



NORTH WALSHAM TOWN COUNCIL

Minutes of the Full Council Meeting

held on 29 January 2020, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Bull (Chair); Cllr Felstead; Cllr Fryer; Cllr Gray; Cllr Heinrich; Cllr Hester; Cllr Melville; Cllr Murphy; Cllr Oakes; Cllr Sims; Cllr Wright;

District Councillor: Cllr Lloyd; Cllr Heinrich; Cllr Seward;

County Councillor: Cllr Seward

Town Clerk: Ms Shields

Members of Public: None

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Choudhury (holiday); Cllr Jackson (work) Cllr Harris (no apologies);

2. DECLARATIONS OF INTEREST

Personal interests: Cllr Bull, Cllr Gray & Cllr Oakes item 18 (Youth Hub)

Pecuniary interests: None

3. TO APPROVE MINUTES OF PREVIOUS COUNCIL MEETING – emailed with Agenda

(As per Standing Order 12b, to approve accuracy of actions & decisions as a true record)

3.1 To approve minutes of the Council meeting 10 December 2019

As proposed by Cllr Hester and seconded by Cllr Murphy, it was **RESOLVED** that the minutes of the Council meeting held on 10 December 2019 be agreed as a true record. The minutes were signed by Cllr Bull

3.2 To approve minutes of the Extraordinary Council meeting 18 December 2019

As proposed by Cllr Murphy and seconded by Cllr Felstead, it was **RESOLVED** that the minutes of the Extraordinary Council meeting held on 18 December 2019 be agreed as a true record. The minutes were signed by Cllr Bull

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Decision/Action Log (Clerks report attached)

The Clerk reported that a survey has been carried out on the Chapel workshop as the cracks are continuing to spread. The building is not listed and Pattress and Tie Rods are required. It was discussed to get the price of the Pattress and Tie Rods to be repaired by the groundsman and also 3 quotes from builders. A decision will then be made as to whether it will be done inhouse or by a contractor

5. PUBLIC FORUM

(For items on this agenda only - Standing Order 3e, Total duration 15mins max - Standing Orders 3f, Max 3mins per person -Standing Orders 3g, Questions don't require a response at the meeting - Standing Orders 3h)

To receive verbal reports from members of the public

No Members of the Public were present

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6. TO RECEIVE MONTHLY REPORTS

6.1 Police Reports - November & December attached

6.2 District & County Councillors – Verbal reports

Cllr E Seward – District/County Council

- Norfolk Rail Prospectus – the objective is to get more passengers on the Bittern Line, to do this the frequency of trains needs to increase
- Market Town Highways Network Strategy Studies – a once in a decade opportunity to put money into North Walsham. There is match funding available from the Heritage bid
- North Walsham Bus Terminus is the worst in Norfolk
- NNDC is raising Council Tax by 3.99% which means an extra £54 a year for Band D council tax
- NCC will receive an extra £17m for social services next year but the costs will be £34m, so other budgets will be squeezed. Sustainably increased funding is needed
- Bluebell Rd is being re-dressed next financial year from Hall Lane to Bacton Rd
- NNDC have agreed to buy the car park at Hopkins homes but haven't yet decided what will be done with it
- Highways have agreed not to permit any more planned works during the duration of the gas works
- While gas works are continuing in the Town there will be 2 hr free parking in 2 Car parks - Bank Loke and Vicarage Street

Council requested that Mundesley Rd, Car Park was included in the 2hr free parking. They also requested that the free parking continue for 3 months after the gas works have finished, to encourage people back into the Town

Cllr N Lloyd – District Council

- Nothing more to add

6.3 Town Mayor – Verbal report

- Meeting with Cllr Wright and Cadent about the impact of the ongoing gas works within the Town
- Attending a meeting on 7 February 20 at NNDC for Mental Health Forum

7. APPOINT NEW COMMITTEE MEMBERS AND EXTERNAL REPRESENTATIVES AFTER RESIGNATION OF COUNCILLOR CLANCY

7.1 Planning Committee

Cllr R Sims - proposed by Cllr Bull and seconded by Cllr Murphy, after a vote it was **RESOLVED** to appoint Cllr Sims on the Planning Committee

7.2 Media & Information Committee

Cllr Bull - proposed by Cllr Oakes and seconded by Cllr Wright after a vote it was **RESOLVED** to appoint Cllr Bull on the M&I Committee

7.3 Youth Advisory Committee

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No one was nominated for the Youth Committee; it was agreed to leave the position open until the annual meeting in May, unless a volunteer came forward

