

NORTH WALSHAM TOWN COUNCIL

Minutes of the Town Council meeting
Held in the Council Chamber
On Tuesday, 31st May, 2011.

PRESENT

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

10122 DECLARATIONS OF INTEREST

Mrs. V. Uprichard declared an interest in all District Council matters.
A declaration of interest was submitted on behalf of the Town Councillors being Trustees of the War Memorial Park.

10123 MINUTES

The minutes of the meeting held on 26th April, 2011 were approved as a true record and signed by the Town Mayor.

10124 MATTERS ARISING – FOR INFORMATION ONLY

(a) Leadership of Place (10088(d))

It was reported that the alteration work was well in hand and a training meeting for volunteers would be held on 11th June, 2011. Further discussions with the officers of the District Council were on going.

(b) Town Centre Pavements (10092)

It was noted that the holly bush had been removed.

10125 ANNUAL MEETING

The minutes of the Annual meeting of the Town Council held on 17th May, 2011 were approved as a true record and signed by the Town Mayor.

10126 ADJOURNMENT OF MEETING

On the proposition of Mrs. Belson seconded by Mr. Robertson
It was **RESOLVED**

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

10127 PUBLIC PARTICIPATION

See memorandum

10128 RECONVENING OF MEETING

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

That the meeting be reconvened.

10129 **POLICE**

PCSO Lucy Collyer submitted the monthly police crime figures. It was noted that there were 29 crimes in total against 59 crimes for the same period in 2010. It was reported that the partnership day with VOSA had been very successful. It was noted that the SNT would be holding a Well-being event in St. Benet Hall on 13th June, 2011. The Police were discussing with the District Council a complaint received from a resident of Bird's Road regarding football games. The current SNT priorities were 1. Graffiti and criminal damage in War Memorial Park; 2. Cycles on pavements in North Walsham. 3. Youths drinking in the Northfield Road underpass. It was suggested that the police contact the District Council regarding litter/bottles left in the underpass.

10130 **DISTRICT/COUNTY COUNCILLORS**

A written report was submitted from County Cllr. P. Morse stating that the battles over ownership of the Lyngate culvert continue but improvements should be made to the ditches on the northern side of the culvert and the District had accepted they own the ditch behind Osborne Close and would maintain it. Mr. Morse had supported the Town Council's request to add Manor Road schools down into Brick Kiln Road and Happisburgh Road to White Horse Common onto the gritting routes. The lights in Ashfield Road, ownership Flagship Housing, had been repaired after 7 weeks battle to accept responsibility. Councillors were urged to take part in the consultation on the library opening hours. Up to 30 year 11 Students from North Walsham will have the opportunity to join the 'One Big Summer' programme which is a mix of residential programmes and volunteering.

Mr. Seward suggested that the District Councillors should agree to submit one report rather than individual reports. He would be meeting Trevor Ivory to discuss support for the Leadership of Place project. Concern had been expressed with the District Council regarding the pending closure of Focus and asking if any contact had been made with the administrators to see what help could be given and whether there were any plans for the site.

It was confirmed that the street cleaning contract would be closely monitored by the Scrutiny Committee.

Asked whether the 'hit squads' would be coming to North Walsham, Mr. Seward stated that this matter was on the agenda of the next meeting and he would report back in due course.

Mrs. Cornwall referred to the Victory Housing grant fund and stated that some of the houses were in a state of disrepair and invited Mr. Seward to inspect one property in particular.

10131 **FOOTPATH – WILKINSON WAY/YARMOUTH ROAD (10092)**

A reply was submitted from the County Council confirming that the footway link had been adopted as a public highway and maintainable by the County Council. Normally additional lighting was only installed on roads with a known history of night time accidents or incidents. To provide lighting to the appropriate standard in this location would require up to 4 columns and approximately 200m of trenching and reinstatement for which, unfortunately at the moment, funding could not be provided.

It was reported that Mr. Morse had offered to discuss the matter with the Highways Engineer to see if just one light could be installed at the 'dog-leg' to assist residents.

It was agreed to ask Mr. Morse to discuss the matter on the Town Council's behalf.

10132 **MARKET BARRIERS (10093)**

It was reported that the County Council had agreed to pay the reimbursement for the barriers for the year 2010/11. A written reply regarding 2011/12 would be submitted to the next meeting.

10133 **WAR MEMORIAL HOSPITAL**

A letter was submitted from Mr. Cook stating that under the present plans the new hospital is to have a small kitchen which will have no facilities for wholesale provision of meals for patients and it was doubtful that the kitchen would be enlarged. Meals would have to be brought in from Cambridge which would be costly taking into account the transport costs, food containers, reheating the food. Rose Meadow had a kitchen which is used to provide extra meals and it was suggested that the hospital meals be provided freshly cooked from the Rose Meadow kitchens which would provide freshly cooked meals suited to the needs of sick people and the community would also benefit if food was sourced from local suppliers rather than from district areas. Mr. Cook requested the Town Council's support by writing to the PCT asking them to investigate this proposal.

Mrs. Cornwall agreed with all that Mr. Cook had said during public participation and referred to the kitchen provided by the Friends of the Hospital and the very adequately sized kitchen in Rebecca House.

