

**NORTH WALSHAM TOWN COUNCIL**

Minutes of the meeting of the Town Council  
Held in the Council Chamber  
On 26<sup>th</sup> November, 2013.

**PRESENT**

Mr. R. Sims (Deputy Mayor)  
Mr. G. Bull                      Mr. D. Spencer  
Mr. B. Hester                  Mr. A. Thirtle  
Mr. T. Morland                Mr. D. Turner  
Mr. D. Robertson              Mrs. V. Uprichard  
Mrs. R.A. Rose                Mrs. B. West  
Mr. E. Seward                 Mr. B. Wexler

10822 **DECLARATIONS OF INTEREST**

Mr. Seward declared an interest in Leadership of Place.  
Mrs. Uprichard declared an interest in the Town Team.  
Mr. Hester declared an interest in the Personnel item.

10823 **APOLOGIES**

Apologies for absence were submitted from Mrs. Belson, Mr. Choudhury, Mr. Peck.

10824 **MINUTES**

The minutes of the meeting of the Town Council held on 29<sup>th</sup> October, 2013 were approved and signed by the Deputy Mayor.

10825 **MATTERS ARISING – FOR INFORMATION ONLY**

(a) Meeting (10797(a))

It was reported that 7<sup>th</sup> January, 2014 had been offered as a suitable date; a reply was awaited.

(b) Car Parks (10804)

A reply was submitted from the District Council stating that they would be looking into the Town Council's request for pay and display and short stay parking for the Mundesley Road car park but it was unlikely that any free parking would be approved.

Mrs. Uprichard entered the Chamber during the Police report.

10826 **POLICE**

PCSO King submitted the monthly crime figures and reported that the next priority setting meeting would be held on Wednesday 15<sup>th</sup> January, 2014 at the Atrium. Current North Walsham priorities included support the drink drive campaign over the festive season and speeding on Happisburgh Road, North Walsham. Current issues around North Walsham included speeding on Thirlby Road, North Walsham.

It was requested that a report be received giving details of the speed checks, times and results. It was reported that speeding in Acorn Road was still a problem.

PCSO King was thanked for attending the meeting.

10827 **DISTRICT/COUNTY COUNCILLORS**

A written report was submitted from Cllr. E. Seward giving details of the flood risk assessment for North Walsham; highway issues relating to road repairs and surface improvements within the town. The County consultation on proposed savings finishes on 12<sup>th</sup> December and he had particular concerns about what is proposed to reduce expenditure at the Old Yarmouth Road recycling centre and for increased charges for transport for post 16 students attending Paston 6<sup>th</sup> Form College. He was also concerned about the problems relating to St. Nicholas Court Precinct. The County Council has agreed to move towards a Committee system which would make the meetings more open and transparent.

A written report was submitted from Cllr. N. Lloyd reporting on a statement from John Lee regarding the improved figures for North Walsham DUSC; approval of the provision of toddler play equipment at the Acorn Road site. District Council will be discussing financial support for the Atrium.

Mrs. Uprichard that she had spent a lot of time on planning issues. The Clerk was asked to enquire how the area of the New Road car park, for use of the Community Centre and Library users, was monitored.

A written report from the Town Mayor was submitted giving details of events attended.

10828 **PUB WATCH (10799)**

Members were reminded that at the last meeting it had been agreed to put forward any matters of concern in the town to the Pub Watch group. The subject of CCTV was raised and it was reported that a letter was being sent from the group regarding the CCTV proposals. Mr. Hester agreed to see if the letter had been sent and if a reply had been received.

10829 **HIGHWAY IMPROVEMENTS 2014/15 ( 10801)**

There were no items suggested at the meeting.

10830 **GRIT BINS (10803)**

It was reported that the Highways Engineer had approved the acquisition of 3 grit bins for Royston Green, Park Avenue and Hollybush Road. If a suitable location could be found a fourth bin would be approved on Happisburgh Road on the hill. Members were asked to consider 4 grit bins for the winter season and that a suitable site be located for Happisburgh Road hill.

It was **RESOLVED**

**That 4 grit bins be purchased and handed to the County Council to fill and locate at the appropriate points..**

10831 **CROMER ROAD RAILWAY BRIDGE**

Mr. Spencer voiced concern that the railway bridge had been hit again and that this was becoming a regular occurrence and a black spot in the town. No repairs to the bridge had been undertaken and he asked what the Rail company was required to do for safety to road users. It was agreed that improved signage should be put in place near to the Waitrose store to identify the height of the bridge and allow drivers to use Greens Road. It was suggested that satellite navigation was probably to blame and the Clerk agreed to check whether the height of this bridge was on their system. It was also suggested that due to regular resurfacing under the bridge the measured height of the bridge may have altered and perhaps the measurement had not been checked after such works had been carried out.

