

Thorpe St Andrew Town Council Meeting

Minutes of the meeting held on 5th September 2016

64	Present: Mr I Mackie (Town Mayor)	
	Mr J Fisher	Mr P Berry
	Mr J Ward	Mr L Reeves
	Mr F Bowe	Mr N Hancock
	Mrs T Mancini Boyle	Mr R Wooden
	Mr D Sears	Mrs J Fisher
	Mr J Emsell	

Apologies: Mr N Shaw, Mr M Pickess, Miss S Lawn, Mr R Robson

In attendance: Mr T. Foreman (Town Clerk)

65 Declarations of interest in items on the agenda.

Mr I Mackie, Mr J Fisher, Mrs T Mancini-Boyle, Mr J Emsell and Mr J Ward recorded an interest in item 74 as members of Broadland District Council.

66 To confirm the minutes of the Town Council meeting held on 1st August 2016

The minutes of the meeting held on 1st August 2016 were agreed and signed as a true record.

67 Announcements (For information only)

To receive announcements from

(i) The Town Mayor- Mr I Mackie provided an overview of his activities as Town Mayor over the previous month and gave special mention to his meeting with the new Rector for Thorpe St Andrew who was in attendance at the meeting.

(ii) The Clerk- Mr T Foreman provided an update on his activities for the previous month.

68 Public participation –To consider a motion to suspend the meeting to allow members of the public the opportunity to address the meeting limited to 3 mins each

The Meeting was suspended following a proposal from Mr I Mackie, seconded by Mr F Bowe.

(i) Norfolk Constabulary- The Town Council received the statistics provided by the Safer Neighbourhood team and noted the report.

(ii) County and District Councillors –Mr J Ward reported the sad death of District Council Mr J Bracey of Sprowston. Mr J Fisher provided an update on recycling in Thorpe ST Andrew explaining that The Denes had successfully gone from one of the worst areas for recycling to now one of the best.

(iii) Members of the public – None.

69 Finance

(i) Payments List: Voucher numbers 377 to 476 totalling £77,441.10 were approved and signed

(ii) Bank Reconciliation Statement was agreed and signed as a true record.

70 Draft Minutes of Committee Meetings.

- (i) Plans Meeting 8th August 2016- were noted
- (ii) Finance & Staff 15th August 2016- were noted
- (iii) Events and Media 22nd August 2016- were noted

71 Welcome to Revd James Stewart

Mr T Foreman introduced the new Rector for Thorpe St Andrew, Revd James Stewart to the Town Council. Mr I Mackie formally welcomed Revd Stewart to the town, recognising his link with the locality. Furthermore Mr I Mackie expressed his great pleasure in attending the inauguration of Revd Stewart at the St Andrews Church on Yarmouth Road. Revd Stewart stated his appreciation to the Town Council for the invitation to attend the meeting. An overview of his previous work was given, with an explanation that he sought to serve all the community of Thorpe ST Andrew, giving special reference to the Dussindale area. Revd Stewart expressed a hope to work closely with the Town Council, particularly in delivering events and supporting work within the community. The Town Council gave its support for such working and noted the verbal report.

72 Planning Applications

- (i) **20161334 Single Storey Side and Rear Extensions
79 Beechwood Drive, Thorpe St Andrew, NR7 0LN**

No Objections

- (ii) **20161318 Alterations & Extension to form Rooms in Roof
44 Gordon Avenue, Thorpe St Andrew, NR7 0DP**

Withdrawn

73 Proposed Thorpe Woods Development

A presentation was given to the Town Council by Mr T Martin, Mr M Johnson and Ms S Simpson relating to the proposed development at Thorpe Woods. The presentation provided an overview of the history of the application, as well as the indicative visuals and impact assessments for the environment and transportation.

Mr I Mackie expressed his concern regarding the application, with more than 2,500 negative responses to previous planning application on the site. Furthermore, Mr I Mackie asked about the view of Natural England, the status of the ecologically important land in the future and the TROD from Thorpe End. There was further concern raised by Mr I Mackie regarding the future of the plots if sold to individual housebuilders. In response, it was stated that there would be a number of ecological assessments undertaken and that the planners have been discussing the proposal at length with Norfolk County Council. Furthermore, the site would be sold in plots to individual builders, but these would be required to meet the values of Socially Conscious Capital and the Felthorpe Trust. There was a commitment from Ms S Simpson that if planning were approved, the Thorpe End TROD would be entirely funded as part of the development.

Mr J Fisher queried how 300 houses, including some affordable housing would pay enough of a service charge to maintain more than 150 acres of woodland. In response it was confirmed that the developers did not know how this would be funded and greater work into these costs was required.

The Town Council **NOTED** this presentation and explained it would await a detailed application in due course.

74 Proposed changes to River Green

Mr T Foreman provided an overview of the report detailing proposed changes to River Green. The changes included:

- Seeking the relocation of the Grade II listed John Fox cottage from Griffin Lane to River Green

- Seeking the transfer of the Broadland District Council toilet block to the Town Council
- Seeking to designate space for both private and commercial moorings on River Green quayheading

The Town Council welcomed the report which outlined part of the strategic vision for the River Green area.

