



# NORTH WALSHAM TOWN COUNCIL

## Council Meeting – Tuesday 29<sup>th</sup> October 2024

Published: 24.10.24

Time: 18.30

Place: Cedar House, 3 New Road, North Walsham NR28 9DE

Councillors are hereby summoned to attend the above meeting of the Council.

All members of the public and press are welcome to attend and are allowed to address the Council during our Public Participation Forum (item 5) but are not permitted to take part in any of the debates.

**Wendy Murphy**  
Town Clerk

*The Council have signed the 'Civility in Public Life Pledge' agreeing no intimidation, abuse, or harassment*  
*Councillors must fulfil the duties of the following Nolan Principles*

**Selflessness** - decisions solely in public interest **Objectivity** - decide without discrimination or bias

**Accountability** - submit to scrutiny for all decisions **Openness** - give reasons for decisions made

**Integrity** - not make decisions for financial gain **Honesty** - be truthful & declare private interests

**Leadership** - promote these principles & challenge poor behaviour

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## **AGENDA**

Standing Orders: 1a-Motions shall be considered in the order they appear unless changed at the discretion of the Chair; 1p-A point of order shall identify the standing order that has been breached; 3v-'Quorate' is at least one third of the Whole Council (6); 3x-The meeting should not exceed 2hrs; 7a-A resolution cannot be reversed within six months except by a special motion; 7b-No item shall be moved at a meeting unless it is on the agenda;

1. **APOLOGIES FOR ABSENCE** - (To be recorded, the Lead Officer should be notified no later than 17:00 on the day of the meeting)
2. **DECLARATIONS OF INTERESTS & REQUESTS FOR DISPENSATIONS** - (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)
3. **MINUTES** - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)  
To receive and approve the minutes of the Council meeting 24<sup>th</sup> September 2024 and 1<sup>st</sup> October 2024
4. **TO RECEIVE INFORMATION ON MATTER ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA**  
Clerks Report/Action Log
5. **TO RECEIVE MAYOR'S ANNOUNCEMENTS**
6. **TO RECEIVE UPDATES FROM INDIVIDUAL COUNCIL MEMBERS FOR ITEMS NOT ALREADY ON THE AGENDA** (for information only)

**7. OPEN FORUM FOR PUBLIC PARTICIPATION**

**7.1.** District Councillors

**7.2.** County Councillors

**7.3.** Police

**7.4.** 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)

**8. FINANCE**

**8.1.** To receive income since September meeting

**8.2** To approve expenditure since September meeting.

**9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY**

**9.1.** Correspondence

**9.2.** 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)

Repair of Bench in War Memorial Park

**10. COMMITTEES**

**10.1. To receive and agree recommendations from the Finance Committee**

Reserves Policy

Investments

Good Neighbours Donation

Childrens Day Donation/Grant

Tablets for Councillors

Pavilion Insurance

**10.2. To receive and agree recommendations from the Personnel Committee**

Staff Handbook

Staff Contracts updated

Updated Absence Policy – included in handbook

Mobile Phone Policy – included in handbook

**10.3. To receive and agree recommendations from the Development and Amenities Committee**

Trees in the Cemetery

Memorial Arch Lettering

Dog Agility Park

New Gaytor for Grounds team

**11. TO RECEIVE AN UPDATE ON THE MARKET CROSS CLOCK AND MAKE ANY DECISIONS**

**12. TO RECEIVE A MEMORAL ALLOTMENTS REPORT AND AGREE AND DECISIONS**

**13. TO APOINT MEMBERS TO ANY VACANT POSITIONS ON COMMITTEES**

**14. TO RECEIVE UPDATE ON SKILLS AUDIT**

**15. TO AGREE A REPRESENTATIVE TO BE ON THE CADETS STEERING COMMITTEE**

**16. TO DISCUSS THE WIDENING OF KINGS ARMS FOOTPATH AND MAKE ANY RECOMMENDATIONS**

**17. 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)

**18. DATES OF FORTHCOMING MEETINGS**

Finance 11<sup>th</sup> November 2024

Development & Amenities 19<sup>th</sup> November 2024

Full Council 29 October 2024 18.30

**19. TO CONSIDER PASSING A RESOLUTION, IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THAT THE PUBLIC AND PRESS TO BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED**

Confidential updates