



NORTH WALSHAM TOWN COUNCIL

Council Meeting – Tuesday 28 November 2023

Published: 21 November 2023

Time: 18.30

Place: 18 Kings Arms Street, North Walsham NR28 9JX

Councillors are hereby summoned to attend the above meeting of the Council.

All members of the public and press are welcome to attend and are allowed to address the Council during our Public Participation Forum (item 5) but are not permitted to take part in any of the debates.

Assistant Town Clerk

*The Council have signed the 'Civility in Public Life Pledge' agreeing no intimidation, abuse, or harassment
Councillors must fulfil the duties of the following Nolan Principles*

Selflessness - decisions solely in public interest

Objectivity - decide without discrimination or bias

Accountability - submit to scrutiny for all decisions

Openness - give reasons for decisions made

Integrity - not make decisions for financial gain

Honesty - be truthful & declare private interests

Leadership - promote these principles & challenge poor behaviour

AGENDA

Standing Orders: 1a-Motions shall be considered in the order they appear unless changed at the discretion of the Chair; 1p-A point of order shall identify the standing order that has been breached; 3v-'Quorate' is at least one third of the Whole Council (6); 3x-The meeting should not exceed 2hrs; 7a-A resolution cannot be reversed within six months except by a special motion; 7b-No item shall be moved at a meeting unless it is on the agenda;

1. **APOLOGIES FOR ABSENCE** - (To be recorded, the Lead Officer should be notified no later than 17:00 on the day of the meeting)
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)
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)
To approve minutes of the Council meeting 10 October 2023
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)
War Memorial Hospital (100 Year Celebrations & Future of Hospital) – Keith Jarvis
6. **FINANCE**
 - 6.1. To approve income since October meeting
 - 6.2. To approve expenditure since October meeting
 - 6.3. To adjust the agreed Grant amount offered, to bring in line with the actual amount requested – Good Neighbours

7. TO RECEIVE MONTHLY REPORTS

- 7.1. District Councillors
- 7.2. County Councillors

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

- 8.1. To agree renewal of lease for Sadlers Rooms/Heritage Centre (5 years) 2023/2028
- 8.2. To discuss training courses required/available to councillors and staff
- 8.3. To agree the revised EMP for the EPIC Run
- 8.4. To agree the EMP for the 2024 Beer Festival
- 8.5. To consider ideas to support the Governments Diversity plan
- 8.6. To discuss the 2024-25 Precept
- 8.7. To agree production of a Neighbourhood Plan for North Walsham
- 8.8. To agree use of park for music event on 17/18 August
- 8.9. To agree the quote for the bore hole in the proposed new cemetery land

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 9.1. Correspondence
Letter & Complaint Form from Emma Smith - North Walsham Job Centre
- 9.2. Clerk's decisions - (by either Financial Regulation 4.1-In conjunction with Council Chair / Deputy Chair or Committee Chair within budget under £1,000; OR 4.5-Urgent, essential, health & safety or if the Clerk deems necessary)
None

10. TO RECEIVE UPDATES

- 10.1 Report on Remembrance Celebration (BW)
- 10.2 Update on HAZ projects (BW)

11. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- M&I – 17.10.23
- Markets – 17.10.23
- Finance - 17.10.23
- D&A – 14.11.23
- Personnel – 15.11.23

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)

- Naming of Dinosaur

13. DATES OF FORTHCOMING MEETINGS

- Markets 12 December
- M&I 12 December
- Full Council Meeting 19 December

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

- 14.1 To Agree the appointment of the Clerk and RFO