

NORTH WALSHAM TOWN COUNCIL

Minutes of the monthly meeting of the Town Council
Held in the Council Chamber
On Tuesday, 29th May, 2012.

PRESENT

PRESENT

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

10407 **DECLARATIONS OF INTEREST**

Cllrs. E. Seward and Mrs. V. Uprichard declared an interest in all District Council matters.

10408 **APOLOGIES**

There were no apologies – all members were present.

10409 **MINUTES**

The minutes of the monthly meeting held on 24th April, 2012 were approved as a true record and signed by the Town Mayor.

10410 **MATTERS ARISING – FOR INFORMATION ONLY.**

(a) **Tennis Courts (10378b)**

It was reported that work had started on the Tennis Courts.

(b) **Retail Businesses (10388)**

Reference was made to the recent news article about the Government's change for the VAT implications regarding hot food. Mrs. Cornwall reported that she had attended the recent Chamber meeting. Mr. Sims stated that it was at his personal invitation.

10411 **ADJOURNMENT OF MEETING**

On the proposition of Mrs. Cornwall seconded by Mr. Choudhury
It was **RESOLVED**

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

10412 **PUBLIC PARTICIPATION**

See memorandum.

10413 **RECONVENING OF MEETING**

On the proposition of Mr. Wexler seconded by Mr. Turner
It was **RESOLVED**

That the meeting be reconvened.

10414 **POLICE**

PCSO B. Kerr attended the meeting and submitted the monthly crime figures. It was noted that there were two more than for the same period last year and a breakdown was given of the categories of the crimes. PCSO Kerr introduced PCSO Rob King who replaced PCSO Imogen Palmer. It was also reported that Sgt. Kersty Brooks would be moving to Fakenham and Sgt. Pete Magee would take over her role.

Asked how the police were dealing with the problems at Melbourne House with restricted resources it was confirmed that the matter was being investigated. Mr. Seward reported that the District Council had been made aware of the situation and commented on the good liaison with the Bluebell PH. There were concerns about the access and the event attracting young people, many of whom were underage.

Mr. Spencer reported that there were older children using the play equipment at Howlett Close. PCSO Kerr confirmed that this had not been reported to the Police.

The Clerk reported that there had been drinking in the Memorial Park at the weekend when broken bottles had been found in the small play area. The matter had been reported to the Police.

10415 **DISTRICT/COUNTY COUNCILLORS**

A written report was submitted from County Cllr. P. Morse stating that he had received many complaints about the lack of grass cutting. He had tried to investigate the grounds on which utility companies can dig up the roads without consulting other interested bodies. The Federation of Manor Road schools had a full complement of Governors. He had received complaints about speeding in Manor Road and excessive amounts of heavy traffic in the same area.

Members agreed with the complainant in public participation and asked why the County left the grass level high before cutting and the programme of cuts was not uniformed.

A written report was submitted from District Councillors N. Lloyd and E. Seward reporting on 121 Mundesley Road. A detailed report on the apparent lack of co-ordination of work to supply services to the new toilets and the likely timetable for works to continue. Problems already highlighted at Melbourne Road under the Police report.

10416 **TRAFFIC MANAGEMENT PROGRAMME 2012/13**

A letter was submitted from the County Council stating that funding is available for the introduction of waiting restrictions on Manor Road and Kimberley Road, North Walsham as detailed on the accompanying plans. The County Council sought Council's support for the proposed introduction of waiting restrictions at Manor Road and Kimberley Road. It was **RESOLVED**

That the Town Council supports the proposals.

10417 **LEADERSHIP OF PLACE**

An update on the Leadership of Place was submitted by Cllr. E. Seward, giving details of the toilets in Vicarage Street, 4 Market Street, Taxi Rank in Market Street, St. Nicholas Precinct, Market Place improvements, Former Fishmongers Shop, Retail and Property Consultants, Mundesley Road car park and derelict sites.

It was stated that the re-surfacing work in Market Street was a shambles and should be addressed before any new markings for the taxi ranks were laid.

