

## Thorpe St Andrew Town Council Meeting

### Minutes of the meeting held on Thursday 21 May 2015

#### 1. Election of Town Mayor

Mr J Ward was nominated by Mr I Mackie and seconded by Miss S Lawn, and on a show of hands re-elected as Town Mayor.

#### 2. Election of Deputy Town Mayor

Mr I Mackie was nominated by Mr J Ward and seconded by Miss S Lawn, and on a show of hands was duly elected Deputy Town Mayor.

#### 3. Committee memberships to be drawn up

With the continuation of existing Committees and Terms of Reference, the following memberships were drawn up.

Planning Committee: Mr J Fisher, Mr D Sears, Mr R Robson, Mr M Pickess, Mr F Bowe and Mr P Berry

Finance and Staffing Committee: Mr I Mackie, Mrs T Mancini-Boyle, Miss S Lawn, Mr J Emsell, Mr J Ward, Mr L Reeves, Mr F Bowe

Events Committee: Miss S Lawn, Mr R Robson, Mr R Wooden, Mrs T Mancini-Boyle, Mr J Emsell, Mr L Reeves, Mr N Shaw, Mr D Sears and Mr J Ward.

Thomas Foreman requested that an extension be given for Town Councillors to sign the Acceptance of Office.

**RESOLVED:** All Town Council Acceptance of Office forms must be completed on or by 6<sup>th</sup> July 2015.

#### 4. Appointment to External Bodies

Mr J Emsell agreed to be the nominated Councillor to work with the MAP Youth organisation as a Youth Advocate.

<b>32. Present:</b>	Mr J Ward	Mr R Robson
	Mr I Mackie	Mr F Bowe
	Mr J Emsell	Miss S Lawn
	Mrs T Mancini Boyle	Mr N Shaw
	Mr P Berry	Mr D Sears
	Mr R Wooden	

**Apologies:** Mr J Fisher, Mrs J Fisher, Mr N Hancock, Mr L Reeves and Mr M Pickess

**In attendance:** Mr T. Foreman (Town Clerk), Mrs J Fenn (RFO) Mrs F Bass (Assistant Clerk)

**33. Declarations of interest:** Mr J Ward and Miss S Lawn declared an other interest in item 39 as Members of the Broadland District Council Planning Committee

#### 34. To confirm the minutes of the Town Council meeting 11 May 2015.

The minutes of the Town Council meeting held on 11 May 2015 were agreed and signed as a true record.

#### 35. Announcements (For information only)

To receive announcements from

- (i) The Town Mayor  
None due to proximity of last Town Council meeting of 11<sup>th</sup> May 2015

- (ii) The Clerk  
The Town Clerk welcomed all new and existing Town Councillors on behalf of the staff at Thorpe St Andrew Town Council. All Members were reminded to

sign their acceptance of office, complete their Declaration of Interest Forms and the Candidate Spending Return forms.

The Clerk explained that the bus shelter on Plumstead Road East had been damaged and was awaiting repair and that the proposed site for the Pound Lane/Laundry Lane bus shelter was unsuitable and an application to highways for an extension to the hard surface would be forthcoming to overcome this.

The resurfacing work on Yarmouth Road would begin on the 1<sup>st</sup> June 2015 information about which is on the Town Council website. The Clerk continued by asking Members who would like a Register of Electors to contact the Town Council office. An update was given as to the Recreation Bowls Club, a report would be coming to a future Town Council meeting. Members were told that a planning survey was due to happen this year and they would be contacted directly by Broadland District Council regarding this if they give permission when contacted

**36. Public participation** –To consider a motion to suspend the meeting to allow members of the public the opportunity to address the meeting limited to 5mins each.

**(i) Norfolk Constabulary-** (None)

**(ii) County and District Councillors-** The report from County Councillor I Mackie was noted.

**(iii) Members of the public-** (None)

### **37. Finance**

(i) Annual Statement Section 1 Accounting Statements 2014/15

**RESOLVED:** To agree Annual Statement Section 1. Signed by Town Mayor.

(ii) Annual Statement Section 2 Annual Governance Statement 2014/15

**RESOLVED:** To agree Annual Statement Section 2. Signed by Town Mayor and Town Clerk.

(iii) Income and Expenditure and Balance sheet 2014/15

The Income and Expenditure and Balance sheet was presented by Mrs J Fenn and noted.

(iv) Financial Statement and Variance notes

The Financial Statement and Variance notes were presented by Mrs J Fenn and noted.

(v) Payments List: Voucher numbers 23-185 totalling £53,648.12

The Payments List was noted and signed.

(vi) Bank Reconciliation Statement

The Bank Reconciliation Statement was noted.

### **38. Draft Minutes of Committee Meetings.**

(i) Plans Meeting 11 May 2015.

The draft Plans Meeting minutes were noted

(ii) Finance & Staff 27 April 2015

The draft Finance and Staff Meeting minutes were noted

### **39. Planning applications**

20150637

70 South Hill Rd

Single Storey Rear Extension  
& Loft Conversion

**NO OBJECTIONS**

20150671      Land at rear of      Sub-Division of Plot and Erection  
                         16A Hillside Rd      of Detached Dwelling

*OBJECTIONS-* Objections were raised as it was considered that the plot was too small for the requested dwelling. Also the property had a great impact on neighbours and there would be limited space for vehicles.

**40. Broads Pubs & Assets of Community Value-** Consideration to nominating Thorpe St Andrew pubs as "Assets of Community Value".

**RESOLVED:** To nominate The Rushcutters Public House, The River Garden Public House and the Town House Public House as Assets of Community Value

**41. The CIL payment received from Broadland District Council-** was noted and it was confirmed by the Responsible Financial Officer this will be added to the existing Community Infrastructure Levy funds.

**42. Donation from Andy Street to Thorpe History Society-** Thomas Foreman explained that the Town Council are holding earmarked funds totalling £500 as designated in the Will of Mr Andy Street, for the benefit of the Thorpe History Society. The Thorpe History Society have requested the sum of £500 be paid for use giving greater access to the history archives and producing a website.

**RESOLVED:** To pay the donation from Andy Street to the Thorpe History Group.

**Future Agenda Items.** (Not for discussion)

Town Council meeting 1 June 2015

Date of next Plans meeting Monday 8 June 2015

Date of next Finance & Staff meeting Monday 15 June 2015