



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 28 November 2023, at 18 Kings Arms Street, North Walsham

Present:

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

District Councillors: Cllr Heinrich; Cllr Shires

County Councillors: Cllr Shires

Lead Officer: Fi Collett

Members of Public: 4

The meeting opened at 18.30.

1. APOLOGIES FOR ABSENCE

Cllr Bull (NNDC)
Cllr Sims (NNDC)
Cllr Penfold (NCC)

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 Wright 8.1, Cllr Shires 8.4
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 Spall, it was **RESOLVED** that the minutes of the Council Meeting held on 31 October 2023 were agreed as an accurate record

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES – Decision/Action Log

4a) Dinosaur now installed. Local nursery schools have been asked for naming suggestions.
4b) Lighting at Bank Loke and Cross Keys Yard will be installed Jan/ Feb (contractor awaiting light fittings)

Cllr Dibben confirmed that steel barriers at Nursery Drive site have been removed by Hopkins Homes as wild animal welfare has been an area of concern. Further updates will be provided as they arise.

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)

War Memorial Hospital (100-year celebrations & Future of Hospital) – Keith Jarvis gave background information on history of the War Memorial Hospital. Cllr Hester to work with Keith Jarvis to support a potential celebratory event.

Member of public discussed the use of the strip of land between Hall Lane and New Road and suggested this would be an ideal space for a community garden. There is an ongoing planning application that would affect the footpath through the site, North Walsham Town Council has objected to this. If the development does not take place, then the Council would support its use a community garden.

Signed:

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6. FINANCE

6.1 As proposed by Cllr Wright and seconded by Cllr Richardson, it was **RESOLVED** to approve income since September meeting. It was noted to remove allotment holder details from the expenditure sheet for any further meetings.

6.2 As proposed by Cllr Wright and seconded by Cllr Richardson, it was **RESOLVED** to approve the expenditure September meeting excluding payment 292 which will be discussed by the Finance Committee.

6.3 To adjust Finance Committee minutes on grant amount offered, this will be corrected at next Finance Committee meeting.

7. TO RECEIVE MONTHLY REPORTS

7.1 District Councillors – Updates were received from Cllr Heinrich, including communications that The Cedars building is expected to be available in January, dependant on BT Openreach installing telephone lines. Cllr Shires confirmed good feedback has been received following the addition of the Vicarage Street toilets. There has however been some damage within the toilets and the police have been notified.

7.2 County Councillors –Cllr Shires reported on updates received regarding County Council’s efforts to support homeless residents. Public health in terms of lack of NHS dentistry was also discussed. Cllr Penfold written report on highway issues, including plans to improve Grammar School roundabout as part of County’s A149/B1150 junction improvements including improved access to the Skate Park/Trackside. Attention has been drawn to difficulties with drainage clearing around the Train Station area and efforts have been made to liaise with Highways to be able to manage this. Potholes were also discussed and are being reported as they arise.

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

8.1 **Lease Saddlers Rooms/Heritage Centre.** As proposed by Cllr Shires and seconded by Cllr Heinrich it was **RESOLVED** to defer the item to be able to establish maintenance costs going forward as well as additional information.

8.2 **Training courses required/available to councillors and staff.** A budget would be put in place for training for councillors and staff for 2024/2025. This would be discussed further with the finance committee. Training required before then would be raised and discussed accordingly.

8.3 **Epic Run EMP.** As proposed by Cllr Wright and seconded by Cllr Shires, it was **RESOLVED** to accept the EMP.

8.4 **Beer Festival 24 EMP.** As proposed by Cllr Gray and seconded by Cllr Wright, it was **RESOLVED** to accept the EMP.

8.5 **Government Biodiversity Plan.** As proposed by Cllr Wright seconded by Cllr Dibben it was **RESOLVED** to put together a biodiversity plan which would be discussed further by D&A committee to defer back to full council in February/March full council meeting.

8.6 **Precept 2024-2025.** It was agreed by Cllr Wright and seconded by Cllr Gray it was **RESOLVED** that the precept would not need be increased for 2024/25. Minor projects will be funded from reserves.

8.7 **Neighbourhood Plan.** It was proposed by Cllr Gray and seconded by Cllr Wright it was **RESOLVED** to put together a Working Group to develop a Neighbourhood Plan, which will include members of the public. This will be led by Cllr Gray who has undertaken extensive research on methods and funding.

8.8 **Music event on 17th/18th August.** As proposed by Cllr Wright and seconded by Cllr Gray It was **RESOLVED** that the application for permission to use the park was approved. EMP awaited in new year.

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8.9 Bore hole quotes in new cemetery land. This was DEFERED pending additional comparative quotes together with formal approval of the landowner.

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

9.1 Correspondence – Complaint Letter (Emma Smith North Walsham Job Centre) regarding traffic on Kings Arms Street. County Highways have confirmed that a wider pavement is needed however this is not yet funded. County member Cllr Shires will respond to this and will request police speed checks.

9.2 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)

None

10. TO RECEIVE UPDATES

10.1 Report on Remembrance Celebration (BW) – the ceremonies and services at War memorial Hospital, Memorial gardens and St Nicholas Church were well attended. Ideas for next year include a field of remembrance – an area of the Memorial gardens for individuals to plant remembrance crosses.

10.2 HAZ Project (BW) – NNDC’s contractors are about to install signage at Black Swan and Bank Lokes as well as signwriting and interpretation signing on Church Approach.

11. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

M&I - 17.10.23

Markets - 17.10.23

Finance - 17.10.23

D&A - 14.11.23 (Cllr Heinrich to be removed from minutes as he was included by mistake).

Personnel - 15.11.23 (Cllr Heinrich to be included in minutes as he was excluded by mistake)

12. 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.

12a) Agree name of dinosaur from nursery school suggestions.

12b) Review and discuss four-year objectives.

13. DATES OF FORTHCOMING MEETINGS

Markets 12th December

M&I 12th December

Full Council 19th December

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

As proposed by Cllr Gray and seconded by Cllr Wright it was **RESOLVED** to appoint The Clerk and RFO from January 2024. The individuals would be contacted by the Personnel Committee.

The meeting closed at 8pm

Signed: 

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