



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Monday 26 July 2021, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Bull (Chair); Cllr Covell; Cllr Cracknell; Cllr Felstead; Cllr Fryer; Cllr Gray; Cllr Heinrich; Cllr Hester; Cllr Murphy; Cllr Shaw; Cllr Sims; Cllr Spall (co-opted)

District Councillors: Cllr Seward, Cllr Lloyd

County Councillors: Cllr Shires

Town Clerk: Ms J Shields

Police: PC Emma Robinson

Members of Public: 2

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Golder (work); Cllr Wright (previous engagement); Cllr Melville (ill)

A minute's silence was held in respect for Councillor Gotts who sadly passed away on 7 July 2021

2. DECLARATIONS OF INTEREST

Personal interests: Cllr Felstead – item 14.2 'staff payraises'

Pecuniary interests: None

3. TO APPROVE MINUTES OF PREVIOUS COUNCIL MEETING – emailed with Agenda

(As per Standing Order 3t, to approve decisions/resolutions made as an accurate record)

As proposed by Cllr Fryer and seconded by Cllr Felstead, it was **RESOLVED** that the minutes of the Council Meeting held on 29 June 2021 be agreed as an accurate record of the decisions made at the meeting, subject to adding 'from NNDC' to item 14.1

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES – Decision/Action Log (Clerks report attached)

5. PUBLIC FORUM

(As per Standing Order 3e Items on this agenda only; Standing Order 3f Total duration 15mins max; Standing Order 3g Max 3mins per person; and Standing Order 3h Questions don't require a response at this meeting)

To receive verbal reports from members of the public:

- A report was received regarding the census for removing the COVID-19 barriers in the Market Place and the opinions about the driving of heavy vehicles through the Town – item 7.2
- An introduction was received for the Co-option vacancy – item 7.1

18.57 Cllr Gray left the meeting

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6. TO RECEIVE DISTRICT & COUNTY REPORTS – Reports available on NWTC website

7. MATTERS ARISING FOR DECISION/DISCUSSION BY THE TOWN COUNCIL

7.1. To consider Co-option vacancy applications

Only one application was received, so it was decided to go straight to the vote

As proposed by Cllr Hester, seconded by Cllr Murphy and voted by majority it was **RESOLVED that Penney Spall be co-opted for the Councillor Vacancy in NWTC East Ward** (it was agreed to sign the Declaration of Acceptance of Office at the end of the meeting)

7.2. To discuss COVID restrictions in the Market Place

It was discussed whether to keep the barriers, benches and planters. If the barriers go then the buses will be able to go back through the Town, and if the benches go, so would the Bank Loke free parking.

As proposed by Cllr Murphy and seconded by Cllr Hester, it was **RESOLVED to keep the planters, benches and free parking, remove the barriers but write to Sanders, NCC & NNDC with our recommendation of finding a new route for the buses**

7.3. To consider park use application for Beer Festival

It was discussed that the event was getting too popular for the previous venue. The round table was a reputable organisation, they organise their own security, would obtain their own TENS licence and the music would only be between 17.00-23.00 on 5.8.22 and 12.00-23.00 on 6.8.22

As proposed by Cllr Sims and seconded by Cllr Covell, it was **RESOLVED to approve the application Beer festival for 3-8 August 2022, subject to satisfactory EMP**

7.4. To consider new Annual Community Award commemorating Cllr Helen Gotts

It was discussed that we already had an individual award and that it would be good to have a group award aswell, which would be awarded at the Civic Dinner each year

As proposed by Cllr Bull and seconded by Cllr Hester, it was **RESOLVED to have an annual Community Group award commemorating Helen Gotts**

8. FINANCE

8.1. To approve income and expenditure for June 2021

As proposed by Cllr Murphy and seconded by Cllr Heinrich, it was **RESOLVED to approve income & expenditure for June 2021**

8.2. To approve expenditure up to 19 July 2021

As proposed by Cllr Murphy and seconded by Cllr Bull, it was **RESOLVED to approve expenditure up to 19 July 2021**

8.3. To receive scrutineers report for Qtr 1, Apr-June

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

9.1. Attendance % sheet (attached)

Initials.....*LB*.....

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- 9.2. Clerk's decisions July 21 (attached)
- 9.3. Quality Gold Award received from NALC

10. UPDATES

- 10.1. **Police update** – PC Emma Robinson has requested for the bench closest to the punk tunnel to temporarily be removed
- 10.2. **S106 spend update** – the flagpole should be arriving shortly, the agreed allotment money £9,890.52 has been spent and NNDC invoiced, as has the play space money £22,013.00 for the new skatepark

11. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS – Available on NWTC website

- 11.1. Development & Amenities – 13 July 2021
- 11.2. Personnel – 22 July 2021

12. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

- Tablets for Councillors

13. DATES OF FORTHCOMING MEETINGS AND EVENTS

- 13.1. Finance – Wednesday 1 September 2021, 18.30, at 18 Kings Arms Street
- 13.2. Media & Information – Tuesday 14 September 2021, 18.30, at 18 Kings Arms Street
- 13.3. Full Council – Tuesday 28 September 2021, 18.30, at 18 Kings Arms Street

14. TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 for confidential matters

14.1. Personnel recommendations

- New Groundsman interviews

As highlighted by the Personnel Committee, following the interviews there were two potential candidates for this role; one more experienced with no driving licence, and one with a driving licence but no experience. Taking on an apprentice should also be investigated.

As proposed by Cllr Hester and seconded by Cllr Covell, it was **RESOLVED to offer the candidate Paul Window a 6 month trial, with a review after 3 months**

- Staff payrises

The following payrises were recommended by the Personnel Committee:-

- James Dennis 3pt
- Daniel Gilbert 1pt

As proposed by Cllr Murphy and seconded by Cllr Hester, it was **RESOLVED to award the payrises as recommended by Personnel and that these be backdated to 1.4.21**

The meeting closed at 19.53

Initials.....

Date:.....