It was **RESOLVED**

**That the County Council and Police be asked for information relating to the owners of the company vehicles concerned; the number of accidents over the last 10 years; whether there is a designated lorry route for larger vehicles and whether an activated height warning sign could be installed on the Cromer Road before the Greens Road junction.**

The Clerk was also asked to ascertain what responsibility Anglia Rail had with regard to the railway bridges in the town.

10832 **BUS SHELTER – BACTON ROAD (10669)**

A verbal report was given on a meeting with the District Council's Planning Officer and Landscape Officer. The Landscape Officer had stated that because of the large oak tree and the small area of land a "no dig" policy must be adhered to as the grassed area was the only source of food for the tree. It was suggested that the bus shelter be erected on a raised concrete bed which would then incur a ramp to meet the disability requirements. A meeting was held with the County Highways Officer who stated that a raised bus shelter on a concrete base would not be possible without digging into the grass to get a firm base and for this reason he could not approve it. Members will recall that the request came from a parent on behalf of 12 children waiting to catch the bus for school. In view of the County Highways Officer's comments members are asked to consider whether or not to go ahead with the bus shelter.

It was **RESOLVED**

**That the planning application be withdrawn and the County Council informed that the Town Council would not be proceeding with the erection of a bus shelter.**

10833 **CCTV (10810)**

Minutes of a meeting held at the Fakenham Town Council offices on 13<sup>th</sup> November, 2013 were submitted and written views were submitted from the Town Mayor stating that she felt that it was important to carry out the feasibility study in order to look at the alternatives.

10834 **VICTORY'S GARAGE SITES CONSULTATION**

A letter was submitted from Victory Housing Trust asking for Council's comments regarding the residents consultation being carried out to review all of their garages as part of plans to make sure that they are well maintained and in good order, or whether in some cases it may offer better value for money to knock them down and use the site to develop new homes, convert the site into car parking areas or use the site as a play area/grassed amenity area. A small Garage and Parking Group of residents and staff had been set up to carry out the review.

It was **RESOLVED**

**That the following response be made to Victory Housing Trust:-**

- 1. The Town Council would like confirmation that Victory Housing is satisfied in the three areas of the town where it is proposed to demolish the garages, that there is no demand and the residents who currently use them do not want to continue the tenancy.**
- 2. Where there is new build that adequate parking spaces are provided for existing residents and new residents to prevent on road parking congestion.**

**3. That the parking areas be designed in such a way to minimise the risk of criminal damage.**

**10835 MARKET CROSS – COMMEMORATION POST**

It was reported that concern had been raised that the inscription on the wall of the Market Cross has become very worn and unreadable in places. An enquiry had been made to the local stonemason to see if, in the first instance, he could carry out renovation work to the letters. Unfortunately this is not possible but the erection of a Market Cross commemoration post had been suggested. Details were submitted. Mr. Sims suggested that an inscribed pavement slab be set into the pavement and the Clerk was asked to explore this further.

**10836 TRAINS – BITTERN LINE**

Mr. Seward reported that the last train from Norwich to Sheringham was 22.45 which was 1½ hours after the previous train. Concern had been expressed that this last train was too early for late night theatre, cinema users and for football users the earlier train was often too full. The Bittern Line Partnership had been advised that it would be practical to delay the departure of the late train on a Friday and Saturday by 20/25 minutes and the train back from Sheringham by 15/20 minutes. This is more than the permitted 1½ hours in between train times and it would be necessary to go out for consultation. It had been agreed that parish/town councils on the Bittern Line would be asked for their views.  
It was **RESOLVED**

**That Great Anglia be informed that the Town Council approves the delay of the departure of the late train from Norwich to Sheringham on Friday/Saturday evenings as suggested.**

The Clerk was asked to forward a copy of the letter to Mr. N. Lamb, MP seeking his support.

**10837 PIGEONS (10621)**

A report was submitted from the District Council stating that the pigeon numbers had been monitored within the town over the past few months and there had been a significant improvement overall. The area by the drugstore had been noted and the District Council was in a position to offer bird proofing service and would be advising local businesses of this fact very soon. The officers would also speak to the owner of Waterloo House asking him to proof his building while the scaffolding is in place. The buildings in Market Street continue to be monitored.

The report was received.

**10838 CHRISTMAS/NEW YEAR**

Members were asked to approve the office opening hours over the Christmas/New Year period.

