

Thorpe St Andrew Town Council Meeting

Minutes of the meeting held on 2nd November 2015

133	Present: Mr J Ward (Town Mayor)	Mr I Mackie
	Mr J Fisher	Mr P Berry
	Mr L Reeves	Miss S Lawn
	Mrs T Mancini Boyle	Mr N Shaw
	Mrs J Fisher	Mr R Robson
	Mr M Pickess	Mr J Emsell
	Mr N Hancock	Mr F Bowe

Apologies: Mr R Wooden, Mr D Sears

In attendance: Mr T. Foreman (Town Clerk), 3 members of the public

134 **Declarations of interest in items on the agenda.**

135 **To confirm the minutes of the Town Council meeting held on 5th October 2015**

The minutes of the meeting held on 5th October 2015 were agreed and signed as a true record.

136 **Announcements (For information only)**

To receive announcements from

(i) The Town Mayor- Mr J Ward gave a report on his activities during the previous month. His engagements included launching the Top Dog scheme in Thorpe St Andrew, launching the Royal British Legion Poppy Appeal at Sainsbury's in Thorpe St Andrew and visiting the Autumn Craft Fayre at the Dussindale Centre.

(ii) The Clerk- Mr T Foreman provided the meeting with an overview of his meetings and activities throughout the month including resolving issues with highways trees, meeting community groups and preparing for the November 5th Firework Display. Mr T Foreman also gave an update on staffing.

137 **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 J Ward, seconded by Mr I Mackie.

(i) **Norfolk Constabulary**- Apologies were received from Norfolk Constabulary as new computer software being installed meant there were no statistics available this month. The Town Clerk explained that local officers had visited the Town Council office and the Thorpe St Andrew area had no issues over the Halloween period. The Town Council noted this report.

(ii) **County and District Councillors** – Mr I Mackie gave a budget update for the County Council, explaining to the committee that the figures had been revised and as such a number of libraries, including St Williams Way Library were safe in the next financial year. The drainage work on Yarmouth Road progressed well and there were two by-elections for the County Council due shortly. For the District Mr I Mackie highlighted the issue of flooding at The Denes, and that a multi-agency approach had been adopted.

Mr N Shaw explained that the pedestrian refuge funding had been withdrawn by the County Council.

For the County Council, Mr J ward updated the Town Council on the Northern Distributor Road legal challenge over the addition £9.9m required for the project. Norfolk Schools have

climbed 35 places in the league tables and consultation had started for the 2016/19 County Council budget. The County Council has returned the Churchman House building to Norwich City Council following a move of operations. For the District Council, Mr J Ward reported his attendance at the Broadland Community at Heart Awards, the continuing development of the old Virgin One Account building in Sprowston and the involvement of more than 350 runners in the Broadland District Council 10k run. For the District Council, Mr J Fisher informed the Town Council that Broadland was now on the list of Top 100 Green Councils in the country.

(iii) **Members of the public**

Mr M Martins spoke on agenda item 141 to show support for the Town Council requesting the repayment of the grant as the conditions placed on the money had not been met. Mr Martins also asked whether the Town Council was able to sell the amenity land as proposed in the report for agenda item 146. Mr T Foreman explained that the Town Council was legally able to sell the land.

138 **Finance**

- (i) Payments List: Voucher numbers 602 to 698 were noted
- (ii) Bank Reconciliation Statement was agreed and signed as a true record.

139 **Draft Minutes of Committee Meetings**

- (i) Plans Meeting 12th October 2015 were agreed and signed as a true record.
- (ii) Finance & Staff 19th October 2015 were agreed and signed as a true record.

- 140 (i) **Town Amenities Officer's Report**-none received
(ii) **Tree Wardens Report**-none received

141 **Compulsory Purchase of Thorpe Island**

The report on the Compulsory Purchase of Thorpe Island was introduced by the Town Clerk. It was explained that the Broads Authority had offered administrative support to the process, but would not be willing to provide any funding. The possibility of seeking funding through reserves and through approaching local residents was discussed by Councillors. The Town Clerk explained that part of the case for a Compulsory Purchase would be the frustration of the planning process, and as the Broads Authority were confident that the injunctions on the land would likely solve the problem, it could be difficult to argue that point. It was **AGREED** to maintain the advocacy for a Compulsory Purchase Order, but not formally seek the Order from Broadland District Council pending the ongoing enforcement by the Broads Authority.

142 **Thorpe Ferry**

The Town Clerk provided a verbal report to the Town council explaining that the £5,000 conditional grant made to Thorpe Ferry Ltd. had been repaid as requested. The Co-Director of the company accepted that the conditions had not been met. The Town Council **NOTED** this report.

