



NORTH WALSHAM TOWN COUNCIL

Council Meeting – Tuesday 25th March 2025

Published: 19.03.2025

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 25th 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

- 7.1 To approve expenditure since February meeting.
- 7.2 To receive Bank Reconciliation up to 28/02/2025
- 7.3 To receive and agree Finance Reserves Policy
- 7.4 To receive and agree Investment Policy
- 7.5 To receive Internal Scrutineers report

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 following recommendations:

- 9.1 VE Day
- 9.2 Pride flag
- 9.3 Budget for July Mini Music Festival

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

- 10.1. PF/24/1874 Rifle & Pistol Club – amended plans
- 10.2. ADV/25/0408 Fortune House, Laundry Loke – New signage

11. TO DISCUSS CORRESPONDENCE REGARDING MOVING THE BUS STOP ON NORWICH ROAD

12. TO DISCUSS THE TOWN COUNCIL PAYING 50% OF THE FEE TO SET UP THE LEASE FOR THE HERITAGE CENTRE.

Rev. Warner confirms the Church will fund 50%.

13. TO RECEIVE QUOTES AND AGREE PURCHASING WELFARE UNIT AS PER H&S AUDIT RECOMMENDATIONS

14. TO RECEIVE CULTURAL REVIEW REPORT AND AGREE TO ACCEPT RECOMMENDATIONS

15. TO RECEIVE 2X QUOTES FOR STAFF FIRST AID COURSES AND AGREE ONE OF THEM

16. TO NOTE THE DECISIONS MADE BY THE D&A COMMITTEE (MEETING 18.03.2025) AND MAKE ANY COMMENTS

17. TO DISCUSS CO-OPTIONS

18. TO AGREE THE LICENSE FOR TOUCH SCREEN DEVICE INSTALLATION AT THE PHOENIX BUILDING, AND TO AGREE A NOMINAL DONATION FOR THE USE OF THE PHOENIX BUILDING

- 19. 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)
- Neighbourhood Plan Working Party.
 - Co-Options.
 - Streetlights/Street Naming – Nursery Drive.

FunDay Procession application process.

20. DATES OF FORTHCOMING MEETINGS

Events & Tourism Working Group – Thursday 10th April 6.30pm

Finance Committee – Tuesday 15th April 6pm

Annual Town meeting – Thursday 17th April 6.30pm *****NEW DATE*****

Full Council Meeting – Tuesday 29th April 6.30pm

Developments & Amenities Committee – Tuesday 13th May 6.30pm

Annual Town Council Meeting – Tuesday 27th May 6.30pm

21. 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

21.1 To receive results from 2x Investigation reports produced by Worknest, and to agree to accept any recommendations after review by Croner (HR).

21.2 To discuss staff updates and agree any decisions.