

# NORTH WALSHAM TOWN COUNCIL

## MINUTES of the TOWN COUNCIL MEETING

held on 29<sup>th</sup> May 2018

**Present:**

**Town Councillors** Cllr Hester (Chair), Cllr E Addison, Cllr A Fryer, Cllr R Harris, Cllr J Melville, Cllr R Murphy, Cllr M Seward, Cllr D Turner, Cllr E Wheeler, Cllr J Witte

**District Councillor** Cllr V Gay, Cllr N Lloyd, Cllr E Seward

**Acting Town Clerk** Ms J Shields      **Deputy Town Clerk** Ms T Foster

**Members of Public** 5

The meeting opened at 19.00

**1 DECLARATIONS OF INTEREST**

Cllr Wheeler – item 6a, Cllr Melville – item 6f, Cllr Witte – item 6f, Cllr Hester – item 13a, J Shields - item 13a, T Foster – item 13a

**2 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr G Bull (Work), Cllr F Choudhury (Ramadan), Cllr P Edge (Work), Cllr R Mooney (holiday), Cllr S Stuckey (Work),

**3 TO AGREE MINUTES OF PREVIOUS TOWN COUNCIL MEETING**

As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

**That the minutes of the meeting held on 24 April 2018 were agreed as a true record**

Cllr Seward abstained

**4 TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION AND EXTERNAL REPORTS**

As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

**That the meeting be adjourned in accordance with the Public Bodies (Admission to Meetings) Act 1960 to permit public participation and external reports.**

It was proposed to suspend Standing Order 3f (maximum duration of 15mins) for public participation

- **Verbal reports were received from 4 members of public regarding the continual disturbance in the War Memorial Park**
- **Reports from District Councillors** - Verbal reports were received from District Cllr E Seward and District Cllr N Lloyd

As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

**That the meeting be reconvened**

**5 TO RECEIVE REPORT FROM THE TOWN MAYOR/DEPUTY MAYOR**

The verbal report included attending:-

- 9.5.18 – Opening Charity Shop by Lady Priscilla Bacon
- 50<sup>th</sup> Birthday of North Walsham Library

**6 ITEMS FOR DECISION/DISCUSSION BY THE TOWN COUNCIL**

*B. Hester*  
26.6.18

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- a. Request from Funday for Carnival Float 23.6.18 – As proposed by Cllr Murphy and seconded by Cllr Harris it was **RESOLVED**

To enter a float using the Councils Flatbed Truck. Councillors to get together to decide theme

- b. CCTV at Trackside and 4a Market Street – As proposed by Cllr Addison and seconded by Cllr Seward it was **RESOLVED**

To defer until the next meeting

- c. To consider options for inscription on Market Cross – As proposed by Cllr Turner and seconded by Cllr Murphy, it was **RESOLVED**

To install a Lectern and have it installed by the water fountain Fi

Cllr Addison to liaise with Fi to see if any funding is available

- d. To consider Town Strategy Reports – To organise a working group to simplify and prioritise

- e. Disability Survey Progress Report – Cllr Melville updated everyone on how the Surveys were progressing

- f. St Nicholas Court Update – Cllr Witte updated everyone on the purchase and regeneration of St Nicholas Court

### 7 CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- a. Action Log update for May  
b. Norfolk ALC Training & Events Calendar for July  
c. Crime Updates for April – to arrange a meeting with Inspector Futter  
d. Council attendance percentages for 2017/2018

Julie

### 8 FINANCE

- To approve payments and receipts for April 2018 - As proposed by Cllr Murphy and seconded by Cllr Witte, it was **RESOLVED**  
That the payments and receipts be approved
- To approve payments up to 18 May 2018 - As proposed by Cllr Murphy and seconded by Cllr Addison, it was **RESOLVED**  
That the payments report be approved
- To approve new subscription to NPTS £500 – It was decided to defer to the next meeting - proposing to subscribe for a year, compiling a document to compare the templates and support given by NPTS against NALC

### 9 TO RECEIVE REPORTS FROM GROUPS AND COMMITTEES

- a. Market Minutes – 3 May 2018  
b. Development & Amenities Minutes – 8 May 2018  
c. Personnel & Grants Minutes – 15 May 2018 – Deferred to item 13 CONFIDENTIAL MATTERS

B. H. H. 26.6.18

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d. Annual Full Council Meeting – 15 May 2018

### **10 DATES OR FORTHCOMING MEETINGS AND EVENTS**

- Planning Committee - Tuesday 26 June 2018, 18.30 at Day Spring Centre
- Full Council Meeting - Tuesday 26 June 2018, 19.00 at Day Spring Centre
- Personnel & Governance Committee - Monday 4 June, 18.30 at 18 Kings Arms Street
- Media & Information Committee - Monday 11 June, 19.00 at 18 Kings Arms Street
- Finance & Grants Committee - Friday 8<sup>th</sup> June, 12.00 at 18 Kings Arms Street
- Planning Committee - Tuesday 12 June 2018, 18.30 at Day Spring Centre
- Development & Amenities Committee - Tuesday 12 June 2018, 19.00 at Day Spring Centre

### **11 ITEMS FOR NEXT AGENDA**

- Continual disturbance at the War Memorial Park
- CCTV at 4a Market & Trackside
- NPTS Governance support comparison
- Update on Market Cross inscription
- Update on meeting with Inspector Futter

**12 EXCLUSION OF PUBLIC AND PRESS UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED** To exclude the public and press due to the confidential nature of matters to be discussed

### **13 CONFIDENTIAL MATTERS**

It was decided to discuss DPO and Cemetery Lodge first as Cllr Hester, J Shields & T Foster had an interest in the other two items

- DPO Role – recommendation from Personnel Committee. As proposed by Cllr Witte and seconded by Cllr Murphy, it was **RESOLVED**  
To accept the recommendation that T Foster be the new DPO
- Cemetery Lodge – Quotes are being obtained

20.50 - Cllr Hester, J Shields and T Foster left the room

- Receive minutes from the Personnel & Grants Committee - 15 May 2018
- Staff appraisal pay increases, recommended from Personnel Committee 1 recommendation deferred to Personnel Committee
- Extending staff trial periods until beginning of September 2018 - It was voted unanimously to reject extending the trial period

The meeting closed at 21:15

B. Hester  
26.6.18