



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 22 February 2022, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Bull (Chair); Cllr Beach; Cllr Covell; Cllr Cracknell; Cllr Felstead; Cllr Fryer; Cllr Golder; Cllr Gray; Cllr Heinrich; Cllr Hester; Cllr Murphy; Cllr Sims; Cllr Spall; Cllr Wright;

District Councillors: Cllr Lloyd; Cllr Gay; Cllr Seward;

County Councillors: Cllr Shires; Apologies from Cllr Penfold

Town Clerk: Ms J Shields

Members of Public: 1

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Dibben (hols); Cllr Shaw (Work)

2. DECLARATIONS OF INTEREST - (Standing Orders: 13b-pecuniary interest; 13c-personal interest if the code of conduct requires; Councillors will leave the meeting for the item, unless a dispensation is granted)

Personal interests: Cllr Hester and Cllr Wright item 9.4, 'grant for 1381 event'; Cllr Hester, Cllr Cracknell, Cllr Murphy, and Cllr Bull item 8.3.2, 'budget for Platinum Jubilee event'

Pecuniary interests: None

3. TO APPROVE MINUTES OF PREVIOUS MEETING - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)

3.1. To approve minutes of the Council meeting 25 January 2022

As proposed by Cllr Wright and seconded by Cllr Cracknell, it was **RESOLVED** that the minutes of the Council Meeting held on 25 January 2022 be agreed as an accurate record

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

5. PUBLIC FORUM - (Standing Orders:- 3e-Items on this agenda; 3f-Total duration max 15mins; 3g-Max 3mins per person; 3h-Questions do not require a response at this meeting)


The new Vicar of St Nicholas Church introduced himself

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

6.1. Police

6.2. District Councillors

6.3. County Councillors

Signed:.....

Date:.....29/3/22.....



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7. PLANNING

7.1. Local Plan Consultation

It was discussed that the documents reflect the issues and concerns that we raised during the process, and to make a response on the portal conveying this

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

8.1. To consider costs for North/South Cemetery kerbstones, deferred from Oct meeting

It was discussed that new kerbing was needed at the bottom of the Cemetery Rd, and near the new Vehicle Compound. Other kerbstones need resetting, including lip on the path to GoR
As proposed by Cllr Felstead and seconded by Cllr Gray, it was **RESOLVED to approve the quote from JA Plant Hire to install the required new kerbstones**

8.2. To consider Remembrance Day Parade including costs, deferred from Oct meeting (GB)

It was discussed that no road closures would be necessary as the road wouldn't be closed for any longer than 15 minutes and if it was a Council event it would come under the Council's insurance. Marshalls and staff time would be the only foreseeable costs.

As proposed by Cllr Murphy and seconded by Cllr Cracknell, it was **RESOLVED to take on the work and costs involved in holding the Remembrance Day Parade**

Cllr Gray asked it to be noted that he was not happy with taking on the Remembrance Day Parade

8.3. To consider details for Queens Platinum Jubilee event

8.3.1 Add events to the D&A ToR's

The ToR's were agreed with the addition of Events in the budget costs

As proposed by Cllr Heinrich and seconded by Cllr Cracknell, it was **RESOLVED to approve the ToR's**

8.3.2 To consider budget for the event

It was discussed there would be fireworks, games, bouncy castles, stalls, portable toilets, bands, outside bar, etc.

As proposed by Cllr Gray and seconded by Cllr Wright, it was **RESOLVED to approve the budget at a maximum of £10K for the Platinum Jubilee Event**

8.4. To consider Streetlight tender as recommended by F&G

Although F&G recommended a different contractor, it was discussed that as we have been with Cozens for the last 3 years and their tender was the cheapest, we should stay with Cozens.