143 **Town Clerk Appraisal**

Following a request at the October 2015 Town Council meeting for a panel to be formed for the Town Clerks appraisal, Councillors were asked to volunteer for the positions. Mr I Mackie and Mr N Hancock duly volunteered and this was **AGREED** on a show of hands with all in favour.

144 **Postage Costs and Proposal for Electronic Papers**

The Town Clerk provided an overview of the report into postage costs for meeting papers. The total cost for posting papers for each committee was estimated to be £1,000 per year, plus time and printing costs, a range of proposals for reducing this cost were considered by

the Town Council. It was proposed by Miss S Lawn, seconded by Mr I Mackie and on a show of hands with all in favour **RESOLVED** that all Committee and Town Council papers would be send electronically with immediate effect.

145 **Archiving Town Council Files**

A report proposing archiving all available papers with the Norfolk Record Office was discussed. Councillors explored the benefits of the proposal, particularly the protection for information in an environment with state of art fire and flooding protection. It was **AGREED** to archive all relevant papers with the Norfolk Record Office.

146 **Land Encroachment at Commonwealth Way**

The report on the encroachment of a resident's garage on Commonwealth Way onto the Dussindale Park Amenity Land was considered by the Town Council. It was explained that this issue had been considered since 2006 with no suitable recourse found. The Town Clerk explained that the value of the land is £1,000 and in total £1,750 would be spent to complete the sale of the land to the resident. It was proposed by Mr J ward, seconded by Mrs Mancini-Boyle and on a show of hands with all in favour **RESOLVED** to sell the land for £1,000 and require the repayment of £1,750 from the resident to cover all legal costs.

147 **Dussindale Allotment Security**

Correspondence from Norfolk Constabulary and the Dussindale Allotment Association was reviewed by the Town Council. Following anti-social behaviour and damage within the allotment site, Norfolk Constabulary advised the introduction of trellis on the fences, barbed wire on the gates and CCTV on the site as well as increased lighting. The view of the Dussindale Allotment Association that they deserve better than they have at present was also discussed. The amount of security required on the allotment was mentioned, with some Members believing that due to the nature of the activity on the site it needed little more security than a residential garden and property. The Councillors who undertake the allotment inspections offered to walk around the site on their next inspection to look at the condition of the fencing and report any defects to the Town Council office. The offer from the allotment inspectors was **AGREED** and the report was **NOTED** by the Town Council

148 **Re-Planting of trees at Dussindale Park**

The Town Clerk provided an overview of the report proposing a purchase of four mature trees for the Dussindale Park to mark the first Town Council event on the park, the 10th Anniversary of the Town in 2016, the Queens 90th Birthday in 2016 and the opening of the new Town Hall in due course. The Town Clerk also stated that in purchasing these trees the Town Council would demonstrate compliance with the requirements of the felling licence issued for the tree work on the Dussindale Park. The Town Council discussed a number of options from the trees suggested. It was proposed by Miss S Lawn, seconded by Mr I Mackie and on a show of hands with all in favour **RESOLVED** to order:

1. Dawn Redwood
2. Tulip Tree
3. Giant Redwood
4. Purple Beech

The funding options for which to be decided by the next Finance and Staff Committee.

149 **Charitable use of Morse Pavilion**

Mr J Ward updated the meeting on the Community Café which operated in the Morse Pavilion during the summer months. More that £800 was raised in 2015 to support a local youth organisation. It was proposed by Mr J Ward, seconded by Mr I Mackie and on a show of hands with all in favour **RESOLVED** that the building be offered to the Community Café in summer 2016 free of charge.

150 **Town Council Office Relocation**

The plans and costing report for the relocation of the Town Council office were considered by the Town Council. The Town Council were supportive of the plans and **AGREED** that planning permission and quotations for work should be sought for consideration by the Town Council in due course.

151 **Bowls Club Lease**

The Town Clerk briefed the Town Council on the outcome of a meeting between the Town Clerk, Mr L Reeves and the Bowls Club. The Bowls Club had agreed to a new five year lease with a three year break clause for a peppercorn rent. The Bowls Club had also accepted to paying the full maintenance cost for the interior and exterior of the building and overall for the site. It was proposed by Mr I Mackie, seconded by Mr R Robson and on a show of hands with all in favour **RESOLVED** to have the new lease drawn up on these terms by a solicitor, with the power delegated to the Town Clerk to finalise any other terms.

Future Agenda Items. (Not for discussion)

Town Council meeting 7th December 2015

Date of next Plans meeting 14th December 2015

Date of next Finance & Staff meeting 21st December 2015

With no further business the meeting concluded at 9.15pm

Signed _____ (Chairman)

Date _____