

Council Summons & Agenda

Tuesday 23 February 2016

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

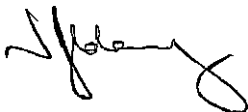
17 February 2016

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 23 February 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 23 February 2016

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

- 1. Presentation to the Council:** By Mary Russell on caring and carers
- 2. 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 26 January 2016
- 3. 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
- 4. To receive reports from the Town Mayor and Deputy Mayor**
- 5. Items for decision/discussion by the Town Council:**
 - a. **Recommendations from the Development & Amenities Committee:**
 - i. **Bluebell Pond:** To offer a new four-year rolling lease to the Bluebell Pond Society
 - ii. **Events on War Memorial Park:** To approve in principle to performances (a) by the Sinfonia Viva orchestra on Saturday 18 June, (b) of 'Goldilocks & The Three Bears' in August (both subject to successful grant applications by Arts North Norfolk), (c) by Circus Tyanna in July or August, and (d) a request to hold a 'toddle in the park' by a group of mothers and young children in aid of Sports Relief on Saturday 20 March
 - iii. **Play equipment project:** To set aside money from the general reserve fund to support the establishment of a new charity to raise funds for equipment at North Walsham's parks and to supplement the existing funding for the Woodville project
 - iv. **Midland Road Car Park:** To make good the car park surface in accordance with the lease
 - v. **Spa Common:** To transform the Council-owned land at Spa Common into a public park incorporating wild flower beds, footpaths and a small car parking area
 - vi. **Dog exercise enclosure:** To set aside funds to proceed with installation of the fencing, subject to investigation of drainage on the park
 - vii. **Spring/Summer 'bootcamp' programme:** To approve request from Mr A Kerrison to run a fitness bootcamp on War Memorial Park from late April through end of August
 - viii. **Oak Tree Sculpture:** To ask for Council approval that volunteer help be allowed to assist grounds staff in agreed repairs
 - b. **Business networking:** Report by Cllr Melville and actions recommended to the Council
 - c. **Market Cross:** Report on consents required prior to repairs, and actions required

- d. **Publicising the Council:** To consider proposals from ‘Just North Walsham’ and ‘North Walsham Times’ for future Council newsletters
- e. **Play Equipment:** To approve the establishment of an independent charity, ‘North Walsham Play’, to raise funds for play equipment at the Council’s three parks, and to agree to set aside from reserves £5,000 to allow the establishment of the charity and a bank account and to act as seed-funding; and to approve an additional sum from reserves to add to the Council’s own £5,000 allocation for play equipment as part of the Woodville project
- f. **New mower:** To approve the purchase of a new John Deere ride-on mower for grounds maintenance, at a cost of £5,590

6. Items for information only:

- a. **Relocation:** Update on proposed accommodation at the Registry Office, Kings Arms Street, and actions required by the Town Council
- b. **17 Hazell Road:** Update on NNDC Planning Enforcement action
- c. **Waste bins:** Update on purchase/installation of new bins
- d. **Dream Lodge Caravan Park:** Update on planning consent/enforcement
- e. **NNDC records:** Update on the Heritage Group’s visit on 15 February to search old files for items of interest
- f. **Arts North Norfolk:** Report on meetings between Mr Joe Ballard and the Town Clerk on 22 January and 5 February 2016

7. Finance

- a. To receive and approve payments and receipts for January 2016 and payments for the period up to 22 February 2016

8. Planning Committee:

- a. To receive the minutes of the meetings held on 26 January and 9 February 2016

9. Reports from Other Committees and Groups:

- a. To receive summary note of the meeting with District Councillor Sue Arnold on 9 February 2016 (Local and Neighbourhood Plans)
- b. To receive minutes of the Development & Amenities Committee meeting held on 2 February 2016
- c. To receive minutes of the Christmas Lights Group meeting held on 3 February 2016
- d. Report of meetings between the Town Clerk and Joe Ballard (Arts North Norfolk) on 22 January and 5 February 2016
- e. Report from North Norfolk Community Transport

10. Dates of forthcoming meetings:

- a. 4 March at 18:30: Queen’s Birthday Celebrations
- b. 8 March at 18:30: Planning Committee, followed at 19:00 by a discussion with Mr Mark Murphy of MLN (Land and Properties Ltd, representatives of North Walsham Town FC and adjoining landowners regarding plans for land at and around the football club
- c. 9 March at 19:00: Media Training with Mark Tweedie
- d. 10 March at 18:45: Markets Group
- e. 14 March at 10:00: Fly A Flag For The Commonwealth
- f. 15 March at 18:00: Development & Amenities Committee
- g. 20 March: Sunday Market

11. To receive items of correspondence, including:

- a. Emails from Mr Mark Hardy dated 12 and 13 February regarding the proposed dog enclosure

12. Items for next agenda

PART II: Press and Members of the Public Excluded

- 13. Recruitment:** Report to the Council on the interview process to fill the new Receptionist/Admin Assistant post
- 14. Co-Option of new Councillors:** Report to the Council on the Co-Option process to fill the three Councillor vacancies
- 15. Community Award 2016**
- 16. Personnel & Grants Committee:**
 - a. To receive minutes of the Personnel & Committee meetings held on 4 February 2016
- 17. Update on personnel matters**