

## NORTH WALSHAM TOWN COUNCIL

Minutes of a meeting of the Town Council  
Held in the Council Chamber  
On 24<sup>th</sup> September, 2013.

### PRESENT

Mrs. J.R. Belson (Town Mayor)  
Mr. B. Hester                      Mr. R. Sims  
Mr. T. Morland                      Mr. D. Spencer  
Mr. C. Peck                              Mr. A. Thirtle  
Mr. D. Robertson                      Mr. D. Turner  
Mrs. R.A. Rose                      Mrs. V. Uprichard  
Mr. E. Seward                      Mr. B. Wexler

Before the commencement of the meeting Mrs. Belson informed members that Mr. Don Venvell, former Chairman of the District Council and Trustee of the Griffon Area Partnership had passed away on Thursday last.

#### 10764 DECLARATIONS OF INTEREST

Mr. Seward declared an interest in Leadership of Place.

#### 10765 APOLOGIES

Apologies for absence were submitted from Mr. Bull, Mr. Choudhury and Mrs. West.

#### 10766 MINUTES

The minutes of the monthly meeting of the Town Council held on 30<sup>th</sup> July, 2013 were approved and signed by the Town Mayor.

#### 10767 MATTERS ARISING – FOR INFORMATION ONLY

##### (a) Play Equipment (10751)

It was reported that a meeting had been held with Mr. Ingham and that approximately £16,000 had been set aside for play equipment at Acorn Road. It was noted that the application to the Big Society Fund had demonstrated the need for younger play equipment.

##### (b) Meeting (10752)

It was reported that the date for the meeting had been arranged for Tuesday, 10<sup>th</sup> December, 2013 at 6.30 p.m.

##### (c) Cleansing (10762)

It was reported that the demonstration had taken place earlier that evening, before the Planning Committee meeting.

#### 10768 DISTRICT/COUNTY COUNCILLOR REPORTS

Mr. Timewell reported that the Fire Brigade strike would take place on Wednesday, 25<sup>th</sup> but 999 calls would be responded to. The Market Place scheme had been put on hold pending further investigation regarding the bus feasibility study. The money from the District Council would be rolled over to 2014/15. The County Council had launched "Putting People First" consultation and hoped the Town Council would respond.

Mr. Seward submitted a written report and gave up to date information on 4 Market Street, CAB, Marrick Ropes planning application and affordable housing. The

Licensing Committee would be considering Sainsbury's revised application to extend their licence.

Mrs. Belson submitted a written report of functions attended during September.

10769 **ADJOURNMENT OF MEETING**

It was **RESOLVED**

**That the meeting be adjourned to allow time for public participation.**

10770 **PUBLIC PARTICIPATION**

See memorandum /

10771 **RECONVENING OF MEETING**

It was **RESOLVED**

**That the meeting be reconvened.**

10772 **POLICE**

Apologies for non attendance were submitted from the Police. A written statement was submitted showing the crime figures since the last meeting.

A report was submitted from Mr. Robertson who had attended the recent Pubwatch meeting with Mr. Peck and Mr. Wexler. It was suggested that the Licensing Officer of the District Council attend the next meeting. Mr. Robertson proposed that the Council should appoint a representative to attend the pubwatch meetings and report back to Town Council. It was noted that the Police had asked if a light could be provided in Black Swan Loke.

It was **RESOLVED**

**That Mr. Hester be appointed the Town Council's representative to attend the Pubwatch meetings for subsequent report to the Town Council.**

10773 **GRIT BINS**

It was reported that this information was not available and would be submitted to the next meeting.

10774 **GLASS RECYCLING (10748)**

A report was submitted giving details of the bottle, paper and textile banks and recycling credits as requested at the last meeting. Mr. Robertson gave a verbal report on the conference he had attended with the Town Clerk and Miss Burton. The morning had been very informative and it would appear that certain clothing garments received more credits than others. The Clerk was asked to ascertain what the County Council proposed to do with the Worstead Recycling centre.

