



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 26 July 2022, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Bull (Chair); Cllr Beach; Cllr Covell; Cllr Dibben; Cllr Felstead; Cllr Fryer;
Cllr Golder; Cllr Gray; Cllr Heinrich; Cllr Hester; Cllr Murphy; Cllr Sims;
Cllr Spall; Cllr Wright

District Councillors: Cllr Gay; Cllr Lloyd; Cllr Seward;

County Councillors: Cllr Penfold; Cllr Shires;

Assistant Clerk: Fi Collett

Members of Public: 1

The meeting opened at 18.30

1. **APOLOGIES FOR ABSENCE**

Cllr Eastwick (prior engagement)

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)

Personal interests: Cllr Felstead & Cllr Hester – item 15.1 staffing matters

Pecuniary interests: None

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 28 June 2022

As proposed by Cllr Murphy and seconded by Cllr Hester, it was **RESOLVED** that the minutes of the Council Meeting held on 28 June 2022 be agreed as an accurate record

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)

One member of the public wanted to introduce themselves for item 8.1 – Co-option Vacancy

6. **TO RECEIVE MONTHLY REPORTS** – written reports available on NWTC website

6.1. District Councillors

6.2. County Councillors

7. **PLANNING**

7.1. PF/22/1596 – Land south of Norwich Rd

It was discussed to object the application on the basis of protection of the environment

Signed: 

Date: 27/7/22



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

8.1 To consider co-option vacancy

Two applications were received, and a vote was taken. By majority vote, it was **RESOLVED** that **Cllr Richardson be co-opted for the Councillor vacancy in the North Ward** (Declaration of Acceptance of Office form was signed)

Cllr Richardson joined the meeting

8.2 To consider applying for street furniture licenses for the Battlefield Trust

It was discussed that following land owners permission being granted and confirmation that the Battlefield Trusts will take responsibility for the noticeboards, it was proposed by Cllr Wright and seconded by Cllr Bull, it was **RESOLVED to apply for a street furniture license for 5 noticeboards on behalf of the Battlefield Trust**

8.3 To consider bid for Parish Partnership 22/23

As proposed by Cllr Wright and seconded by Cllr Murphy it was **RESOLVED to apply for approx. 200 yard Trod at the end of Yarmouth Road**

8.4 To approve urgent works to the Pavilion

8.4.1 A heat source pump was recommended as a new heating system, however due to the construction of the building, it would need to be confirmed with Lee West that it would ne sufficient insulation to make use of the heat source pump effective. **It was AGREED unanimously to leave the final decision to Cllr Bull, Cllr Wright and the Clerk**

8.4.2 Due to Health and Safety, and ventilation issues, the decision was made to **APPROVE the quote for new windows from Andy Brown and go ahead**

8.5 To consider Equipment Loan Agreement

As proposed by Cllr Bull and seconded by Cllr Golder it was **RESOLVED to accept the form**

8.6 To appoint a working committee for the Fireworks Display on 6th November

This item was **DEFERRED** to the next Full Council Meeting and Rob Scammel was contacted to provide a brief to the Council

8.7 To consider Cedar Barns quotes on behalf of the Heritage Society Project

As proposed by Cllr Wright and seconded by Cllr Gray it was **RESOLVED** to approve the Architectural Engineer costs at £314 Net

8.8 To consider reduction of Market Fees when relocating to Bank Loke.

It was decided not to make any reduction to the present fees.

9. FINANCE

9.1 As proposed by Cllr Sims and seconded by Cllr Bull it was **RESOLVED to approve income since June 22 meeting**

9.2 To approve expenditure since June 22 meeting

As proposed by Cllr Sims and seconded by Cllr Bull it was **RESOLVED to approve expenditure since June 22 meeting**

9.3 To receive scrutineer Report Qtr 1 Apr-June 22

9.4 To receive Actual/Estimate Comparison Qtr 1 Apr-June 22

9.5 To agree new bank signatories

This matter was **DEFERRED** until May 2023 on election of new Council

Signed:

Date: 27/9/22



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10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

10.1. Attendance % sheet (attached)

10.2. Clerk's decisions - (by either Financial Regulation 4.1-In conjunction with Council Chair or Vice Chair, or Committee Chair within budget under £1,000; OR 4.5-Urgent, essential, health & safety or if the Clerk deems necessary)

10.2.1 It was approved under delegated powers by Cllr Bull and the Town Clerk to agree to tarmacking of the Cemetery entrance following repairs to the Sainsbury's wall on Bacton Road

11. TO RECEIVE UPDATES

11.1 Street Feast 2 was successful, volunteers needed for Street Feast 3

12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

12.1. Personnel – 11th July 2022

12.2. Media & Information – 12th July 2022

12.3. Markets – 13th July 2022

12.4. Development & Amenities – 25th July 2022

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. The deadline to accept items for the next agenda is 16.7.22)

- Fireworks
- Total cost of Jubilee

14. DATES OF FORTHCOMING MEETINGS

14.1. Media & Information – Tuesday 11th Oct 2022, 18.30, at 18 Kings Arms Street

14.2. Full Council – Tuesday 27 Sept 2022, 18.30, at 18 Kings Arms Street

14.3. Development and Amenities – Tuesday 13 Sept, 18.30 Sept 2022, at Kings Arms

19:20 - Cllr Felstead & Cllr Hester left the meeting after declaring a Personal interest

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

A staff review report was received and discussed. A formerly written report will be sent to the Personnel committee for their consideration and any decisions will be recommended back to Full Council

The Next Meeting is Tuesday 27 September 2022 18:30

The meeting closed at 19:40

Signed:

Date: 27/9/22