



NORTH WALSHAM TOWN COUNCIL

Council Meeting – Tuesday 29th April 2025

Published: 23.04.25

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 March 2025.
4. **TO RECEIVE INFORMATION ON MATTER ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA**
Clerks Report
5. **TO RECEIVE MAYOR'S ANNOUNCEMENTS**
6. **TO AGREE TWO CO-OPTIONS**
As per Standing Orders, the vote for new members will be via a show of hands.
Co-Options will continue each month until all positions are filled.

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 approve expenditure since March meeting.

8.2 To receive Bank Reconciliation up to 31/03/2025

8.3 To receive a summary of Receipts and Payments

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

9.1. Correspondence:

Letter regarding Post Office opening times.

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

Extra tree cutting at Cemetery £500

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

To receive the summary report and agree the following recommendations:

10.1 To agree to taking over the 'yard sale' formally run by North Walsham Play that runs annually on the first Sunday in July, with NWTC commencing in 2025.

10.2 To agree to take over the Easter Egg Hunt formally run by North Walsham Play that runs annually on Easter Saturday, with NWTC commencing in 2026

11. TO DISCUSS AND AGREE RESPONSES TO PLANNING APPLICATIONS UP TO 29TH April 2025

PF/25/0580 – extension until 02.05.2025

PU/25/0792 – 18 Kings Arms Street

PF/25/0613 – 141 Mundesley Road

PF/25/0673 - 40 Yarmouth Road

12. TO DISCUSS STREET LIGHTING ON NURSERY DRIVE DEVELOPMENT AND AGREE TO ADOPT LIGHTING TO BE INSTALLED BY DEVELOPERS, AND WHETHER NWTC WANTS ADDITIONAL LIGHTING ON SIDE STREETS

13. TO AGREE QUOTE FOR BI-FOLDING DOORS IN THE OFFICE FOR £1100 TO CREATE A PRIVATE SPACE FOR CONFIDENTIAL MEETINGS ETC

14. TO ADOPT THE NEW VEXATIOUS COMPLAINTS POLICY

15. TO DISCUSS, REVIEW AND AGREE WELFARE UNIT AS MORE EQUIPMENT/SERVICES ARE NECESSARY

16. TO RECEIVE AN UPDATE ON DBS APPLICATIONS, AND AGREE ANY ACTIONS NEEDED REGARDING OBSTACLES FACED

17. TO RECEIVE AND AGREE A GRANT APPLICATION FROM THE NORTH WALSHAM COMMUNITY NETWORK

18. TO DISCUSS AND AGREE ANY UPDATES REGARDING THE TENNIS COURTS

19. TO DISCUSS OPTIONS FOR MEN'S SHED VENUE

- 20. 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.
FunDay Procession application process.

21. DATES OF FORTHCOMING MEETINGS

Developments & Amenities Committee – Tuesday 13th May 6.30pm

Events & Tourism Working Group – Thursday 15th May 6.30pm

Annual Town Council Meeting – Tuesday 27th May 6.30pm

22. 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

22.1 To receive confidential correspondence, and to discuss and agree outcome.

22.2 To discuss temporary RFO position

22.3 To discuss Head Groundsperson position and agree pay scale and actions moving forward.

22.4 To receive any other staffing updates.

22.5 To discuss a request from Police.