Mr I Mackie explained that John Fox cottage had been an ongoing concern for many residents as its condition has deteriorated overtime. Furthermore, making the cottage accessible and under public ownership would promote tourism and potentially host museum displays about Thorpe St Andrew. Mr J Fisher gave his support for the idea, but queried the cost of moving the building and the significant refurbishment required. Mr T Foreman explained that the cottage would need to be moved by the Broads Authority and transferred to the Town Council in a good state of repair. From this point forward we would continue the maintenance of the cottage which would have an asset management plan. In addition, grant funding would be sought to assist with the maintenance of the heritage building.

With regard to the toilet block, it was explained that there was a need for a greater presence on the site and an area suitable to support the commercial enterprise planned for the site and bolster tourism to the area. Mr J Ward queried whether two unisex toilets and a disabled toilet would be appropriate as many do not like using unisex facilities. Mr T Foreman explained many public facilities were now unisex and the Town Council buildings were the same. Furthermore by converting the female toilets into a tourism centre, the retained toilets would be guaranteed and monitored daily.

Mr J Fisher explained funding for the upkeep of the toilets would be required. Mr T Foreman stated funding for hosting tourism displays for groups such as the Broads Authority and the Norfolk Wildlife Trust would be sought, as well as any income from the commercial business. Furthermore, the Tourism Officer at Broadland District Council could hold events at the site on a regular basis.

Mr T Foreman also explained that a planning proposal would be required for mooring changes on the quayheading when it returns to Town council control. Mr J Ward asked what type of moorings would be required. Mr T Foreman explained that private non-residential moorings would bring in much needed revenue, as well as the commercial hire boat business planned for the site. Mr I Mackie stated support for income generation on the site to offset significant contributions from precept. Mr T Foreman explained the zoning would be done in discussion with the Broads Authority, but first the Town Council are required to decide whether to approve the proposal.

It was proposed by Mr I Mackie, seconded by Mr J Ward and on a show of hands with all in favour **RESOLVED** to:

- Request the Broads Authority fund the refurbishment and relocation of John Fix cottage to River Green, with the Town Council taking ownership of the building once completed
- Request Broadland District Council consider transferring the freehold of the Toilet Block on River Green to the Town Council. The Town Council would take full maintenance and cost responsibility for the asset on condition that Broadland District Council pay 5 years maintenance and running costs upfront on date of transfer.
- Submit a plan for zoning the moorings on River Green to include private and commercial moorings.

75 **Update on Town Hall Works**

Mr T Foreman explained that the new flooring and redecoration had been completed at the Fitzmaurice Pavilion. Mr I Mackie asked for the thanks of the Town Council be passed to the Parks and Estates team for having this much needed work completed in under 2 weeks. The Town Council **NOTED** this report.

- 76 Verge improvement on Yarmouth Road**
Mr T Foreman provided a quotation from Norfolk County Council Highways Department for applying grass-crete to the verge near Dales Loke on Yarmouth Road. The quote explained it would be £5,610.03 to cover 65m² of verge. Mrs T Mancini-Boyle gave support for the idea of improving verges, particularly those used by the surrounding businesses. Mr J Fisher asked that a letter be sent to surrounding businesses for a contribution to the cost of the verge improvement and this item be considered at a later date. This was seconded by Mr I Mackie and on a show of hands **AGREED**.
- 77 CPRE Norfolk Campaign**
The Town Council considered the request by CPRE to support its campaign not to allocate new sites for housing until existing sites had been fully developed. The Town Council felt that this campaign could prevent the useful planning of housing throughout Norfolk, which ensures the statutory land supply regulations are met. The Town Council **DECLINED** to support the campaign.
- 78 Membership of Committees**
Mr J Fisher explained that there was a need for more Councillors on the planning committee, it was requested that any Councillors interested in joining the committee contact the office. The Town Council **NOTED** this report.
- 79 Allotment Waiting List update**
Mr T Foreman provided an update on the allotment waiting lists and present two waiting list queries which had recently been submitted. The first was whether there was a minimum term between the termination of an allotment tenancy due to its condition and taking on a new allotment. The second was whether family and friends could help work an allotment plot. It was proposed by Mrs J Fisher, seconded by Mr N Hancock and on a show of hands with all in favour **RESOLVED** that
- Any allotment holder will have to wait two years between termination of a tenancy and getting another allotment. After two years they can be placed on a waiting list, but once allocated will be subject to a 6 month probation period.
 - Friends and Family can help on an allotment plot. If they are alone on the site at any time, the office should hold their details.
- 80 Norwich Red Devils American Football Team**
The Town Council received the correspondence from the Norwich Red Devils American Football Club. The letter explained that the team have use of the school playing field at the north of Dussindale Park. Mr I Mackie expressed support for the team being based in the town and hoped they would attend events in the future and remain active in the community. The Town Council **NOTED** this correspondence.
- 81 Reel Diva Request for Funding**
The Town Council received the correspondence from Reel Diva. The correspondence explained that the group provide community theatre in the Roxley Hall and is attended by those who often do not get to see cinema films in a social setting. The correspondence also requires assistance with funding to ensure the service could continue. The Town Council welcomed the letter of introduction, with Mrs J Fisher explaining social activities are important to prevent social isolation for those who may not travel into the city. It was proposed by Mr J Emsell, seconded by Mrs J Fisher and on a show of hands with all in favour **RESOLVED** to issue a donation for £250 to Reel Diva under s.137 of the Local Government Act 1972.