



NORTH WALSHAM TOWN COUNCIL

Council Meeting – Tuesday 25th February 2025

Published: 20.02.2025

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 6) 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

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 28th January 2025 and 5th February 2025.
4. **TO RECEIVE INFORMATION ON MATTER ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA**
Clerks Report/Action Log
Projects.
5. **TO RECEIVE MAYOR'S ANNOUNCEMENTS**
6. **OPEN FORUM FOR PUBLIC PARTICIPATION**
 - 6.1. District Councillors
 - 6.2. County Councillors

6.3. Police

6.4. 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)

7. FINANCE

8.1 To approve expenditure since January meeting.

8.2 To receive Bank Reconciliation up to 31/01/2025

8. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

8.1. Correspondence

8.2. Clerk's decisions - (by either Financial Regulation 4.1-In conjunction with Council Chair / Deputy Chair or Committee Chair within budget under £1,500; OR 4.5-Urgent, essential, health & safety or if the Clerk deems necessary)

9. TO DISCUSS AND AGREE RECOMMENDATIONS FROM E&T WORKING GROUP

To receive the minutes and agree the recommendations made

10. TO DISCUSS AND AGREE RESPONSES TO PLANNING APPLICATIONS UP TO 24TH FEBRUARY 2025

11. TO CONSIDER USE OF TENNIS COURTS FOR COACHING AND AGREE IF A CHARGE IS TO BE MADE

12. TO DISCUSS AND CONSIDER FORMING A NEIGHBOURHOOD PLANNING WORKING GROUP

13. TO DISCUSS AND AGREE STAFF CARRYING OUTSTANDING HOLIDAY OVER TO THE NEXT FINANCIAL YEAR

14. TO DISCUSS RE-ADVERTISING FOR CO-OPTION

15. TO DISCUSS ADDITIONAL WORKNEST COSTS REGARDING INVESTIGATIONS

16. ADOPTION OF RECOMMENDATIONS OF 2023 SLCC STAFFING REVIEW PLAN

17. TO DISCUSS AND AGREE A LOCUM RFO TO COVER MATERNITY LEAVE

18. TO DISCUSS AND AGREE JOB DESCRIPTION FOR FINANCE OFFICER AS AGREED

19. CLLR AND STAFF TRAINING AND DBS UPDATE

20. TO DISCUSS AND CONSIDER NORWICH ROAD NURSERY SITE AND NURSERY DRIVE

19.1 Street Lighting including unadopted roads and footpaths

19.2 Themes, or names for road names/numbering.

21. TO DISCUSS AND CONSIDER REPORT ON THURSDAY MARKET TRADERS

22. TO AGREE TO ADD A CYCLE SHELTER AT THE TRAVEL HUB AND TAKE ON THIS ASSETT

23. TO DISCUSS AND AGREE PURCHASING AND USING AN 'OWL' FOR MEETINGS

24. TO RECEIVE UPDATE REGARDING FINANCE AND H&S AUDITS

25. 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)

26. DATES OF FORTHCOMING MEETINGS

Finance Committee – Tuesday 4th March 6.30pm

Events & Tourism Working Group – Thursday 13th March 6.30pm

Development & Amenities – Tuesday 18th February 6.30pm

Full Council – Tuesday 25th March 6.30pm

27. 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

To discuss and agree further Sick Pay

To discuss and agree SCP rate for Finance Officer