It was **RESOLVED**

**That the office close at 12.30 p.m. on Christmas Eve and reopen on 2<sup>nd</sup> January, 2014.**

**10839 LEADERSHIP OF PLACE**

Mr. Seward reported that following informal discussions with officers of the District and County it was hoped to determine the Marrick Ropes site at the end of January.



10840 **TOWN TEAM**

Mrs. Uprichard reported that the Pop n Shop continued to prosper and it was hoped to extend the existing licence for a few more months. Mrs. Uprichard gave details of the proposed Bunny Hunt and stated that she would be looking for potential sponsors. She had secured the services of Paston 6<sup>th</sup> Form College for posters and website where plans to show where the bunnies will be housed. It was agreed to put this on the December agenda.

Mr. Sims stated that he felt that the Town Team should not become landlords and that new businesses should seek a licence for themselves. Mrs Uprichard clarified that the extension of the licence would be for other new small businesses.

Mr. Sims congratulated the Town Team on their endeavours.

10841 **PAYMENTS AND RECEIPTS**

A detailed statement showing the payments and receipts amounting to £18,540.17 and £5,057.02 respectively was submitted and approved.

10842 **ESTIMATES**

The minutes of the Estimates meeting held on 6<sup>th</sup> November, 2013 were submitted for approval together with revised net expenditure summary and statement of balances showing the effect of the decisions made at that meeting. Further consideration was given to the items raised at that meeting. It was reported that the tractor repairs were due to wear and tear and the Clerk thanked Mr. Bull for accompanying the workmen to Ben Burgess. The invoice had been reduced by £700.

It was **RESOLVED**

- (a) That the minutes of the Estimates meeting held on 6<sup>th</sup> November, 2013 be approved and signed by the Deputy Mayor (App. A)
- (b) That £10,000 be earmarked to reserves for town centre improvements.
- (c) Any decision on CCTV be deferred until the feasibility study is received.
- (d) That the grant of £4,000 for the CAB be included in the 2014/15 financial year.
- (e) That the training budget be increased to £2,500 to allow for chainsaw training and that a time stipulation be imposed on the employee or the costs to be reimbursed to the Town Council.
- (f) That a second hand digger be purchased and that £7,000 be included in the estimates for 2014/15.
- (g) That a decision regarding the Precept be deferred until further information is received as to whether parish/town councils will be capped on expenditure for 2014/15.

10843 **CAB GRANT**

Members were asked to consider the payment of the 2013/14 grant to the Citizens Advice Bureau of £4,000. Mr. Robertson suggested making the payment in two equal instalments – January and March. This would give the Town Council opportunity to walk away in January if things are not going as promised. The request for a business plan should be pursued and it was important that the Council's grant should be added value, over and above what they are using.

On the proposition of Mr. Robertson seconded by Mr. Wexler

It was **RESOLVED**

**That the grant be paid in two instalments - £2,000 in January and the remainder in March.**

10844 PLANNING COMMITTEE

The minutes of the meetings of the Planning Committee held on 29<sup>th</sup> October, 2013 and 12<sup>th</sup> November, 2013 were received. (App. B) Mr. Bull referred to the minutes held on 12<sup>th</sup> November, 2013 and stated that he was referring to the steel wall. The Clerk stated that a second application had been received to include the wall and this could be included when the application was discussed.

10845 CHRISTMAS LIGHTS

The minutes of the Christmas Lights Working Group held on 19<sup>th</sup> November, 2013 were submitted and approved. (App. C)

10846 CORRESPONDENCE

1. Copy of the NNDC papers for the meeting to be held on 26<sup>th</sup> November, 2013.

10847 ITEMS FOR NEXT AGENDA

1. Gritting route – Acorn Road.

10848 EXCLUSION OF THE PRESS AND PUBLIC

It was **RESOLVED**

**That in view of the confidential nature of the business to be discussed relating to staffing issues that the public and press be excluded from the meeting.**

10849 PERSONNEL COMMITTEE

Mr. Hester declared an interest and did not take part in the discussions.

A letter of resignation was submitted from Miss Jo Burton as Assistant to Town Clerk (Finance). Miss Burton had expressed thanks to the Council and staff and offered her support until a replacement could be found and settled into the job.

The letter was accepted.

Minutes of a meeting of the Personnel Committee held on 26<sup>th</sup> November, 2013 were submitted. It was reported that one of the applicants for the Assistant to Town Clerk's position had asked if the hours could be extended.

It was **RESOLVED**

- (a) **That the minutes be accepted**
- (b) **That Ms Foster's hours be increased to 22½ from 1<sup>st</sup> April, 2014**
- (c) **That delegated powers be given to the Personnel Committee to consider the extension of hours when interviewing candidates for the position of Assistant to Town Clerk (Finance).**

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