



NORTH WALSHAM TOWN COUNCIL

Council Meeting – Tuesday 27 June 2023

Published: 22 June 2023

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.

Assistant 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)
Cllr Heinrich
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)
 - 3.1. To approve minutes of the Council meeting 23 May 2023 - emailed with Agenda
 - 3.2. To approve minutes of the Extraordinary Council meeting held on 26 May 2023 - emailed with Agenda
4. **UPDATE ON MATTERS FROM PREVIOUS MINUTES** - Decision/Action Log (Clerks report attached)
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. **TO RECEIVE MONTHLY REPORTS** – written reports available on NWTC website
 - 6.1. District Councillors
 - 6.2. County Councillors

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

- 7.1. To consider new external funding proposal from Olly Smith re Power in the Memorial Park
- 7.2. To consider personnel committee's proposals on Co-option process and for covering the Clerk and RFO duties, temporarily and permanently (MG/LS)
- 7.3. To agree changes to be made to Financial Regulations regarding BAC's payments.
- 7.4. To consider installing lighting in Cross Keys Court (BW)
- 7.5. To consider offer made to us by HAZ, of a Dinosaur, and its possible placement within the town
- 7.6. To review Full Council ToR's
 - 7.6.1 Mayor & Deputy Mayor - consider adding Mayor as ex officio member of all committees
- 7.7. To approve AGAR for 22/23
 - 7.7.1 Read out and approve Annual Governance Statement (Section 1)
 - 7.7.2 Approve Accounting Statements (Section 2)
 - 7.7.3 To receive AGAR Papers as requested by PKF Littlejohn
 - 7.7.4 To receive annual Internal audit report by Roger Canwell for 22/23

8. BENCH AT BLUEBELL POND

To agree to the placement of a bench at the Bluebell Pond to replace the decayed bench currently in situ. New bench to be taken from existing stock.

9. FINANCE

- 9.1. To approve income since May meeting
- 9.2. To approve expenditure since May meeting

10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 10.1. Attendance % sheet (attached)
- 10.2. Councillor Training courses available:
 - New Councillors Training
 - Councillor Refresher Course
 - Chairing a Successful Meeting
- 10.3. 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)
 - 10.3.1. None

11. TO RECEIVE UPDATES

None

12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 12.1 Personnel
- 12.2 D&A

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

- 14.1. Markets: 11 July
- 14.2. Media & Information: 11 July
- 14.3. Personnel: 18 July
- 14.4. Full Council: 25th July

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

No Confidential Matters