



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 30 April 2024, at 18 Kings Arms Street, North Walsham

Present:

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

District Councillors: Cllr Heinrich Cllr Shires

County Councillors: Cllr Shires

Town Clerk: Wendy Murphy

Members of Public: 3

The meeting opened at 18.30.

1. APOLOGIES FOR ABSENCE

Cllr Saul 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: 18. Cllr Shires will not debate or vote. 11.4 Eric Seward

Dispensation: 8.3 Grant for D Day Celebrations from RBL North Walsham

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 Heinrich and seconded by Cllr Richardson and all in agreement it was **RESOLVED that the minutes of the Council Meeting held on 26th March 2024 be agreed as an accurate record.**

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

Cllr Shires and the Clerk are still to arrange a date to find a location for the dog poo bin at the Hornbeam Estate. A date needs to be added to the action log to indicate when items should be completed by. DBS checks are being actioned.

45

The Mayor confirmed that he had attended a NNDC civic event at Thursford. He also visited the Big Bash.

6. TO RECEIVE UPDATES FROM INDIVIDUAL COUNCIL MEMBERS (for information only)

No updated recorded

7. OPEN FORUM, FOR PULBLIC PARTICIATION



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District Councillors – Cllr Heinrich confirmed that May is the Police and Crime Commissioner elections. There are also two planning applications that councillors may want to comment on. Cllr Shires confirmed that the case work at this time of year is verges, weeding and planning issues.

County Councillors – Cllr Shires confirmed that potholes is a major problem at the moment. She has offered to cover two areas in the town to be repaired and this will be covered by some of her highway’s budget. She confirmed that she had won a bid from the Road Safety fund for North Walsham for a TRO and double yellow lines near Manor Road School. Nelson Road has had wooden bollards put in were the wide path is to prevent cars parking on the pavement.

Cllr Seward commented that he had seen somebody checking the level of the pavements. Cllr Shires will look into this.

Police – No report

Public- (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)

A member of the public spoke about the event that he is planning on the Memorial Park on 17th and 18th August. He is looking at involving the local community and stall holders. There will be a fully licensed bar 12am-8pm and noise management will be run at all times.

A member of the public confirmed that she was recording the meeting. She had noted that the Bins at Birchwood surgery were overflowing. Cllr Heinrich asked her to email him, and he would look into this. She had also noticed the traffic issues at Millfield School and the safety issues. Cllr Shires will speak to Cllr Penfold regarding this.

8. FINANCE

8.1 As proposed by Cllr Wright and seconded by Cllr Gray and all in favour it was **RESOLVED** to approve income since March meeting. – Cllr Shires asked about the donkeys at Spa Common. The clerk will look into this and report back to council.

8.2 As proposed by Cllr Wright and seconded by Cllr Heinrich and all in favour it was **RESOLVED** to approve the expenditure since March meeting.

8.3 As proposed by Cllr Wright and seconded by Cllr Gray and all in favour it was **RESOLVED** to approve a grant of £275 with receipts for D Day celebrations from RBL North Walsham.

8.4 As proposed by Cllr Shires and seconded by Cllr Gray and all in favour it was **RESOLVED** to approve a subscription to RSN Rural Market Town Group which is £137 per year + VAT.

9. TO RECEIVE AN UPDATE ON THE PROGRESSION OF THE NEIGHBOURHOOD PLAN

The clerk confirmed that the Parish area had been submitted to North Norfolk District Council. When this has been acknowledged another meeting will be arranged. Cllr Heinrich confirmed that the local plan should be agreed in July.

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.



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11 COMMITTEES

11.1 To receive and agree recommendations from the D & A Committee

Nothing to agree. The Arch will be installed in the next couple of weeks.

11.2 To receive and agree recommendations from the Market Committee

Nothing to agree

11.3 To receive and agree recommendations from the M & I Committee

Nothing to agree

11.4 To receive and agree recommendations from the Finance Committee

- a) As proposed by Cllr Wright and seconded by Cllr Gray and all in favour it was **RESOLVED** to make a new Earmark called Relocation and Removal Costs to Cedar House and then as proposed by Cllr Wright and seconded by Cllr Gray and all in favour it was **RESOLVED** to move £5,000 from New Vehicle Earmark to the new Earmark.
- b) As proposed by Cllr Seward and seconded by Cllr Ginbey and all in favour it was **RESOLVED** to appoint Heelis & Lodge as the internal auditor for 2024/2025 to come and do a report twice a year. The cost is £640.00 per year.
- c) As proposed by Cllr Shire and seconded by Cllr Ginbey and all in favour it was **RESOLVED** to defer until the next meeting the spending limits of the CLERK/RFO.
- d) As proposed by Cllr Wright and seconded by Cllr Beach and all in favour it was **RESOLVED** to move £85k to a CCLA account and £85k to a Redwood savings account.
- e) As proposed by Cllr Shires and seconded by Cllr Wright and all in favour it was **RESOLVED** to move our Bank accounts from Barclays to Unity Trust.
- f) As proposed by Cllr shires and seconded by Cllr Wright and all in favour it was **RESOLVED** to defer the agreement of the donation amount of £3,000 to North Walsham in Bloom to the next meeting to the clerk can make sure that they have not already received any funds.

12. TO MAKE A DECISION ON DISBANDING THE MARKETS COMMITTEE AS PROPOSED BY COUNCILLOR DIBBEN

A proposal was put forward by Cllr Dibben to dissolve the Markets Committee it was then proposed by Cllr Gray and seconded by Cllr Wright and a majority vote to **DEFER** this decision until the TOR's can be decided at the Annual Town Council Meeting.

13. TO MAKE A DECISION ON TOWN FIREWORKS FOR 2024

2 applications have been received and one has now been moved to another area of the town. The Councillors asked for this to be deferred and for the clerk to speak to the other applicant.

14. LIGHTING OF THE BEACON FOR D DAY 6TH JUNE 2024

As proposed by Cllr Wright and seconded by Cllr Covell and all in favour it was **RESOLVED** for this event to go ahead. The Clerk will arrange for the times on the poster to be made clearer.

15. TO DISCUSS AND AGREE UTILISING A TAILOR MADE HR AND HEALTH AND SAFETY PLATFORM FOR DOCUMENTATION SUPPORT, SOFTWARE AND PROTECTION

As proposed by Cllr Gray and seconded by Cllr Ginbey and all in favour it was **RESOLVED** to accept the recommendation to use a HR and Health and Safety Company. The Council agreed for Croner to be awarded a 60-month contract.



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16. 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.

TOR for Events Committee

Hornbeam Verges

17. DATES OF FORTHCOMING MEETINGS

Development & Amenities 7.5.24

Annual Meeting of the Town Council 21.5.24

18 . TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 FOR CONFIDENTIAL MATTERS

As proposed by Cllr Wright and seconded by Cllr Seward and all in favour it was RESOLVED to accept the controlled crossings on 2 arms of the planned schemes in North Walsham.

The meeting closed at 20.00