

**Thorpe St Andrew Town Council  
Minutes of the Town Council meeting  
held on 4 March 2024 at 7:30pm**

**1 Present:**

Mr F Bowe (Town Mayor)	Mr D Wiseman
Mr S Snelling (Deputy Town Mayor)	Ms J Bailey
Mr D Buck	Mr J Emsell
Mr J Ward	Ms L Barrett
Mr P Berry	Ms C Ferris
Mr T Garner	Mrs M Friend
Mr S Court	Mrs L Skinner

**Apologies:** Mr J Fisher and Mr C Eden

**In attendance:** Mrs M Barron (CEO), Mrs L Weston (Administration and Committee Officer) and 8 members of the public.

**2 Declarations of interest in items on the agenda –** Cllr Bailey and Cllr Snelling both declared an interest in agenda item 11 – Thorpe Railway Disaster.

**3 To confirm the minutes of the Town Council meeting held on 5 February 2024.**

The minutes of the meeting held on 5 February 2024 were signed and approved as a true record.

**4 Announcements** (For information only)

**4.1** The Town Mayor - none

**4.2** The Town Clerk touched on the recent EDP article regarding plans for changes to Yarmouth Road to include the new bus timetable launched by NCC and also a feasibility study to look at a new pedestrian crossing on Thunder Lane.

The first Council Car Boot Sale was a great success and well attended. The Town Clerk gave a personal thank you to Cllr Skinner and Cllr Court for providing cakes and Cllr Emsell for his support.

Finally, a public thank you to Sarah Headland, our Communications Officer, who will shortly be leaving the Town Council, a thank you for everything Sarah has done.

**5 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.**

**5.1 Norfolk Constabulary** – Unfortunately Norfolk Constabulary have informed us that they no longer have the capacity to attend Council meetings. The crime updates will be brought to the meetings going forward, as they become available.

**5.2 County and District Councillors** – Cllr Ward's report was noted.

Cllr Berry recently attended the Full Council meeting where the controlling council coalition of minority parties voted through their proposed increase in council tax and an onsite visit with the Appeals Panel, to reject an appeal against a TPO in Sprowston. Cllr Berry also met the Chairman and other members of the St Williams Primary School Association, having accepted funding from his BDC Member Award Grant. With the remainder of the grant going to Norwich City Table Tennis Club based in Thorpe St Andrew and Thorpe Dementia Cafe.

Cllr Snelling raised the issue of Heartsease Roundabout and the road closures for 5 weeks, over the Easter period, as noted in Cllr Ward's report, and the affect this is having on Thorpe residents.

### **5.3 Members of the public -**

A member of the public thanked the CEO for responding to emails sent, regarding the Finance and Tennis Courts. The Tennis Courts are due to reopen 1<sup>st</sup> April, when will the issues be discussed and could this be given urgent attention.

A member of the public raised the speed awareness scheme and asked if the council had applied for funding. The CEO advised that the council has its own system to use and that Highways are very unlikely to pass a 20mph scheme at River Green. Also asking at what stage the Neighbourhood Plan was at and the situation with the trees at River Green. The CEO responded to both points raised.

Father James has met with the CEO since the last meeting and he updated members on Parish events. The Spring Fair is at the St Andrews Centre on 16<sup>th</sup> March and a number of things happening during Lent and Easter Services will be publicised. As Chair of the 150<sup>th</sup> Anniversary Commemoration Working Party, he would commend the application for funding. Father James also wished Sarah Headland well for the future.

A member of the public asked if there was any update on The Buck, which there isn't.

### **6 Play Area for Fitzmaurice Park**

The CEO updated members and provided pictures on the proposal so far, for the rejuvenation of the play area. Cllr Bowe has kindly given his grant towards the provision of some accessible equipment. Cllr Snelling, asked for consideration on the position of equipment to allow for the difference in age groups of the users, which was supported by other councillors. Retention of original equipment will hinder this, but appropriate layout for ages will definitely be considered. Cllr Berry asked if refreshment provision had been considered, like at the Morse. Members had concerns that this may not be practical and could take business away from the Morse.

### **7 Finance**

7.1 Payments List – report attached and noted.

7.2 Bank Reconciliation Statement – approved and signed as a true record

7.3 Appointment of Internal Auditor -

It was **RESOLVED** to reappoint Roger Canwell by a unanimous show of hands.

### **8 Correspondence**

a) **Hillcrest Avenue/Gordon Avenue T junction**

b) **Yellow Lines at Thorpe Hall Close**

Cllr Emsell has volunteered to have a look and canvass the above to find out the scale and support of the issues and report back.

c) **Maintenance by Ocubis - noted**

### **9 Thorpe Business Forum**

The Council **RESOLVED** to defer this item to the April meeting to allow the CEO additional time to add to the proposal.

## 10 Public Load Board Application – LED streetlight loan

It was **RESOLVED** by a unanimous show of hands, to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £85000 over the borrowing term of 10 years for the Replacement of all Thorpe St Andrew Streetlights to LED. The annual loan repayments will be around £12500.

## 11 Event Updates

The CEO gave a brief update on the 2024 events. The first Community Booksale will be on 16 March, councillor donations of cakes, pastries and sausage rolls would be welcomed.

Great Thorpe Railway Disaster 150 Group – the council is requested to consider an appeal for a contribution to funds to help purchase a plaque to commemorate the Thorpe Railway Disaster. Pledges are coming in and Cllr Bailey has donated her grant.

Cllr Bailey said the whole weekend will be lovely, guided walks, a talk and a service as well as the purchase of a commemoration plaque to be sited in the church. It will be a community event, possibly bringing in people from outside of Thorpe St Andrew. Cllr Emsell suggested funds could be taken from the events budget.

It was proposed by Cllr Emsell, seconded by Cllr Ward, with ten in favour, two against and two abstentions, it was **RESOLVED** to pledge up to a maximum of £1000 to support the fund.

It was proposed by Cllr Friend, seconded by Cllr Snelling and with a unanimous show of hands, **RESOLVED** to donate £500 immediately.

## 12 Exclusion of Press and Public – All members of the public left the building.

## 13 River Green Lease matters.

Thomas Foreman is no longer able to assist with this project. There was lengthy discussion as to the pro's and cons of proceeding with the running and management of the lease.

Cllr Bailey has been working with the Housing Community panel at BDC and as result there has been a change to the constitution, which has gone through democratic services. Which will allow boat inspections and enforcement for damp/mould and Carbon monoxide. Cllr Ward raised strong objections. Cllr Berry was concerned about the costs as well as the pressure attributed to staff. It was agreed that the CEO and team should not find themselves liable for the running of this company. The CEO did not want to be involved in the operation once the company had been formed. Cllr Friend made the suggestion that the company could be set up, with further discussion to happen in the future as to how this was then taken forward.

It was proposed by Cllr Friend, seconded by Cllr Court and with ten in favour, two against and two abstentions, it was **RESOLVED** to contact Birketts and set up a limited company.

**Future Agenda Items - Finance and Staffing Committee adding another member**

**Meeting Closed at 9.09pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_