



# NORTH WALSHAM TOWN COUNCIL

## Minutes of the Council Meeting

held on Tuesday 31 January 2023, at 18 Kings Arms Street, North Walsham

### Present:

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

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

**County Councillors:** Cllr Penfold; Cllr Shires

**Town Clerk:** Ms J Shields

**Members of Public:** 0

The meeting opened at 18.30

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 Hester; Cllr Richardson
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: None  
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)  
As proposed by Cllr Murphy and seconded by Cllr Gray, it was **RESOLVED** that the minutes of the Council Meeting held on 20 December 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)  
No members of the public were present
6. **TO RECEIVE MONTHLY REPORTS** – written reports available on NWTC website
  - 6.1. District Councillors
  - 6.2. County Councillors
7. **PLANNING** – details available at <https://idoxpa.north-norfolk.gov.uk/online-applications/>
  - 7.1. PF23/0043 10 Cradle Wood Rd – Single storey side/rear extension
  - 7.2. PF/23/0102: Darley, Hamlet Close – Single storey extension  
No comments were received

Signed: 

Date: 28/2/2023



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

#### 8.1. To consider Coronation Event

##### 8.1.1. To agree Budget

As proposed by Cllr Heinrich and seconded by Cllr Dibben, it was **RESOLVED to agree a budget for the Coronation event of £10,000**

##### 8.1.2. To agree quote for projector screen in Church to show Coronation

A quote has received from Saturn AV, all other companies have nothing left for this date  
As proposed by Cllr Sims and seconded by Cllr Spall, it was **RESOLVED to approve the quote from Saturn AV for £2,616**

#### 8.2. To agree quote for A4 leaflets, Tourist advertising for the Town (M&I)

As proposed by Cllr Spall and seconded by Cllr Gray, it was **RESOLVED to approve the quote for 8000 A4 leaflets from Century Printing at £364**

#### 8.3. To consider accepting a donation from Alder Park to install a Council defibrillator at Alder Park

It was discussed that there was already a defibrillator in this location, directly across the road. There were also concerns that although the Park was currently open to all town residents, that in future private restrictions could be put in place.

It was agreed not to accept the donation to purchase a Council defibrillator, but to write to them encouraging their purchase for the site and offer any help necessary to facilitate this

#### 8.4. To agree recipient for the Helen Gotts Community Group & Individual Community Award

As proposed by Cllr Sims and seconded by Cllr Beach it was **RESOLVED to award 'North Walsham in Bloom' the Helen Gotts Community Award and 'Nick Hindle' for the Individual Community Award**

#### 8.5. To review installing lighting in Bank Loke as part of Haz regeneration (BW)

6 Lights - 2 down bank loke passageway and 4 on the back wall of the car park. All quotes haven't been received, so deferred to next Council meeting

#### 8.6. To discuss helping to maintain Market Place 'Listed Buildings' with blocked gutters/downpipes

It was discussed that NNDC are asking the council to take this on, most gutters are blocked but it could be a minefield with damp and damage and a huge project for the Town Council.

It was agreed that it was too much work for the Town Council to take on gutter/downpipe maintenance in the Market Place. As it could involve pavement safety Cllr Shires was requested to ask County Council to intervene

### 9. FINANCE

#### 9.1. To approve income since December 22 meeting

As proposed by Cllr Heinrich and seconded by Cllr Spall, it was **RESOLVED to approve income since December 22 meeting**

#### 9.2. To approve expenditure since December 22 meeting

Signed: .....

Date: 28/2/2023



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As proposed by Cllr Sims and seconded by Cllr Wright, it was **RESOLVED to approve expenditure since December 22**

- 9.3. To receive Actual/Estimate comparison for Oct-Dec (Qtr 3)
- 9.4. To receive scrutineers report for Oct-Dec (Qtr 3) – *(Still to be carried out, deferred to next meeting)*

### 10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 10.1. Attendance % sheet (attached)
- 10.2. Councillor training courses available (attached)
- 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. Change Memorial Park Account from Coif to NatWest to make it more accessible

### 11. TO RECEIVE UPDATES

- Wildlife Trust are referring the use of spa common to a meeting as the land is smaller than they usually take, they would prefer if it was gifted it to them

### 12. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS

- 12.1. Media & Information – Tuesday 10 January 2023, 18.00, at 18 Kings Arms Street
- 12.2. Development & Amenities – Tuesday 10 January 2023, 19.00, at 18 Kings Arms Street
- 12.3. Market Meeting – Wednesday 11 January 2023, 18.30, at 18 Kings Arms Street

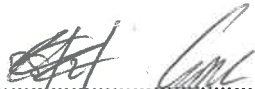
### 13. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY - (Standing Orders: 9b-Agenda items to be received at least 7 clear days before the meeting; 9f-The Proper Officers decision whether to include the items on the agenda shall be final)

- 13.1. Spa Common options
- 13.2. Lighting at Bank Loke
- 13.3. Scrutineer report Qtr 3

### 14. DATES OF FORTHCOMING MEETINGS

- 14.1. Market Meeting – Wednesday 8 February 2023, 18.00, at 18 Kings Arms Street
- 14.2. Media & Information – Wednesday 22 February 2023, 18.00, at 18 Kings Arms Street
- 14.3. Full Council – Tuesday 28 February 2023, 18.30, at 18 Kings Arms Street
- 14.4. Development & Amenities – Tuesday 14 March 2023, 18.30, at 18 Kings Arms Street

The meeting closed at 19:30

Signed:  .....

Date: *28/1/2023* .....