It was **RESOLVED**

- (a) **That a letter be written to Sainsbury's head office asking them what the plans were for North Walsham and to request continued support.**
- (b) **That the officers continue to investigate possible sites in the town and contractors who would be prepared to work with the Town Council.**

10775 **CITIZENS ADVICE BUREAU (10725(b))**

A report was submitted by Mr. Robertson of a meeting he had attended on 20<sup>th</sup> August 2013 with District Cllr. Nigel Lloyd. It was stated that the Bureau will not have

Town Council representatives at their meetings. It was reported that the Town Council's request for a copy of the business plan which had not been received was due to the fact that there was not one available. Until the paperwork is legally signed there is no business plan. Mr. Robertson recommended that the Chief Executive be asked to address a Council meeting in the near future and that the Town Council continues to hold onto the contribution until the long term future of North Walsham Bureau is known or until the Chief Executive has responded to the request for a meeting.

It was **RESOLVED**

**That the Chief Executive be invited to address a future Town Council meeting.**

10776 **VICTORY HOUSING ASSOCIATION**

Mr. Robertson expressed concern that in July several Victory Housing properties were put up for sale and gave figures of the number of households who were on the waiting list. Fifty-two families required 3 bedroom accommodation. It was stated that local authorities cannot borrow money to improve housing stock and therefore housing associations were formed and housing stock passed over. Members were concerned that Victory Housing seemed to be selling off 3 bedroomed properties which were in great demand by families.

It was **RESOLVED**

**That a letter be written to Victory Housing Association expressing concern at the number of 3 bedroom properties being sold.**

10777 **DEFIBRILLATORS (10745(a))**

It was reported that the two defibrillators had been received and that the cabinets were in transit. Members were asked to consider the position of the two machines in the town. It was suggested that the machine purchased by Mr. Williams be sited on the wall of Coral and the second machine be sited in the Precinct. It was also reported that an electrician would be required to wire up the machines; it was hoped that this could be done as a donation to the community.

Mrs. Belson reported that the Manor Road Primary school had raised money to purchase a defibrillator which would be positioned on the outside wall of the school.

It was **RESOLVED**

**That the Town Clerk be asked seek permission for the two defibrillators purchased through the Town Council to be sited on the Coral building and in the Precinct.**

Mr Peck left the meeting at this point

10778 **STANDARDS REGIME**

A letter was received from the District Council stating it was over 12 months since the new Standards Regime for Councillors was introduced. The Interim Monitoring Officer was very grateful to the support provided from parish and town council clerks. It is considered that there are still some misconceptions about the new regime and it is suggested that it would be useful to provide the parish councils in the North Norfolk area with targeted discussion and development events. The Town Council was asked to consider two options to either hold an organised session for several parish councils or for a visit by the Monitoring Officer and members of the Standards Committee prior to the Town Council meeting.

It was **RESOLVED**

**That the Town Council would be interested in attending an organised session for several parish councils to be held at the District Council Offices.**

10779 **NORFOLK ASSOCIATION OF LOCAL COUNCILS**

An invitation to attend the AGM of the Norfolk Association of Local Councils to be held on Saturday, 5<sup>th</sup> October 2013 was submitted. Unfortunately there was no one able to attend and the Town Clerk was asked to tender the Council's apologies.

10780 **MUNDESLEY ROAD CAR PARK**

It was reported that the motion agreed at the meeting in July had been forwarded to the District Council but unfortunately the request for the motion to be submitted to the Assets Board had been overlooked. Cllr. Oliver had stated that it was likely to be one to two months before a meeting would be held. He had been informed that the Council's request tied in with the new Parking Orders for the car park.

It was suggested that a letter of complaint be written and that the Assets Board be asked to meet earlier to make the changes. It was reported that another shop is closing and that people will not come to North Walsham to shop if they can to elsewhere to park free.

