

NORTH WALSHAM TOWN COUNCIL

Minutes of the Full Council Meeting

held on 30 April 2019, at the Day Spring Centre, Black Swan Loke

Present:

Town Councillors: Cllr B Hester (Chair), Cllr G Bull, Cllr P Edge, Cllr A Fryer, Cllr I Jackson, Cllr J Melville, Cllr R Mooney, Cllr R Murphy, Cllr M Seward, Cllr S Stuckey, Cllr D Turner, Cllr E Wheeler

District Councillor: Cllr N Lloyd

Town Clerk: Ms J Shields

Deputy Clerk: Ms T Foster

Members of Public: 0

The meeting opened at 19:00

The Chair thanked all Councillors that were retiring for all their help over the last 4 years, especially Cllr Turner who has been on the Council for the last 12 years

1. APOLOGIES FOR ABSENCE

Cllr E Addison – Work, Cllr F Choudhury – Hols, Cllr R Harris – Work, Cllr J Witte – Work

2. DECLARATIONS OF INTEREST

Personal interests - None

Pecuniary interests - None

3. TO AGREE MINUTES OF PREVIOUS TOWN COUNCIL MEETINGS

As proposed by Cllr Stuckey and seconded by Cllr Murphy, it was **RESOLVED** that the minutes of the meeting held on 26 March 2019 be agreed as a true record

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

As proposed by Cllr Murphy and seconded by Cllr Bull, 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

- No Public Participation

6/2 7/5/19

b. Verbal reports from District & County Councillor

Cllr N Lloyd

- Has been a District Council for 8 years and would like to thank all Councillors for their help over the last 4 years and to say they have been a pleasure to work with
- Still no news on Wetherspoons
- Trying to get support for setting up a new community fridge

The Town Council also thanked District Cllr Lloyd for all his hard work over the last 4 years

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

5. TO RECEIVE A MONTHLY REPORT FROM THE TOWN MAYOR

- Civic Dinner 26th April 2019
- A couple of School meetings

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

- To consider and comment on Heads of Terms for 18 Kings Arms Street. As proposed by Cllr Edge and seconded by Cllr Stuckey it was **RESOLVED** to accept the Heads of Terms for 18 Kings Arms Street
- To discuss and consider ToR's for Planning Committee and Mayor & Deputy Mayor as recommended by Personnel & Governance Committee
 - Planning Committee ToR's – amend as discussed and take changes back to Personnel & Governance Committee for agreement, before recommending back to Full Council
 - Mayor & Deputy Mayor ToR's. As proposed by Cllr Bull and seconded by Cllr Melville it was **RESOLVED** to accept the New ToR's for Mayor and Deputy Mayor
- To consider changes to Finance ToR's and Grant Awards policy as recommended by Finance & Grants committee
 - Finance ToR's – As proposed by Cllr Murphy and seconded by Cllr Bull it was **RESOLVED** to accept the change to the Finance ToR's
 - Grant Awards Policy – As proposed by Cllr Stuckey and seconded by Cllr Mooney it was **RESOLVED** to accept the change the Grant Awards Policy
- To consider any changes to Standing Orders. As proposed by Cllr Bull and seconded by Cllr Murphy it was **RESOLVED** to accept all addendums to Standing Orders, subject to legal approval
- To discuss use of Cemetery Chapel when reinstated. As proposed by Cllr Mooney and seconded by Cllr Bull it was **RESOLVED** to use the Chapel as is and not to get it blessed
- To consider two new Road names for the new development. As proposed by Cllr Bull and seconded by Cllr Edge it was **RESOLVED** to accept the two names of Lavender Way and Heather Close
- To consider Cozens quote for 10 lights in the War Memorial Park as recommend by the Development & Amenities committee. As proposed by Cllr Murphy and seconded by Cllr Mooney it was **RESOLVED** to accept the quote for £19,965 + VAT
- As part of Funday, use Park for Car Boot sale with NW Play on Saturday 29th June & amended Event Management Plan. As proposed by Cllr Hester and seconded by Cllr Bull it was **RESOLVED** to agree in principal subject to approving the updated Event Management Plan
- To consider re-siting of headstone in South side Cemetery after removal for health & safety reasons. As proposed by Cllr Hester and seconded by Cllr Bull it was **RESOLVED** to remove the headstone due to health and safety reasons, the Clerk will seek advice from the Diocese about re-siting

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7. FINANCE

- a. To approve income and expenditure for March 2019. As proposed by Cllr Murphy and seconded by Cllr Bull, it was **RESOLVED to approve**
- b. To approve payments up to 24 April 2019. As proposed by Cllr Stuckey and seconded by Cllr Murphy, it was **RESOLVED to approve**
- c. Comparison of Estimates and Actuals for Income and Expenditure 2018/19. As proposed by Cllr Murphy and seconded by Cllr Stuckey, it was **RESOLVED to accept the Comparisons for 2018/19**
- d. To receive internal Scrutineer report for Jan-Mar 19. As proposed by Cllr Bull and seconded by Cllr Stuckey, it was **RESOLVED to accept internal scrutineer report**
- e. To receive internal Auditors report 2018/19. As proposed by Cllr Stuckey and seconded by Cllr Murphy, it was **RESOLVED to accept internal auditors report**
- f. To receive and approve Year End Financial Statements 2018/19. As proposed by Cllr Murphy and seconded by Cllr Seward, it was **RESOLVED to approve Year End Financial Statements 2018/19**
- g. To ratify decision by Finance & Grants Committee. As proposed by Cllr Hester and seconded by Cllr Murphy, it was **RESOLVED to approve Annual Governance & Accountability Return 2018/19**

8. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- a. Police Newsletter April 2019
- b. Action Log April 2019

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9. UPDATES

- a. Automatic winder for Market Clock- Re-address at next meeting
- b. Skate Park at Trackside
- c. Bus Shelters
- d. Update from MTI

10. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- a. Personnel & Governance – 8 April 2019
- b. Finance & Grants Committee – 8 April 2019
- c. Development & Amenities Committee – 9 April 2019
- d. Finance & Grant Committee – 25 April 2019

11. DATES OF FORTHCOMING MEETINGS AND EVENTS

- Annual Full Council - Tuesday 7 May 2019, 18.00 at Day Spring Centre
- Planning Committee - Tuesday 14 May 2019, 18.30 at 18 Kings Arm Street
- Development & Amenities Committee - Tuesday 14 May 2019, 19.00 at 18 Kings Arms Street
- Local Plan drop in - Tuesday 16 May 2019, 2.30-19.30 at Community Centre
- Local Development Plan Public Meeting – Wednesday 22 May 2019, 18.30 at Jubilee Room, Community Centre
- Planning Committee - Tuesday 28 May 2019, 18.30 at 18 Kings Arms Street

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- Planning Committee - Tuesday 11 June 2019, 18.30 at 18 Kings Arms Street
- Development & Amenities Committee - Tuesday 11 June 2019, 19.00 at 18 Kings Arms Street
- Planning Committee - Tuesday 25 June 2019, 18.30 at Day Spring Centre
- Full Council Meeting - Tuesday 25 June 2019, 19.00 at Day Spring

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

13. STAFF

Appraisals – were discussed and agreed

14. POPPIES

Decision was made to extend the licence for 2 years

15. ITEMS FOR NEXT AGENDA

- Bequeathed Land
- Spa Common
- Automatic Winder on Market Cross Clock

The meeting closed at 20.00

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2/5/19