular basis. It was noted that the stolen machine had been covered by insurance, and **RESOLVED**

That the funds raised be put towards a further defibrillator. Cllr Witte to approach Mr Rob Scammell and report back to a future meeting

k) **Update on 4/4a Market Street**

The Town Mayor referred to the information previously circulated. The Christmas tree had been donated by NNDC and thanks made via comments in the press.



NORTH WALSHAM TOWN COUNCIL
15 December 2015

5. ITEMS FOR INFORMATION ONLY

a) Update on Relocation

NNDC had advised that discussions with the NHS were on-going, and a meeting had been requested with Norfolk Property Services on the possibilities of accommodation within the Registrar's office. Further information would be circulated as received. Cllr Bull's report on storage requirements for groundsmen's equipment would come to the January meeting

b) Level 2 Award Course for Personal Licence – Market Manager

The Finance Officer reported that this route was cost-effective insofar as it removed the requirement for a TENS for each market.

6. FINANCE

a) Payments & Receipts for November 2015 and Payments for the Period to 15 December 2015

It was **RESOLVED**

That the reports previously circulated for November 2015 and to 15 December 2015 be approved

b) Precept 2016/17 – To Note Granting of Extension to 15 January 2016 and to Schedule Precept Meeting for 12 January 2016

It was **RESOLVED**

That the Council accept the extension to 15 January 2016 and schedule a Precept Meeting for Tuesday 12 January 2016 at 19:00 following the Planning Committee Meeting at 18:30

c) Council Bank Account Signatories

The arrangements previously agreed by the Council had been implemented. The Finance Officer had applied for online banking to maintain continuity of salary payments in the Town Clerk's current absence.

It was **RESOLVED**

That the Finance Officer should have permanent access to online banking

7. PLANNING COMMITTEE

Minutes of the Planning Committee Meeting held on 24 November 2015 were received and adopted.

8. REPORTS FROM OTHER COMMITTEES & GROUPS

Minutes of the Markets Group Meeting held on 19 November 2015 were received and adopted. The issues related to observer status would be clarified at the next meeting. The proposed survey of businesses on parking issues would be first discussed with the Market Manager.

9. DATES OF FORTHCOMING COMMITTEE MEETINGS

The following dates were noted:

- a) 12 & 26 January 2016: Planning Committee at 18:30
- b) 12 January 2016 : Precept Meeting at 19:00
- c) 26 January 2016: Town Council Meeting at 19:00



NORTH WALSHAM TOWN COUNCIL
15 December 2015

10. CORRESPONDENCE

a) Licensing Issue

The meeting received a written query regarding planning/licensing requirements for the burger van trading next to the station entrance. It was clarified that the 2014 circumstance referred to was the sale of plants from the station concourse that did not comply with the planning permission for timber sales. As stated earlier in the meeting, the burger van fulfilled all licensing requirements.

11. ITEMS FOR NEXT AGENDA

As identified during the meeting, plus Minutes of the Christmas Lights Group Meeting held on 17 November 2015. Details of other requests to be sent via email to the Council office.

EXCLUSION OF THE PRESS AND PUBLIC

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

Part II: Press and Members of the Public Excluded

12. a) Minutes of Personnel & Grants Committee Meeting 17 November 2015

It was **RESOLVED**

To adopt the Minutes of the Personnel & Grants Committee Meeting held on 17 November 2015

b) Verbal Update from Personnel & Grants Committee Meeting 14 December 2015

With agreement from Cllr Seward, Chairman of the Committee, the Town Mayor updated Members on the meeting as follows:

- i. A job specification and advert for a part time receptionist had been prepared and accepted by Cllr Seward, and would be implemented as soon as possible.
- ii. The Committee recommended the Town Council award a bonus of £100 each to Julie Shields and Tina Foster to reflect their hard work over the past month. Proper interests had been declared by Julie Shields and Cllr Hester ahead of the discussion.
- iii. The next meeting of the Committee was scheduled for Tuesday 5 January 2016 at 6.30p.m.

It was **RESOLVED**

That the Council accept and implement the recommendation under item ii above of the Personnel & Grants Committee meeting held on 14 December 2015

There being no further business the Town Mayor closed the meeting at 20:34.