Mrs. Cornwall reported that Bacton Road was due to be dug up again and queried whether the cost would be taken out of the LoP money? It was stated that a fee is charged for digging up the road but enquiries would be made to find out whether a second fee would be charged.

10418 **POPPIES DAY NURSERY**

A letter was submitted from Poppies Day Nursery requesting consideration to extend the garden on the War Memorial Park. "The extension would give lots of positive advantages for the Nursery and would only cover an area of the park that is under the kitchen window and alongside the side of the Pavilion."

It was agreed that the Parks & Cemetery Committee considers the request and report back to the next Council meeting.

10419 **LAUNDRY LOKE**

Mrs. West expressed concern that the derelict site in Laundry Loke was being used as a dumping ground and the security fencing was broken allowing unauthorised entry. The District Council's Environment Department had been made aware of the situation. The owners of the site were being hard to contact. Problem of parked vehicles from adjoining businesses, copper wire theft and a gas leak were mentioned. It was agreed that this land was the worst eyesore in the town and the Chief Executive Officer of the District Council should be made aware of the situation.

It was **RESOLVED**

That the Town Council asks the District Council to issue a Section 215 notice on the owner to properly secure the land.

10420 **WILDFLOWER PLANTING**

Mr. Spencer stated that he had received a licence from the County Council to plant wildflower seeds at the back of the visibility splays at the former Focus site and at the back of the verge opposite on Cromer Road. Cromer Road would be a start to see how successful it is before looking at other entrances to the town. He was hoping to start the work in September and asked for the Council's support. It was confirmed that the flowers would be at the back of the verges and would not hinder any grass cutting. Council gave support to the project.

10421 **COUNCIL OFFICES**

Mrs. Cornwall expressed concern at the apparent lack of emergency training for both Council and voluntary staff and referred to a gas leak incident. It was suggested that a carbon monoxide detector be installed and a list of emergency numbers be made available together with fire drill exercise. It was important that everyone was safe. It was reported that Emergency numbers were in the Volunteers Pack; the Town Mayor and Deputy Mayor's telephone numbers are also situated on the notice board in the hallway. The Council's staff knew that the course of action is to telephone British Gas, NNDC and vacate the building. Also to inform the Town Mayor/Deputy Mayor of action taken. In this instance a faulty valve had been replaced. The District Council is aware of the age and problems relating to the boiler but, at the time of work to the building, there was insufficient money to replace it with a more modern and efficient boiler. With regard to the Carbon Monoxide detector it was suggested that it was the District Council's responsibility to install the equipment as owners of the building. In March The District Council had been requested to provide a fire drill/ fire assessment

etc., and emergency use of fire extinguishers. The request was acknowledged but no further action to date.

It was agreed that the District Council be asked to address these problems as a matter of urgency.

10422 **ST. PAUL LES DAX (10343/b)**

A report was submitted on the visit to St. Paul les Dax on 4- 7 May, 2012 by Mrs. Uprichard, Mr. Robertson and Mrs. Moore. The purpose of the visit was to look around the area and to investigate a possibility of twinning with them at some time in the future. St. Paul les Dax was already in the process of twinning with the Spanish town of Caldes de Montbui. The town has almost the same number of inhabitants as North Walsham but the town is three times the size, is much industrialised and is only 5 kilometres from the premier thermal spa town of Dax in the Aquitaine region. The three representatives felt that this was a project worth pursuing.

On the proposition of Mrs. Uprichard seconded by Mr. Robertson

It was **RESOLVED**

That this Council supports the formation of a twinning Committee (independent of the Town Council) to include different organisations of the town, to continue the liaison with Comite de Jumelage de Saint Paul les Dax.

10423 **ACCOUNTS AND RECEIPTS**

A statement giving details of the payments and receipts to 29th May, 2012 amounting to £15,660.51 and £86,301.98 respectively was submitted and approved. In answer to a question on publicity regarding the bunting it was reported that the East Coast Group had given a discount on the bunting and neither the Town Council nor the company had requested any advertising, this had been at the discretion of the press reporter.

