



# Notice of North Walsham Town Council Meeting

20 June 2018

Members of the Town Council

You are hereby summoned to attend the **Full Council Meeting** of North Walsham Town Council to be held at the **Dayspring Centre, Black Swan Loke, North Walsham** on **Tuesday 26 June 2018, at 19:00**

Should you be unable to attend please phone/email with your apologies and reasons.

Yours sincerely

*J. Shields*

Acting Town Clerk

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## AGENDA

1. **DECLARATION OF INTEREST**

To receive declarations of interest for agenda items and consider requests for dispensation

2. **APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence

3. **TO AGREE MINUTES OF PREVIOUS TOWN COUNCIL MEETINGS**

To receive and approve minutes of the meeting 29 May 2018 and 12 June 2018.

4. **TO ADJOURN THE MEETING FOR PUBLIC PARTICIPATION AND EXTERNAL REPORTS**

(Max 3mins per person as per Standing Orders 3g, max 15 mins total duration as per Standing Orders 3f)

- a. Public participation
- b. To receive presentation by PC Gwynn regarding the War Memorial Park
- c. To receive reports from District and County Councillors relating to North Walsham

5. **TO RECEIVE REPORT FROM THE TOWN MAYOR**

6. **ITEMS FOR DECISION/DISCUSSION BY THE TOWN COUNCIL**

- a. Disturbance at the War Memorial Park
- b. CCTV at Trackside and 4a Market Street
- c. Update on Meeting with Inspector Futter and Sargent Godson
- d. Discuss quotes for lectern - Market Cross inscription
- e. Disbanding Media and Information Committee
- f. Annual Streetlight inspection from TT Jones
- g. Organise a working group to simplify and prioritise Town strategy
- h. To consider Freedom of Information Policy

- i. Estimate for Tree Survey
- j. Which agenda's to put on facebook or just put a link to our web page
- k. All Terms of Reference - Change the word 'decision' in paragraph 4 to 'resolution'

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

- a. Action Log June
- b. Norfolk ALC Training & Events Calendar for Aug – No courses available (recess)
- c. Speed watch updates for May 2018
- d. Crime updates May 2018
- e. Big Society Fund information

**8. FINANCE**

- a. To approve payments and receipts for May 2018
- b. To approve payments up to 20 June 2018
- c. To receive and approve the Year-end Financial Statements 2017/2018
- d. To receive and approve War Memorial Charity Accounts 2017/2018
- e. To ratify decision by Finance Committee – to approve the Annual Governance Statement and Accounting Statements (*from the Annual Governance and Accountability Return 2017/2018*)

**9. TO RECEIVE REPORTS FROM GROUPS AND COMMITTEES**

- a. Personnel & Governance – 4 June 2018
- b. Finance & Grants – 8 June 2018
- c. Personnel & Governance – 11 June 2018
- d. Planning Minutes – 12 June 2018
- e. Development & Amenities Minutes – 12 June 2018

**10. DATES OR FORTHCOMING MEETINGS AND EVENTS**

- Planning Committee - Tuesday 10 July 2018, 18.30 at Day Spring Centre
- Development & Amenities Committee - Tuesday 10 July 2018, 19.00 at Day Spring Centre
- Finance & Grants Committee - Thursday 19 July, 12.00 at 18 Kings Arms Street
- Planning Committee - Tuesday 31 July 2018, 18.30 at Day Spring Centre
- Full Council Meeting - Tuesday 31 July 2018, 19.00 at Day Spring Centre

**11. ITEMS FOR NEXT AGENDA**

**12. EXCLUSION OF PUBLIC AND PRESS UNDER SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**13. CONFIDENTIAL MATTERS**

- a. To vote on a decision for the roles of Town Clerk and Head Groundsman, choices are:-
  - To advertise the posts immediately
  - To promote staff in place with immediate effect
  - To create a formal trial, with measureable targets, to enable promotion at the end of the trial
- b. To advertise for a full time Groundsman