

NORTH WALSHAM TOWN COUNCIL

MINUTES of the TOWN COUNCIL MEETING

held on 29th May 2018

Present:

Town Councillors Cllr Hester (Chair), Cllr E Addison, Cllr A Fryer, Cllr R Harris, Cllr J Melville, Cllr R Murphy, Cllr M Seward, Cllr D Turner, Cllr E Wheeler, Cllr J Witte

District Councillor Cllr V Gay, Cllr N Lloyd, Cllr E Seward

Acting Town Clerk Ms J Shields **Deputy Town Clerk** Ms T Foster

Members of Public 5

The meeting opened at 19.00

1 DECLARATIONS OF INTEREST

Cllr Wheeler – item 6a, Cllr Melville – item 6f, Cllr Witte – item 6f, Cllr Hester – item 13a, J Shields - item 13a, T Foster – item 13a

2 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr G Bull (Work), Cllr F Choudhury (Ramadan), Cllr P Edge (Work), Cllr R Mooney (holiday), Cllr S Stuckey (Work),

3 TO AGREE MINUTES OF PREVIOUS TOWN COUNCIL MEETING

As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

That the minutes of the meeting held on 24 April 2018 were agreed as a true record

Cllr Seward abstained

4 TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION AND EXTERNAL REPORTS

As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

That the meeting be adjourned in accordance with the Public Bodies (Admission to Meetings) Act 1960 to permit public participation and external reports.

It was proposed to suspend Standing Order 3f (maximum duration of 15mins) for public participation

- Verbal reports were received from 4 members of public regarding the continual disturbance in the War Memorial Park
- Reports from District Councillors - Verbal reports were received from District Cllr E Seward and District Cllr N Lloyd

As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**

That the meeting be reconvened

5 TO RECEIVE REPORT FROM THE TOWN MAYOR/DEPUTY MAYOR

The verbal report included attending:-

- 9.5.18 – Opening Charity Shop by Lady Priscilla Bacon
- 50th Birthday of North Walsham Library

6 ITEMS FOR DECISION/DISCUSSION BY THE TOWN COUNCIL

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- a. **Request from Funday for Carnival Float 23.6.18** – As proposed by Cllr Murphy and seconded by Cllr Harris it was **RESOLVED**

To enter a float using the Councils Flatbed Truck. Councillors to get together to decide theme

- b. **CCTV at Trackside and 4a Market Street** – As proposed by Cllr Addison and seconded by Cllr Seward it was **RESOLVED**

To defer until the next meeting

- c. **To consider options for inscription on Market Cross** – As proposed by Cllr Turner and seconded by Cllr Murphy, it was **RESOLVED**

To install a Lectern and have it installed by the water fountain Fi

Cllr Addison to liaise with Fi to see if any funding is available

- d. **To consider Town Strategy Reports** – To organise a working group to simplify and prioritise

- e. **Disability Survey Progress Report** – Cllr Melville updated everyone on how the Surveys were progressing

- f. **St Nicholas Court Update** – Cllr Witte updated everyone on the purchase and regeneration of St Nicholas Court

7 CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- a. Action Log update for May
b. Norfolk ALC Training & Events Calendar for July
c. Crime Updates for April – to arrange a meeting with Inspector Futter Julie
d. Council attendance percentages for 2017/2018

8 FINANCE

- To approve payments and receipts for April 2018 - As proposed by Cllr Murphy and seconded by Cllr Witte, it was **RESOLVED**
That the payments and receipts be approved
- To approve payments up to 18 May 2018 - As proposed by Cllr Murphy and seconded by Cllr Addison, it was **RESOLVED**
That the payments report be approved
- To approve new subscription to NPTS £500 – It was decided to defer to the next meeting - proposing to subscribe for a year, compiling a document to compare the templates and support given by NPTS against NALC

9 TO RECEIVE REPORTS FROM GROUPS AND COMMITTEES

- a. Market Minutes – 3 May 2018
b. Development & Amenities Minutes – 8 May 2018
c. Personnel & Grants Minutes – 15 May 2018 – Deferred to item 13 CONFIDENTIAL MATTERS

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d. Annual Full Council Meeting – 15 May 2018

10 DATES OR FORTHCOMING MEETINGS AND EVENTS

- Planning Committee - Tuesday 26 June 2018, 18.30 at Day Spring Centre
- Full Council Meeting - Tuesday 26 June 2018, 19.00 at Day Spring Centre
- Personnel & Governance Committee - Monday 4 June, 18.30 at 18 Kings Arms Street
- Media & Information Committee - Monday 11 June, 19.00 at 18 Kings Arms Street
- Finance & Grants Committee - Friday 8th June, 12.00 at 18 Kings Arms Street
- Planning Committee - Tuesday 12 June 2018, 18.30 at Day Spring Centre
- Development & Amenities Committee - Tuesday 12 June 2018, 19.00 at Day Spring Centre

11 ITEMS FOR NEXT AGENDA

- Continual disturbance at the War Memorial Park
- CCTV at 4a Market & Trackside
- NPTS Governance support comparison
- Update on Market Cross inscription
- Update on meeting with Inspector Futter

12 EXCLUSION OF PUBLIC AND PRESS UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 As proposed by Cllr Murphy and seconded by Cllr Melville, it was **RESOLVED**
To exclude the public and press due to the confidential nature of matters to be discussed

13 CONFIDENTIAL MATTERS

It was decided to discuss DPO and Cemetery Lodge first as Cllr Hester, J Shields & T Foster had an interest in the other two items

- DPO Role – recommendation from Personnel Committee. As proposed by Cllr Witte and seconded by Cllr Murphy, it was **RESOLVED**
To accept the recommendation that T Foster be the new DPO
- Cemetery Lodge – Quotes are being obtained

20.50 - Cllr Hester, J Shields and T Foster left the room

- Receive minutes from the Personnel & Grants Committee - 15 May 2018
- Staff appraisal pay increases, recommended from Personnel Committee 1 recommendation deferred to Personnel Committee
- Extending staff trial periods until beginning of September 2018 - It was voted unanimously to reject extending the trial period

The meeting closed at 21:15