



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 25 July 2023, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Wright (Chair); Cllr Beach; Cllr Dibben; Cllr Eastwick; Cllr Gray; Cllr Spall; Cllr Shires; Cllr Dibben; Cllr Hester

District Councillors: Cllr Shires;

County Councillors: Cllr Shires; Cllr Penfold

Assistant Town Clerk: Ms F Collett

Members of Public: 2

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Heinrich

Cllr Covell

District: Cllr Sims, Cllr Bull

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 Shires: 9.3 & 10.5

Pecuniary interests: None

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

As proposed by Cllr Shires and seconded by Cllr Hester and following amendments made to point 7.2, it was **RESOLVED** that the minutes of the Council Meeting held on 27 June 2023 be agreed as an accurate record.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES – Decision/Action Log

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)

6. TO RECEIVE MONTHLY REPORTS

6.1. County Councillors

6.2. District Councillors

18:46 Cllr Penfold left the meeting

Signed: 

Date: 26/9/23



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

7.1. Committee Vacancies -

As proposed by Cllr Hester and seconded by Cllr Eastwick it was **RESOLVED** that Cllr Wright will join the Poor's Allotment Committee

As proposed by Cllr Shires and seconded by Cllr Dibben it was **RESOLVED** that Cllr Eastwick will join the Finance Committee

As proposed by Cllr Hester and seconded by Cllr Spall it was **RESOLVED** that with the exception of the two previously listed nominations, election of new members onto committees will be paused until such time as new Councillors are recruited to the Town Council

7.2. **M&I ToR's & Policies** - As proposed by Cllr Shires and seconded by Cllr Dibben it was **RESOLVED** to accept the review 2023 changes made to the M&I Advertising Policy. Further discussion is needed regarding payment for removal of approved Banners and Posters.

7.3. **Community Shop Benches** - As benches have now been placed outside Cedars (area initially proposed for the Community Shop benches), this matter has now been referred back to the D&A committee for consideration.

7.4. **Long Term Objectives** - As proposed by Cllr Gray and seconded by Cllr Shires it was **RESOLVED** to request that Councillors use the recess period to collate ideas for the Councils '4 year plan' and discuss at the September meeting.

7.5 Personnel Committee - Agreed that Cllr Hester would jointle committee.

8. FINANCE

8.1. As proposed by Cllr Shires and seconded by Cllr Gray it was **RESOLVED** to approve income since June 23 meeting

8.2. As proposed by Cllr Wright and seconded by Cllr Spall, it was **RESOLVED** to approve expenditure since June 23 meeting

8.3. Grant request from North Walsham in Bloom

As proposed by Cllr Dibben and seconded by Cllr Eastwick, it was **RESOLVED** not to offer a grant, but instead to offer a donation and that that donation should be of the requested £2500.

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

9.1. Attendance % sheet

9.2. Councillor training available:

9.3. 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)

Dog Show In Memorial Park (20th Aug)

Bradfield Cricket Club Banner

Banner for North Walsham Beer Festival

10. TO RECEIVE UPDATES

10.1. **Bluebell Pond Working Group (SD)** – the pond clearance was a success and pond is now looking very neat and tidy. Awaiting quote from individual offering training in Silt Clearance so that the BPC may undertake the work themselves.

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- 10.2. **Co-Option Procedure (MG/LS)** – a ‘Skills Audit’ to be passed around councillors during August. Cllr Gray to collate answers and feedback results with a view to highlighting suggested areas of expertise to focus on when selecting new councillors. Training budget for Councillor’s to be discussed in Finance Meeting
- 10.3. **Staff Vacancies (MG/LS)** – SLCC have been contacted with a view to requesting an independent Job Evaluation. Job descriptions to be reviewed in September as agreed in Personnel Meeting.
- 10.4. **Fireworks** – (MG/LS) This matter was deferred as no information has been supplied by Rob Scammell
- 10.5. **Dinosaur** – Still awaiting actual measurements but it has been confirmed that the foot print will be similar to the ‘Hare’ with additional length to allow for the tail. Cllr Shires to chase for actual size

11. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 11.1. Markets 11th July – Cherrie to deliver upon her return
- 11.2. M&I 11th July
- 11.3. Personnel 18th July

12. 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 18.7.23)

- Next Agenda - New Estates and Bins to be discussed
Update - Cllr Shires provide a SNAP update (added to website)

13. DATES OF FORTHCOMING MEETINGS

- 13.1. Finance 15th August
- 13.2. Media & Information – TBC
- 13.3. Personnel – 5th September
- 13.4. D&A – 12th September
- 13.5. Full Council – 26th September

14. TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 for confidential matters

No confidential matters were discussed

The meeting closed at 19:55

Signed:

Date: 26/9/23

