

# Council Summons & Agenda

Tuesday 27 May 2014

Immediately following the Town Council's Annual Meeting  
in the Council Chamber, New Road, North Walsham

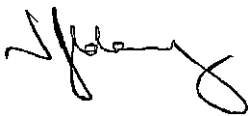
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21 May 2014

Members of the Town Council

Your attendance is requested at a meeting of the Town Council, to be held in the Council Chamber on **Tuesday 27 May 2014 at 19:00** for the transaction of business set out below. Members are reminded to sign the attendance register before leaving the meeting.

Yours sincerely



Nick Clancy

Town Clerk

## **AGENDA**

### **Part 1: (Open to the Press and Members of the Public)**

1. To receive Declarations of Interest
2. To receive apologies for absence
3. To receive and approve minutes of the Town Council meeting held on 29 April 2014
4. To raise any matters arising from the minutes
5. To adjourn the meeting for Public Participation
6. To receive the Police Report and update on crime and disorder matters relating to North Walsham
7. To receive
  - a. Reports relating to North Walsham from District and County Councillors for North Walsham not otherwise included on the Agenda
  - b. Matters which Members wish to raise with District and County Councillors relating to North Walsham
  - c. The Town Mayor's Report
8. To receive a report from the Pub Watch meeting held on 12 May 2014
9. To consider
  - a. Report on speeding in North Walsham (Cllr Spencer)
  - b. Correspondence from Norfolk County Council regarding the allocation of Partnership Grant funding for road signs, and update from Cllr Seward (dk blue)
10. To receive a report on the condition of Mundesley Road Car Park (Cllr Spencer)
11. To receive report on quotes received for producing badge/medal of office for former Town Mayors
12. To receive update on installation of defibrillators at St Nicholas Precinct and Coral Bookmakers
13. To consider further action relating to the pigeon nuisance at Market Cross and other locations
14. To consider further action relating to dog control in North Walsham
15. To receive updates on
  - a. Leadership of Place (Cllr Seward)
  - b. Town Team (Cllr Uprichard)
16. Finance
  - a. To receive and approve payments and receipts since the last report

- b. To receive and approve comparison of actual expenditure/income against estimates as at 27 May 2014
- c. To receive (draft) audited accounts for 2013-14

17. Information technology

- a. To receive reports on installation of new PCs and email problems (green)
- b. To consider further the potential of Facebook and other social media by the Town Council

18. To receive minutes of the Personnel & Appointments Committee meeting held on 6 May 2014 (lavender)

19. To receive minutes of the Parks & Cemeteries Committee meeting held on 6 May 2014 (blue)

20. To receive minutes of the Planning Committee meeting held on 29 April 2014 (blue)

21. To receive minutes of the Planning Committee meeting held on 13 May 2014 (blue)

22. To receive minutes of the Fun Day Committee meeting held on 13 May 2014 (yellow)

23. To receive items of correspondence

24. Items for next agenda

25. To take the meeting into 'Part 2' (exclusion of the press and public)

**Part 2: Excluding the Press and Members of the Public**

26. To receive

- a. The signed Agreement with North Norfolk District Council for the transfer of CCTV equipment from NNDC to the Town Council
- b. Report on decommissioning costs provided by North Norfolk District Council (Cllr Robertson)

27. To receive the proposed contract with Secure Defence for operating a CCTV service in North Walsham (Cllr Robertson)

28. To consider improved lighting at Bank Loke in relation to extending proposed CCTV coverage of that area

29. To receive update on the side letter agreeing to vary the Deed of Agreement with North Norfolk District Council for the Town Council's occupancy of the Council Offices

## NORTH WALSHAM TOWN COUNCIL

### **Town Clerk's Report to Town Council Meeting on 29 April 2014**

#### Item 4: Matters arising from the minutes

*Para 10959:* The draft minutes of the Town Meeting held on 1 April 2014 have been amended to reflect Cllr Uprichard's absence.

*Para 10961:* The police report included the wrong date for the next SNAP meeting. It will be held on **Wednesday 4 June at 19:00**, at the Atrium and *NOT* on Friday 6 June.

The police have now been supplied with a full new set of keys to the park gates.

*Para 10970:* I have posted on Facebook a request for views on Town Council surgeries. I will report on this at the meeting.

*Para 10971:* Various cheaper options for Microsoft Office 2010, as provided by Cllr Hester and discovered through online searches, were explored. However, with the agreement of the Town Mayor and Councillor Hester these sources were considered to be too risky – guarantees were very obscure and gave no safeguard against failed downloads, some were based abroad, low 'site confidence' reports had been posted, and one came up as a risk to computer health. Most however offered Office 2010 at close to or more than the price of Office 2013. On this basis it was agreed to proceed with purchasing the software from Computer-Assist, who would also install it.

*Para 10973(c):* Mr Canwell attended on Wednesday 14 May and provided assistance in getting the accounts in order for audit. He is due to attend again on Thursday 22 May.

#### Item 14: Dog control in North Walsham

I have made contact with Mark Whitmore, who had been the NNDC officer who dealt with the initial enquiries from the Town Council. He has now moved on following a reorganisation, but has asked James Wilson to contact me on his return from leave.

## NORTH WALSHAM TOWN COUNCIL

### **Correspondence summary for the meeting on 27 May 2014**

#### North Norfolk District Council, 12 May 2014:

Asking Town/Parish Councils for nominations for the North Norfolk Big Society Awards, in the community project and business categories. Each District Councillor and Town/Parish Council can submit one nomination each for the first and second category.

#### Mrs Hazel Sadler, 13 May 2014:

Mrs Sadler attended Council meeting last year regarding car parking on Northfield Road, North Walsham. She is seeking to ensure that road markings along Mundesley road which she says were agreed last year is on the Highways programme for the current year.

#### Mrs Janet Munro, 13 May 2014:

Asking if the sign for **Pope's Passage** (the narrow passage from Market Place through to the Church Yard, can be resurrected, as it is historical significance.

#### UNISON, 13 May 2014:

Letter advising me that a trade dispute continues between members of the union and this organisation (ie the Town Council) in relation to pay. The union is seeking agreement that employers which employ staff under NJC terms and conditions will increase the pay of such employees by a minimum of £1 per hour, backdated to 1 April 2014. The union's understanding is that the Town Council is not prepared to agree to the pay increase, meaning the dispute continues and notice of a ballot on strike action is attached to the letter. The Council's grounds and maintenance staff are members.

#### Mr Richard Baker, 17 May 2014:

Mr Baker has written about the lack of sporting facilities in the town – quoting the lack of a cricket team, the previous rejection of a putting green on the Memorial Park, tennis courts that are “hardly used”. He suggests there is a piece of ground going into Swafield that would “make a fine pitch and putt” course, but the farmer is being paid to leave it fallow. He asks if the Council is anti-sport.