

NORTH WALSHAM TOWN COUNCIL

Minutes of the Full Council Meeting

held on 25 June 2019, at the 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr G Bull (Chair), Cllr B Hester, Cllr F Choudhury, Cllr N Clancy, Cllr N Felstead, Cllr A Fryer, Cllr M Gray, Cllr Harris, Cllr I Jackson, Cllr R Murphy, Cllr P Oakes, Cllr R Sims, Cllr B Wright

District Councillor: None

Town Clerk: Ms J Shields

Members of Public: 1

The meeting opened at 19.05

1. APOLOGIES FOR ABSENCE

Cllr P Heinrich – Meeting at District, Cllr Melville – Hols, Cllr Wheeler - ill

2. DECLARATIONS OF INTEREST

Personal interests - None

Pecuniary interests - None

3. TO AGREE MINUTES OF PREVIOUS TOWN COUNCIL MEETING

As proposed by Cllr Hester and seconded by Cllr Sims, it was **RESOLVED** that the minutes of the meeting held on 29 May 2019 be agreed as a true record

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

As proposed by Cllr Clancy and seconded by Cllr Murphy, 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.

a. Verbal Public Participation reports

- NW Play – Update on play parks, equipment and new skate park

b. Reports from District & County Councillor

Cllr P Heinrich District Council - A written report regarding Wetherspools

Cllr N Lloyd District Council – A written report regarding benches at the Market Cross

As proposed by Cllr Murphy and seconded by Cllr Choudhury, it was **RESOLVED** that the meeting be reconvened

5. TO RECEIVE A MONTHLY REPORT FROM THE TOWN MAYOR

- Attended Friesenried meeting
- Officiate over the Royal Family for Funday

RS
25.7.19

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

- a. To consider changes to ToR's
 - i. To consider changes Media & Information ToR's as recommended by M&I – As proposed by Cllr Bull and seconded by Cllr Hester, it was **RESOLVED to approve amendments to ToR's with the removal of – CCTV use of**
 - ii. To consider changes to Planning ToR's as recommend by Personnel – As proposed by Cllr Harris and seconded by Cllr Gray, it was **RESOLVED to approve amended ToR's**
 - iii. To consider changes to all committee ToR's as recommended by Clerk following training – As proposed by Cllr Oakes and seconded by Cllr Murphy, it was **RESOLVED to approve amended ToR's**
- b. To consider quotes for Woodville Chain link fencing - As proposed by Cllr Murphy and seconded by Cllr Jackson, it was **RESOLVED to accept the quote from Renosteel at £8750 +VAT**
- c. To consider Parish Paths Seminar (BW)
 - i. To discuss the appointment of a foot path warden – As proposed by Cllr Oakes and seconded by Cllr Harris, it was **RESOLVED to appoint Cllr Wright as the Foot Path Warden**
 - ii. To investigate unrecorded footpaths or bridleways – asked all Councillors to look at the map to see if they can identify any gaps where new paths can be created and bring back to September's meeting
- d. To consider any ideas for Parish Partnership bid and recommend to Finance Committee – discussed and asked if any Councillors have any ideas to be recommended to Finance
- e. To consider how to deal with blocked Pathways – draft Standard letter (GB) As proposed by Cllr Oakes and seconded by Cllr Sims, it was **RESOLVED to amend letter and email to all Councillors and take back to Full Council**
- f. To consider any amendments to CCTV policy (GB) – As proposed by Cllr Jackson and seconded by Cllr Murphy, it was **RESOLVED for M&I to address perceived shortcomings on CCTV policy, report suggestions back to Personnel any agreed amendments back to Full Council**
- g. To consider Recycle bins within the town centre (RS) – to replace town centre litter bins with double bins with recycling/litter. As proposed by Cllr Sims and seconded by Cllr Murphy, it was **RESOLVED to get more information and costs, then take back to Full Council**
- h. Recommendation by M&I for administration changes to Facebook – As proposed by Cllr Murphy and seconded by Cllr Hester, it was **RESOLVED to be Council Business only and admin is Staff only to approve with all comments turned off**
- i. To consider Voluntary Litter picking (GB) – As proposed by Cllr Murphy and seconded by Cllr Choudhury, it was **RESOLVED to authorise a spend of up to £400, write a risk assessment, policy and induction, then go to individual wards for assistance**
- j. To appoint External representative for
 - i. Pub watch meetings – Cllr Harris was appointed
 - ii. Historic England under the guise of High Street Heritage Action Zones (bid being drafted by NNDC Heritage Funding) – Cllr Hester, Cllr Oakes were appointed
- k. To Use Council chamber for Friesenried meetings (GB) – As proposed by Cllr Murphy and seconded by Cllr Hester, it was **RESOLVED to allow Friesenried to use the Ceremony room for their meetings**

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- i. To think about how we tie in with District Councils Climate Change declaration (NC) As proposed by Cllr Sims and seconded by Cllr , it was **RESOLVED to appoint Cllr Clancy to represent the Council at the Climate Change Forum**

7. FINANCE

- a. To approve income and expenditure for May 2019 - As proposed by Cllr Murphy and seconded by Cllr Sims, it was **RESOLVED to approve**
- b. To approve expenditure up to 18 June 2019 - As proposed by Cllr Murphy and seconded by Cllr Fryer, it was **RESOLVED to approve**

8. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- a. Police Newsletter June 2019
- b. Speedwatch updates for March, April & May 2019
- c. Attendance percentage table for 2018-19

9. UPDATES

- a. Action Log June 2019 – add a Target Completion date

10. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- a. Planning Meeting – 28 May 2019
- b. Media & Information Committee – 5 June 2018
- c. Personnel & Governance Committee – 5 June 2019
- d. Finance & Grants Committee – 5 June 2019
- e. Planning Meeting – 11 June 2019
- f. Development & Amenities Committee – 11 June 2019
- g. Finance & Grants Committee – 18 June 2019

11. DATES OF FORTHCOMING MEETINGS AND EVENTS

- Media & Information Committee – Tuesday 2 July 2019, 18.30 at 18 Kings Arms Street
- Personnel & Governance Committee – Tuesday 2 July 2019, 19.30 at 18 Kings Arms Street
- Planning Committee – Tuesday 9 July 2019, 18.30 at 18 Kings Arms Street
- Development & Amenities Committee – Tuesday 9 July 2019, 19.00 at 18 Kings Arms St
- Data Protection Training – Monday 15 July 2019, 19.00 at 18 Kings Arms Street
- Planning Committee – Tuesday 30 July 2019, 18.30 at 18 Kings Arms Street
- Full Council – Tuesday 30 July 2019, 19.00 at 18 Kings Arms Street Meeting

12. TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 for confidential matters - As proposed by Cllr Sims and seconded by Cllr Hester, it was **RESOLVED to exclude the public and press**

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13. CEMETERY LODGE

Conveyancing details were discussed, and restriction covenants agreed to be applied to deeds

14. ITEMS FOR NEXT AGENDA

- Paths update
- Recycle bins
- Blocked pathway letter

The meeting closed at 20.30

30.7.19
K. Suss