10424 **ACCOUNTS 2011/12**

The Accounts and Supporting Statements for the year ended 31st March, 2012 together with the Risk Assessment Arrangements were submitted for approval. The Annual Return 2011/12 Section 1 – Accounting Statements and Section 2 Annual Governance Statement were also submitted for approval.

It was **RESOLVED THAT**

- (a) **The Accounts and Supporting Statements for the year ended 31st March, 2012 be approved.**
- (b) **The Risk Assessment Arrangements, as submitted, be approved.**
- (c) **Section 1, Accounting Statements, of the Annual Return for 2011/12 be approved**
- (d) **All the statements contained in Section 2, Annual Governance Statement, of the Annual Return for 2011/12 be answered in the affirmative**
- (e) **The Town Mayor and Clerk be authorised to sign all the documents.**

10425 **INTERNAL AUDIT REPORT**

The Internal Audit Report for the year ending 31st March, 2012 was submitted for consideration.

It was **RESOLVED**

That the report be received.

10426 **WAR MEMORIAL PARK**

It was noted that the Council being Trustees of the War Memorial Park had special dispensation to approve the accounts.

The War Memorial Park accounts for the year ended 31st March, 2012 were submitted for approval. It was reported that the accounts had been independently examined by Mr. L. Millward.

It was **RESOLVED**

That the War Memorial Park accounts for the year ended 31st March, 2012 be approved and signed by the Town Mayor.

10427 **MARKET COMMITTEE**

The minutes of a meeting of the Market Committee held on 30th April, 2012 were submitted and approved. (App. A)

10428 **DIAMOND JUBILEE COMMITTEE**

The minutes of a meeting of the Diamond Jubilee Committee held on 1st May, 2012 were submitted and approved. (App.B)

10429 **CHRISTMAS LIGHTS**

The minutes of a meeting of the Christmas Lights Committee held on 1st May, 2012 were submitted and approved. (App. C)

10430 **FUNDAY**

The minutes of a meeting of the Funday Committee held on 1st May, 2012 were submitted and approved. (App. D)

10431 **PLANNING COMMITTEE**

The minutes of the Planning Committee meeting held on 15th May, 2012 were received. (App. E).

10432 **CORRESPONDENCE**

1. Diary Date – Parish Clerks and Councillors – Coffee and Chat – Sea Palling – 20th June, 2012.
2. Invitation from Norfolk Association of Local Councils to attend Summer Event at How Hill Trust Ludham on 8th June.
3. Copy of the proposed Weight Restriction Order for Church Street.
4. Minutes of the Griffon Tourism Forum meeting
5. Copy of NNDC Full Council minutes
6. Copy of NNDC Draft Community Asset Transfer Policy 14 May 2012. It was agreed that the Town Mayor, Deputy Mayor, Mrs. Rose and Mrs. West consider the Policy on behalf of the Town Council.

10433 **ITEMS FOR NEXT AGENDA**

1. Site – Cromer Road
2. Schedule for litter picking
3. Yarmouth Road – footpath from hospital

10434 **EXCLUSION OF PUBLIC AND PRESS**

It was **RESOLVED**

That in view of the confidential nature of the business to be discussed regarding Midland Road and Mundesley Road car parks that the public and press be excluded from the meeting.

10435 **CAR PARKS (10310)**

Notes of a meeting held on 28th May, 2012 to consider further information from the District Council following receipt of a letter dated 29th March from Ms. Fisher. It was suggested that due to the time this matter had taken the Town Council should seek a meeting with the Chief Executive Officer, NNDC.

It was **RESOLVED**

That the District Council be informed:-

- (a) that with regard to Midland Road because of the many complexities over ownership that the District Council retains the responsibilities for this car park and that the Town Council enters into an agreement paying a fixed sum per year to keep Midland Road car park free.**
- (b) That with regard to Mundesley Road car park the Town Council considers that it would be more financially viable for the District Council to retain the responsibilities for this car park and that the Town Council enters into an agreement paying a fixed sum per year to keep this car park free for 2 hours.**
- (c) That a confidential meeting be sought with the Chief Executive Officer, NNDC to bring the matter to a mutual conclusion.**
