



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 27 June 2023, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Wright (Chair); Cllr Beach; Cllr Dibben; Cllr Eastwick; Cllr Gray; Cllr Spall; Cllr Covell; Cllr Shires; Cllr Dibben; Cllr Hester

District Councillors: Cllr Shires;

County Councillors: Cllr Shires;

Assistant Town Clerk: Ms F Collett

Members of Public: 2

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Heinrich

Cllr Tatum (No Apologies)

District: Cllr Sims, Cllr Birch, Cllr Bull

County: Cllr Penfold

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 Shires: 7.1, 7.4, 7.5

Cllr Gray: 7.4

Cllr Richardson: 8

Pecuniary interests: None

3. TO APPROVE MINUTES OF PREVIOUS MEETINGS - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)

As proposed by Cllr Wright and seconded by Cllr Shires, it was **RESOLVED** that the minutes of the Council Meeting held on 23 May 2023 be agreed as an accurate record.

As proposed by Cllr Wright and seconded by Cllr Spall, it was **RESOLVED** that the minutes of the Council Meeting held on 26 May 2023 be agreed as an accurate record.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES – Decision/Action Log (Clerks report was 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

Signed: 

Date: 29/7/2023



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

- 7.1. As proposed by Cllr Wright and seconded by Cllr Hester it was **RESOLVED** to accept the proposal put forward by Olly Smith (Round Table) to offer external funding for the instillation of 3 Phase Power in the Memorial Park.
- 7.2. As proposed by Cllr Gray and seconded by Cllr Shires it was **RESOLVED** to create a new Co Option Process once a skills audit of current councillors has taken place. With regard to Town Clerk and RFO job vacancies, there has been a temporary uplift in the current staff's wages while job descriptions are prepared, and adverts placed in relevant media.

8. BENCHES AT BLUEBELL POND

As proposed by Cllr Covell and seconded Cllr Beach it was **RESOLVED** to place 2 traditional Benches (already in stock at Compound) at the Bluebell Pond to replace rotten benches currently in situ.

9. FINANCE

- 9.1. As proposed by Cllr Shires and seconded by Cllr Gray it was **RESOLVED** to approve income since May 23 meeting
- 9.2. As proposed by Beach and seconded by Cllr Gray, it was **RESOLVED** to approve expenditure since May 23 meeting

10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 10.1. Attendance % sheet
- 10.2. Councillor training available:
New Councillor Training
Councillor Refresher Course
Chairing a Successful Meeting
- 10.3. 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)
Purchase of additional gazebo weights for Markets

11. TO RECEIVE UPDATES

- 11.1. Black Swan Loke:
A sketch layout has been supplied by Haz outlining desired areas for Benches, Planting and Mosaic Walls. A tender will now be sent to Landscape Designers
It is possible we will be asked to install CCTV cameras to cover the area (there is an available pole next to the Black Swan)

12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 12.1. Personnel - 30th May 2023
12.2. Development & Amenities – 13th June 2023

Signed:

Date: 25/7/23



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- 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 **18.7.23**)

Placement of Community Shop benches

4 year long term objectives for forthcoming years to include raising the profile of town & new cemetery

- 14. DATES OF FORTHCOMING MEETINGS**

14.1. Markets – 11th July 2023, 18.00

14.2. Media & Information – 11th July 2023, 18.30

14.3. Personnel – 18th July 2023, 18.00

14.4. Full Council – 25th July 2023, 18.30

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

No confidential matters were discussed

The meeting closed at 19:39

Signed:

Date: 23/7/23

