



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 26 March 2024, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors:	Cllr Wright (Chair)	Cllr Spall
	Cllr Beach	Cllr Brand
	Cllr Gray	Cllr Heinrich
	Cllr Covell	Cllr Eastwick
	Cllr Shires	Cllr Seward
	Cllr Hester	Cllr Ginbey

District Councillors: Cllr Heinrich Cllr Shires

County Councillors: Cllr Shires Cllr Penfold

Town Clerk: Wendy Murphy

RFO: Cherrie Woods

Members of Public:

The meeting opened at 18.30.

1. APOLOGIES FOR ABSENCE

Cllr Dibben, Cllr Bunton

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: 8.7. Cllr Hester, Cllr Eastwick, Cllr Seward. 15. Cllr Shires did not debate or vote on Cedar House or Midland Road Car park

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 Shires and seconded by Cllr Hester and all in agreement it was **RESOLVED** that the minutes of the Council Meeting held on 30th January 2024 were amended at 9.7 to confirm that a location would be found, and a report would come back to council. These were then confirmed as an accurate record.

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

The Action log was amended, the Clerk will arrange for a defibrillator to be purchased.

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 comments

6. FINANCE

6.1 As proposed by Cllr Wright and seconded by Cllr Shires and all in favour it was **RESOLVED** to approve income since February meeting.

Signed:

Date:



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6.2 As proposed by Cllr Wright and seconded by Cllr Shires and all in favour it was **RESOLVED** to approve the expenditure since February meeting.

7. TO RECEIVE MONTHLY REPORTS

7.1 District Councillors – Cllr Heinrich confirmed that the Haz project is all finished. The Local plan is going well, a report will come back from the planning inspector July/August. Nutrient neutrality is holding up developments being built but there are things being put in place to help with this issue.

Cllr Shires confirmed that a planning application has been submitted for solar panels on Victory Leisure centre roof. This will help run this centre more efficiently and will be better for the environment.

7.2 County Councillors — Cllr Penfold confirmed that the Highway Improvement for Grammer School Road should take place in 2024/2025 a design will be looked at in consultation with North Walsham Town Council and North Walsham in Bloom. He confirmed he will be looking into getting another light on the streetlight over Black Swan Gardens. This light belongs to Norfolk County Council.

Cllr Shires confirmed that Natural England will not give Norfolk County Council a licence yet due to the protection of barbastelle bats for the construction of Norwich Western Link. 40 million pounds has already been spent and there is no plan B. Cllr Shires has been spending a lot of time reporting potholes. The Health and Scrutiny committee are meeting in July. They will mainly be discussing malnutrition and dentistry within Norfolk.

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

8.1 **Neighbourhood Plan** – As proposed by Cllr Gray and seconded by Cllr Heinrich and all in favour it was **RESOLVED** that the whole parish would be included in the plan.

8.2 **To receive a report on D Day** – it was agreed for Cllr Hester to meet the Head at North Walsham High School to see if the field could be used as a picnic area. Barry Hester will work with the Clerk in conjunction with Royal British Legion on the further planning of this event.

8.3 **To Agree to adopt the amended Co-Option policy and agree the process for the vacant position** – As proposed by Cllr Gray and seconded by Cllr Hester and all in favour it was **RESOLVED** to adopt the amended policy. The Skills Audit will be updated and advertising for co-option should start again in 2 months.

8.4 **To consider all councillors and staff to have an enhanced DBS Check** – As proposed by Cllr Shires and seconded by Cllr Hester and all in favour it was **RESOLVED** to accept this and the council to pay for the checks.

8.5 **To receive the Clerks Report** – This was received and no decisions needed.

8.6 **To review and update 4 year objectives** – This would be looked at when most of the action log had been completed.



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8.7 To receive and support North Walsham Play’s two projects, one at Woodville and the other at the Memorial Park. – As proposed by Cllr Wright and seconded by Cllr Gray and all in favour it was RESOLVED to accept North Walsham Play’s two projects.

8.8 To agree insurance renewal for Commercial & Vehicles (Renewal Date 1st April) - Commercial Increase of £578.83 & Vehicle Decrease of £233.21 - Overall increase of £345.62 – As proposed by Cllr Shires and seconded by Cllr Ginbey and all in favour it was RESOLVED to acct the insurance quotes.

9. TO PROPOSE AND APPOINT NEW MEBMER TO COUNCIL COMMITTEES

10.1 Finance

As proposed by Cllr Shires and seconded by Cllr Ginbey and all in favour it was RESOLVED to appoint Cllr Seward to the Finance Committee

10.2 Development & Amenities

As proposed by Cllr Shires and seconded by Cllr Gray and all in favour it was RESOLVED to appoint Cllr Ginbey and Cllr Brand to the D & A Committee

10.3 Markets

As proposed by Cllr Gray and seconded by Cllr Spall and all in favour it was RESOLVED to appoint Cllr Bunton to the Markets Committee

10.4 Media & Information

These positions will be filled in May.

10. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

10.1 Correspondence

None received

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)

No decisions made.

11. TO RECEIVE UPDATES

Opening of Black Swan Garden – There has been very positive feedback on how nice this area is.

Unveiling of Information Board at the Battlefield site – Cllr Bob Wright attended this.

Phoenix Group – There is a opening day on April 8th all invited.

Alleyway in Precinct – An email has been received to say that this would be opening soon.

Groundsman Report concerning Burials - This has been dealt with in the office.

12. TO RECEIVE MINUTES FROM COMMITTEES AND GROUPS

Development & Amenities 12.03.24 – These minutes will be available at the next full council meeting.

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.

Use of park for fireworks

Review of Standing Orders

Phoenix Group



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14. DATES OF FORTHCOMING MEETINGS

Finance	tbc
Full Council	30.04.24
Annual Town meeting	4.04.24
Markets	09.04.24
M & I	09.04.24
Personnel	tbc
D & A	07.05.24
Annual Meeting of the Town Council	21.05.24

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

Staffing matters – The Clerk confirmed that the office is now fully manned.

Cedar House – As proposed by Cllr Wright and seconded by Cllr Gray and all in favour it was RESOLVED to accept the service charge fees and the Clerk to sign the lease.

Midland Road Carpark – As proposed by Cllr Wrigh and Seconded by Cllr Gray and all in favour it was RESOLVED to accept the proposal.

The meeting closed at 20.15