It was **RESOLVED**

That Mr. Cook's proposal be supported and that a letter be written to the Health Authority with copies to Norman Lamb, MP., District Council. (and Mr. Cook)

10134 **CIVIC YOUTH AWARD**

A nomination was submitted from Mrs. Gilham nomination Amy Chare for a youth award because of her work with the St. John Ambulance.

It was **RESOLVED**

That Amy Chare be presented with a Civic Youth Award at the next meeting of the Town Council.

10135 **PAYMENTS AND RECEIPTS**

A statement giving details of the payments and receipts to 31st May, 2011 amounting to £18,480.23 and £76,924.66 respectively was submitted and approved.

10136 **INTERNAL AUDITOR'S REPORT**

The Internal Auditor's Report for the year ending 31st March, 2011 was submitted and approved.

10137 **ACCOUNTS**

The Statement of Accounts and Supporting Notes for the year ended 31st March, 2011 was submitted.

It was reported that the photocopier had six months to run before the lease expired and members were asked to consider suspending standing orders to allow the officers, in discussion with the Town Mayor and Deputy Mayor to investigate entering into an earlier agreement with the current firm for a similar machine which would avoid additional expense in moving the copier to the ground floor.

It was **RESOLVED**

- (a) That standing orders No. 12 be suspended and that the officers be given delegated powers to investigate the possibility of entering into an earlier agreement for replacement photocopier.
- (b) That the Statement of Accounts and Supporting notes for the year ended 31st March 2011 be approved and signed by the Town Mayor.

10138 ANNUAL RETURN

The Annual Return, Section 1, Statement of Accounts and Section 2, Annual Governance Statement for the year ended 31st March, 2011 were submitted, together with notes relating to Section 2, including the Risk Assessment.

It was **RESOLVED**

That Section 1, Statement of Accounts of the Annual Return for 2010/11 be approved and the Town Mayor and Town Clerk be authorised to sign it for submission to the External Auditor and

- (a) That all the statements contained in Section 2, Annual Governance Statement of the Annual Return for 2010/11 be answered in the affirmative and the Town Mayor and Town Clerk be authorised to sign it for submission to the External Auditor.
- (b) That the Risk Assessment report as submitted be approved.

10139 WAR MEMORIAL PARK – ACCOUNTS

The accounts and report to the year ended 31st March, 2011 in respect of the War Memorial Park were submitted for approval.

It was **RESOLVED**

That the War Memorial Park accounts and report, as submitted, be approved and the Town Mayor authorised to sign them for submission to the independent examiner and then on to the Charity Commission.

10140 FUTURE OF LOCAL PUBLIC AUDIT

It was reported that the aim was to bring arrangements for local councils into line with other sectors. The Communities and Local Government was therefore considering a process under which the income and expenditure of a body determines what 'level' of audit or scrutiny was required; the greater the income/expenditure the more scrutiny required. The consultation paper was in 5 parts and only those questions directly relevant to parish and town councils had been repeated in full. It was suggested that the Personnel Committee be given delegated powers to consider the questions and reply on the Council's behalf.

It was **RESOLVED**

That the Personnel Committee be given delegated powers to consider the consultation and reply on the Council's behalf.

10141 FUNDAY

The minutes of the Funday Committee held on 3rd May, 2011 were submitted and approved. (Appendix A) Mr. Robertson stated that he would be very grateful for the help of councillors on the day to help man the Christmas Lights tombola stall. Members were also asked whether they wished to have a Town Council stall.

10142 **CHRISTMAS LIGHTS**

The minutes of the Christmas Lights Working Group held on 3rd May, 2011 were submitted and approved. It was reported that £200 had been received from the Continental Market for the Christmas Lights fund. (Appendix B)

10143 **PLANNING COMMITTEE**

The minutes of the Planning Committee meetings held on 26th April, 2011 and 17th May, 2011 were received. (Appendix C)

10144 **CORRESPONDENCE**

1. Invitation to attend official launch of the "Griffon Country" website on 3rd June, 2011.
2. Invitation from NHS Norfolk to attend the completion of Stage 1 of the re-development at North Walsham and District War Memorial Hospital – Rebecca House on 14th June, 2011.
3. Invitation to send 2 representatives to Community Resilience Workshop on 19th July at Cromer.
4. Notification from Victory Housing Community Fund that the Council's request for additional funding for outdoor exercise equipment was unsuccessful. An order had been placed for 2 pieces of equipment and the shortfall would be taken from the play equipment reserve as previously agreed.
5. Minutes of North Walsham in Bloom meeting held on 3rd May.
6. Copy of Norfolk Link Extra
7. Information relating to the Big Tidy Up and Lunch celebrations on 5th June.
8. Invitation to attend Larger Councils meeting on 20th June 2011 at Dereham.
9. Letter from County Council stating that the North Walsham, Yarmouth Road, Tollgate Road and Field Lane) (30mph Speed Limit) Order 2011 scheme will go ahead as originally advertised.
10. Notification of "Everyone's Future" event to be held on 17th June, 2011.
11. Notification from NNDC that the car park machines in Vicarage Street, New Road and Bank Loke are scheduled for replacement/installation on 14/15 June, 2011.
12. Copy of Norfolk Voice June 2011.

10145 **ITEMS FOR NEXT AGENDA**

1. Pigeon update
2. Dropped Kerbs – Station Road/Recreation Road (Mrs. West)
3. Business Regeneration (Mrs. Cornwall)
4. Victory Housing Trust (Mrs. Cornwall)

V. Upward