

Council Summons & Agenda

Tuesday 26 January 2016

at 19:00 in the Council Chamber, New Road, North Walsham

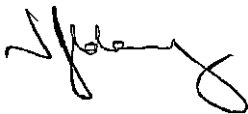
21 January 2016

Members of the Town Council

You are summoned to attend a meeting of the Town Council, to be held in the Council Chamber on **Tuesday 26 January 2016 at 19:00** for the transaction of business set out below. A reminder that items not on the agenda may not be raised.

Members are reminded to sign the attendance register before leaving the meeting.

Yours sincerely



N J Clancy

Town Clerk

AGENDA: Meeting of North Walsham Town Council on 26 January 2016

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

1. Administrative:

- a. To receive declarations of interest
- b. To receive apologies for absence
- c. To receive and approve minutes of the Town Council meeting held on 15 December 2015

2. To adjourn the meeting for Public Participation and External Reports:

- a. To receive the Crime Report from the Police, and to permit Members to raise matters relating to North Walsham.
- b. To receive reports from District and County Councillors relating to North Walsham, and to permit Members to raise matters relating to North Walsham
- c. Public participation, including presentation to the Council by Matthew Smith re Memorial Park play area

3. To receive reports from the Town Mayor and Deputy Mayor

4. Items for decision/discussion by the Town Council:

- a. **Relocation:** To consider report from Mayor and Deputy Mayor on the Registry Office, Kings Arms Street following a meeting with representatives from Norfolk County Council and North Norfolk District Council, and to consider the Council's position on relocation
- b. **Waste bins:** To finalise list of locations for new bins, and to consider a reduction in Council costs for dog waste bin emptying (currently carried out by NNDC) through purchase of an appropriate vehicle to allow Town Council grounds staff to empty bins and dispose appropriately
- c. **Oak Tree Sculpture:** To review Council response (Item 4(e), 15 December 2015) following inspection and report by the sculptor, Mark Goldsworthy
- d. **Parks and Cemeteries review:** To consider report and recommendations by Cllr Bull following a site visit on 14 December 2015
- e. **Business networking:** To consider proposal from Cllr Melville that the Council consider initiating a programme of business networking events
- f. **Queen's Birthday Celebrations:** To consider Town Council participation in/support for events
- g. **War Memorial Park play area:** To consider action to improve/update the area including safety and amenities
- h. **Trackside:** To consider report on condition of ramps and surround
- i. **Neech Loan Fund:** Appointment of Town Council Trustee

5. Items for information only:

- a. **Co-option of Councillors:** Update on the co-option exercise to fill three vacancies on the Council
- b. **Street lighting on B1150 Norwich Road:** Update on proposed removal
- c. **Defibrillators:** Updates on defibrillator re-installation and progress on purchase of a third defibrillator
- d. **Parish Partnership Scheme 2016/17:** Update on bid
- e. **Bus shelters:** Update on lease documentation

- f. **17 Hazell Road:** Update on request to NNDC Planning Enforcement that action be taken regarding planning and health & safety infringements

6. Finance

- a. To receive and approve payments and receipts for December 2015 and payments for the period up to 26 January 2016
- b. To receive the minutes of the precept meeting held on 12 January 2016

7. Planning Committee:

- a. To receive the minutes of the meetings held on 15 December 2015 and 12 January 2016

8. Reports from Other Committees and Groups:

- a. To receive minutes of the Markets Group meeting held on 10 December 2015
- b. To receive report from Cllr Melville on the December 2015 SNAP priority-setting meeting

9. Dates of forthcoming Committee meetings:

- a. Town Clerk meeting with Alex Sharkey (CCTV Technician, Norfolk Constabulary Cyber and Serious Crime Directorate, Technical Support Unit) on 27 January 2016 to discuss arrangements for obtaining evidence
- b. Funday Committee 27 January 2016
- c. Christmas Lights Group 2/3 February 2016
- d. Development & Amenities Committee 2 February 2016
- e. Planning Committee 9 February 2016, followed by presentation by Nigel Dixon (NNDC Cabinet Member for Business & Economic Development) on the Local Plan
- f. Other Committee meetings: Proposal to set aside non-Council Tuesday evenings for other Committees to have in place a regular programme (to include post-Planning Committee on second Tuesday) for Council Committees.

10. To receive items of correspondence, including:

- a. Letter from L Gray & Sons Funfairs to formally request dates for annual visit to War Memorial Park
- b. Email from David Hughes re dates for 'Employment Law Challenges 2016 – how at risk is your business?' seminar
- c. Email from Wells-next-the-Sea Town Council re meeting of North Norfolk Parishes at Cromer on Monday 22 February 2016, which will include a presentation on Neighbourhood Plans

11. Items for next agenda

PART II: Press and Members of the Public Excluded

12. Recruitment: Update on the application process for part-time receptionist

13. Personnel & Grants Committee:

- a. To receive minutes of the Personnel & Committee meetings held on 14 December 2015 and 5 January 2016