It was **RESOLVED**

**That a letter of complaint be written to the District Council and that the Assets Board be asked to meet to consider the Town Council's request before the Parking Orders are implemented.**

10781 **LEADERSHIP OF PLACE**

Mr. Seward reported that until the Marrick Ropes planning application had been resolved the Leadership of Place Project group could not move forward.

10782 **TOWN TEAM**

It was reported that the Pop n Shop would open on 5<sup>th</sup> October until January.

Mrs. Uprichard reported that she would like to launch an Easter Bunny hunt during the school holidays and asked if this item could be put on the next Agenda.

10783 **RETIREMENT**

A letter giving 3 months notice of retirement was submitted from the Town Clerk, Mrs. M. Foster to take effect from 24<sup>th</sup> September, 2015. The Clerk stated that she had thoroughly enjoyed the 17 years with the Town Council and before that with the Urban District Council. Achieving Quality Status and Reaccreditation for the Town Council had been rewarding and qualifying as a Quality Clerk with distinction had also been among her achievements with the Town Council. Thanks were expressed to both past and current councillors and staff for their support.

The Town Mayor thanked Mrs. Foster on behalf of the Town Council for all her hard work over her years of employment and wished her well in her retirement.

The letter of notice was accepted.

Mrs Uprichard left the meeting at this point

10784 **PAYMENTS AND RECEIPTS**

Detailed statements for the months showing the payments and receipts amounting to £37,367.94 and £14,455.43 were submitted and approved.

10785 **AUDITOR'S REPORT**

The External Auditor's report for the year ended 31<sup>st</sup> March, 2013 was received. There were no matters to bring to the Council's attention. The comment regarding the fixed assets was noted.

10786 **PLANNING COMMITTEE**

The minutes of the Planning Committee meetings held on 30<sup>th</sup> July, 2013, 13<sup>th</sup> August, 2013, 3<sup>rd</sup> September, 2013 and 10<sup>th</sup> September 2013 were received. (App. A)

10787 **CCTV**

The minutes of a meeting held on 10<sup>th</sup> September 2013 to consider the CCTV consultation were received. (App. B) It was reported that the District's Overview and Scrutiny Committee had considered the consultation and agreed that the Police should be making a contribution. They did not express a view about any of the options. The consultation would now be considered by Cabinet.

10788 **PERSONNEL COMMITTEE**

The minutes of a meeting of the Personnel Committee meeting held on 10<sup>th</sup> September, 2013 were received and approved. (App. C)

10789 **CHRISTMAS LIGHTS**

The minutes of the Christmas Lights Working Committee held on 10<sup>th</sup> September, 2013 were received and approved. (App. D)

10790 **PARKS & CEMETERY COMMITTEE**

The minutes of the Parks & Cemetery Committee meeting held on 17<sup>th</sup> September, 2013 were received and approved. (App. E)

10791 **CORRESPONDENCE**

1. Thank you letter from LAMS for the donation of £327.70 from the Town Mayor's Charity (Mr. D. Robertson)
2. Copy of NNDC full council minutes for meeting on 18<sup>th</sup> September, 2013.
3. Invitation to attend Who Cares? Autumn conference to be held on 18<sup>th</sup> October, 2013.
4. Letter giving advance notice of forthcoming consultation by NCC on the 2014/15 Budget and savings proposal for 2014/17. It was agreed to put this on the October agenda.
5. Thank you letter from North Walsham Multisports Club.
6. Information from Norfolk RCC re: the national campaign to encourage people to buy oil early.
7. A certificate of community involvement and photographs was submitted from Reeds Partnership re: work to the bus shelters.
8. Invitation to the launch of Coastshare on 10<sup>th</sup> October, 2013.
9. Notice of County Council by-election for North Walsham East was received.
10. Copy of Norfolk Link.
11. Diary Date: Remembrance Sunday service 10<sup>th</sup> November at 3.00 p.m.

10792 **ITEMS FOR NEXT AGENDA**

1. Easter Bunny Hunt
2. Chewing Gum removal
3. Grit Bins