As proposed by Cllr Murphy and seconded by Cllr Sims, it was **RESOLVED to approve the Streetlight Tender from Cozens for the next 3 years**

8.5. To consider new Tor's for Markets Committee

It was discussed that the quorate would be 4; Pop up stalls could be purchased; Market rent – collecting and allowing bad weather credits. Rent prices are set by Finance & Grants

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As proposed by Cllr Murphy and seconded by Cllr Fryer, it was **RESOLVED** to approve the new Market ToR's, with the above suggestions

8.6. To consider 'Meet and Greet' sessions with the public

It was discussed that as we are 'slated' on social media, we could do meet and greet sessions initially with a pop-up stall in the Market, followed by the Library and Community Centre. Starting with a Sunday Market and 4 Councillors, when the weather is warmer in April time

As proposed by Cllr Bull and seconded by Cllr Hester, it was **RESOLVED** for Cllr Beach to take the lead and circulate ideas to Councillors for co-ordination and liaise with M&I for marketing ideas

9. FINANCE

9.1. To approve income and expenditure for January 2022

As proposed by Cllr Cracknell and seconded by Cllr Felstead, it was **RESOLVED** to approve income & expenditure for January 2022

9.2. To approve expenditure up to 15 February 2022

As proposed by Cllr Heinrich and seconded by Cllr Sims, it was **RESOLVED** to approve expenditure up to 15 February 2022

9.3. To consider an annual grant for 'Funday 2022' - £1,000 towards Marquee and P.A. system

It was discussed that they claim for the same expenditure annually

As proposed by Cllr Bull and seconded by Cllr Gray, it was **RESOLVED** to approve a grant of £1,000, to be paid on receipt on invoices

9.4. To consider grant for '1381 Event' - £5,000 to make sure everyone has opportunity to take part

It was discussed that although more money had been agreed for the event, as yet it hadn't been received, and it was requested for a breakdown of exactly what the money was to be spent on.

Cllr Felstead proposed to amend the motion to a grant of £2,500

If the event is short of money, there is no objection of them coming back for another grant

As proposed by Cllr Felstead and seconded by Cllr Murphy, it was **RESOLVED** to approve a grant for £2,500, to be paid on receipt of invoices

10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

10.1. Councillor Attendance sheet for Meetings (attached)

10.2. Mayors Report

10.2.1. Welcomed the Vicar at the Church on Sunday 20 February

10.2.2. Several meetings at the North/South Cemetery for CCTV, Kerbstones and Tarmacing

10.2.3. Meeting with the County Highways about the bus interchange - 3 bus stops with sedum roofs and electronic timetables, only 2 of them would be used to start with. Bus stop outside Roys will be dismantled and the toilets will be refurbished

10.3. Clerk's decisions - (by either Financial Regulation 4.1-In conjunction with Council Chair or Vice Chair, or Committee Chair within budget under £1,000; OR 4.5-Urgent, essential, health & safety or if the Clerk deems necessary)

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10.3.1. Agree work experience high school pupil in July – Clerk, Chair & Deputy Chair

10.3.2. Hire portable toilets for Platinum Jubilee – Clerk & Chair

10.3.3. Hire Bouncy Castles & games for Platinum Jubilee – Clerk & D&A Chair

10.3.4. Hire bands PA system for Platinum Jubilee – Clerk & D&A Chair

11. UPDATES

11.1. Cllr Hester has resigned from Finance. No replacement is needed before Annual meeting

11.2. Bus interchange update – given in Mayor’s report ‘item 10.2’

11.3. AGAR return for 19/20 has finally been signed off, the decision is – nothing to answer

11.4. S106 monies for memorial statue, plaque cleaning and obelisks, has been invoiced and received

12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS – available on NWTC website

12.1. Personnel – 7 February 2022

12.2. Development & Amenities – 8 February 2022

12.3. Finance – 10 February 2022

12.4. Personnel – 14 February 2022

12.5. Markets – 15 February 2022

13. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY - (Standing Orders:- 9b-Agenda items to be received at least 7 clear days before the meeting; 9f-The Proper Officers decision whether to include the items on the agenda shall be final. The deadline to accept items for the next agenda is 16.4.22)

- Tarmacing the road in the North/South Cemetery
- Sainsburys Wall connecting to the Chapel Cemetery

14. DATES OF FORTHCOMING MEETINGS AND EVENTS

14.1. Media & Information – Tuesday 8 March 2022, 18.30, at 18 Kings Arms Street

14.2. Markets – Tuesday 15 March 2022, 19.00, at 18 Kings Arms Street

14.3. Personnel – Thursday 24 March 2022, 17.30, at 18 Kings Arms Street

14.4. Full Council – Tuesday 29 March 2022, 18.30, at 18 Kings Arms Street

The meeting closed at 19.50

Signed:..........

Date:..........