



NORTH WALSHAM TOWN COUNCIL

Council Meeting – Tuesday 26 March 24

Published: 21.03.24

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.

Wendy Murphy
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 27th February 2024
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)
6. **FINANCE**
 - 6.1. To approve income since February meeting.
 - 7.2 To approve expenditure since February meeting.

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. Update on the development of a Neighbourhood Plan for North Walsham and agree area for the Neighbourhood Plan to cover MG
- 8.2. To receive a report on D Day and agree and decisions made. BH
- 8.3. To Agree and adopt the amended Co-Option policy and agree the process for the vacant position.
- 8.4. To receive the Clerks report and agree any decisions to be made
- 8.5. To Consider all councillors and staff having enhanced DBS Checks LS
- 8.6. To review and update 4-year objectives BW
- 8.7. To receive and support North Walsham Play's two projects, one at Woodville and the other at the Memorial Park.
- 8.8. To agree insurance renewal for Commercial & Vehicles (Renewal Date 1st April) - Commercial Increase of £578.83 & Vehicle Decrease of £233.21 - Overall increase of £345.62

9. PROPOSE AND APPOINT NEW MEMBER TO COUNCIL COMMITTEES

- 10.1. Finance (1 position)
- 10.2. Development & Amenities (2 positions)
- 10.3. Media & Information (3 positions)
- 10.4. Markets (3 positions)

10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 10.1. Correspondence
- 10.2. 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)

11. TO RECEIVE UPDATES

Opening of Black Swan Garden
Unveiling of Information Board at the Battlefield site
Phoenix Group
Alleyway in Precinct (BW)
Groundsman Report concerning Burials

12. TO RECEIVE REPORTS FROM COMMITTEES/ GROUPS, TO CONFIRM DECISIONS MADE AND ANY UPDATES

Development & Amenities 12.3.24

13. 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)

14. DATES OF FORTHCOMING MEETINGS

Annual Town Meeting - 4.4.24
Markets 9.4.24
M&I 9.4.24
Development & Amenities 7.4.24

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

Staffing matters

Cedar House

Midland Road Carpark