7.4 North Norfolk Town & Parish Forum (External Representatives)

Cllr Melville - proposed by Cllr Bull and seconded by Cllr Felstead,

after a vote it was **RESOLVED** to appoint Cllr Melville as External Representatives to the NNTPF

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

8.1 To discuss West Norwich Credit Union, using Council Offices (deferred from last meeting) (BH)

It was discussed that as there were no alternative premises available for them to use, we would offer them use of the Council Offices

As proposed by Cllr Bull and seconded by Cllr Sims, it was **RESOLVED** that Cllr Hester would contact West Norwich Credit Union to let them know they can use our Office Space free of charge for the next 12 months

8.2 To discuss Water Fountain – possibility of adding electric cable at the same time as water pipe

The Cadent Gas contractors have offered to dig the trench for the water pipe. It was discussed as to whether we could lay an electric cable at the same time. It was agreed that a 2" duct could be laid and be available for future use. Cllr Hester said there was a possibility that there may already be an electric cable there

As proposed by Cllr Wright and seconded by Cllr Bull, it was **RESOLVED** to ask UK power networks and Cadent if it was possible to lay water pipe and electric cable in one trench. To find out whether there is already an electric feed to the Fountain that could be reconnected

8.3 To discuss interest in streaming/broadcasting the Council Meetings (M&I)

- Broadcast the whole meeting would engage more people.
- Better Public engagement
- Make the Public more aware of what happens at Council meetings
- Actions could be interpreted differently
- If we did stream, we would stream the whole meeting
- NCC tier 1 council stream
- NNDC tier 2 Council don't stream
- Transparency code only requires to publishing documents
- Have any residents shown an interest in watching the meetings?
- We would have to do a disclaimer at the beginning of each meeting

Cllr Gray to forward legislation so it can be emailed out to all Councillors. Deferred to next meeting giving Councillors time to consider and bring all ideas back, including costs

8.4 To consider forming a panel for the Co-option process

It was discussed to revoke the existing Co-option policy and create a new Co-option policy as to how a future Co-option will take place

As proposed by Cllr Bull and seconded by Cllr Hester, it was **RESOLVED** that the Co-option panel would be the chairs of all Committees and the Chair or Deputy Chair of the Council.

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9. FINANCE

- 9.1 To approve income and expenditure for December 2019
As proposed by Cllr Fryer and seconded by Cllr Sims, it was **RESOLVED to approve**
- 9.2 To approve expenditure up to 21 January 2020
As proposed by Cllr Murphy and seconded by Cllr Fryer , it was **RESOLVED to approve**

10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 10.1 Attendance % sheet (attached)

11. UPDATES

- 11.1 Manor Rd lights – still waiting for quotes
- 11.2 Standard GDPR statement – resend to Cllr Murphy, Cllr Oakes & Cllr Melville and change ‘we’ to ‘I’
- 11.3 DBS checks – handed out to all Councillors
- 11.4 War Memorial s106 (RM) – liaised with Royal British legion; still waiting for 3 quotes; D&A to circulate ideas before Feb meeting so it can be discussed
- 11.5 Chamber of Commerce (BW) – Organisation is winding up and they are becoming a business forum, with no membership fees and more media based. They would like to transfer their funds £582.00 to the Council to ‘ring fence’, should they require to use the money in future

12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 12.1 Planning Committee – 10 December 2019
- 12.2 Planning Committee under delegated powers – January 2020
- 12.3 Planning Committee – 14 January 2020
- 12.4 Development & Amenities – 14 January 2020
- 12.5 Media & Information – 14 January 2020

13. DATES OF FORTHCOMING MEETINGS AND EVENTS

- 13.1 Personnel & Governance Committee – Thursday 30 January 2020, 18.30 at 18 Kings Arms Street
- 13.2 Development & Amenities Committee – Tuesday 11 February 2020, 18.30 at 18 Kings Arms Street
- 13.3 Full Council – Tuesday 25 February 2020, 18.30 at 18 Kings Arms Street
- 13.4 Media & Information Committee – Tuesday 18 February 2020
- 13.5 Finance & Grant Committee – TBC

14. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

- Community led housing
- Broadcasting/live streaming

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- War Memorial at Memorial Park

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

16. DISCUSS OPERATION LONDON BRIDGE & FORTH BRIDGE

Councillors were given a spreadsheet to consider

17. MEMORIAL PARK PAVILION (BW)

This was discussed and agreed that the proposed plan was investigated further with the Planning department before moving forward

18. YOUTH HUB (GB) Deferred to next meeting to produce Business plan

A report was given by Cllr Gray about opening a Youth & Community Hub that could be used for other purposes as well. A business plan and other funding available will be brought to the next meeting

The meeting closed at 20.00

Initials.....*BS*.....

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