

**Thorpe St Andrew Town Council
Minutes of the Town Council meeting
held on 2 October 2023 at 7:30pm**

1 PRESENT:

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

APOLOGIES: Mr D Buck and Ms J Bailey

IN ATTENDANCE: Mrs M Barron (CEO), Mrs R McCarthy (OM/RFO), Mrs D Wheatley (Administration and Communications Officer), Mr J Calver (Parks and Estates Manager), Mrs L Weston (Administration and Committee Officer) and 10 members of the public.

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2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Snelling and Cllr Bowe declared an interest in matters relating to item 6a on the agenda.

3 TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11 SEPTEMBER 2023.

The minutes of the meeting held on 11 September 2023 were signed and approved as a true record.

4 ANNOUNCEMENTS (For information only)

(i) The Town Mayor – Feedback and comments received on the Neighbourhood Plan, the Town Clerk will cover this item. Cllr Wiseman raised an issue with maintenance of the footbridge over the railway, enquiries ongoing with Network Rail and County Council, will come back to Council when there is something tangible to report from those agencies. Spoke to CEO about improvements to the play equipment at Fitzmaurice Park, items for change and this will also come back to Council. Very pleased to attend the Battle of Britain flag raising at the parish church recently. Weekly meetings ongoing with the CEO as normal.

(ii) The CEO - all consultation docs back regarding the Neighbourhood Plan, a meeting will take place in the next couple of weeks and it will come back to the committee. The negative feedback from Norfolk County Council was read out to Members, in response to public participation at the last Town Council meeting, regarding traffic control on South Avenue and speeding on Yarmouth Road. The OM/RFO - the RFO and Parks and Estates Manager recently attended a conference on Anti Terrorism, very interesting and relevant for dealing with large public events,

attention was given to Martin's Law. Also attended a virtual conference related to allotment management. After a recommendation from the Allotment Society, with immediate effect, the Town Council will no longer treat rats, as they are a natural phenomenon and wasp problems will fall to the Tennant to deal with.

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 – No report

5.2 County and District Councillors - Members noted the report from Cllr Ward.

Cllr Berry, following an unpleasant incident on the crossing at the junction of Spinny Road/Thunder Lane, police were aware, improvement and speed awareness is required. Also, a visit to the Heartsease roundabout site, although some problems have been identified, it appears to be on schedule. Finally, a planning appeal considered a few months ago for a new property on Thorpe Road has been rejected.

Cllr Emsell gave an update on completed Broadland District Council projects including the move to the new Horizon building, Broadland Food Innovation Centre. Also, a motion to support improvements to the A47 was voted against. Cllr Emsell will continue to report back on decisions that impact residents.

Cllr Eden added that the A47 motion didn't say anything new but they're still fully committed.

5.3 Members of the public – One member of the public raised the maintenance of the footbridge over the railway line and the underground pipe at River Green. The CEO responded to both items which are in hand.

A member of public wished to bring the maintenance of the Morse Tennis Courts to the Council's attention, highlighting particular concerns. The CEO responded to the concerns.

Father James mentioned the Harvest Festival taking place Sunday 8 October at the church and also the importance of improving and preserving the footbridge over the railway, welcoming the Council's support in this matter.

A member of public spoke of his concerns about the brief agenda, the negligence of the Town Clerk and RFO in preparation of the agenda and the 11 September, with particular reference to the Neighbourhood Plan 2018-2038. Also, mentioning missing agenda items for finance and dismay that financial information had not been circulated in advance of the meeting. Agenda items do not clearly indicate what is to be discussed and the website is not up to date or does it provide a list of meeting dates. The CEO responded to the Neighbourhood Plan item and the RFO responded to the financial points raised. The Town Mayor confirmed that all substantive issues would be dealt with.

6 EVENTS UPDATE

- a) Remembrance – Norfolk County Council has refused the road closure request for Remembrance, due to the Heartsease roundabout road closures. A strong appeal has been sent and every endeavour will be made to try to push this through. Behind the scenes everything else is in place and ready to go.
- b) Fireworks – went live on 1 October, in 24 hours, 418 general admission tickets sold and 23 tickets to under 3's. Responses still required from 8 Councillors to confirm availability to volunteer, currently there are 9 Councillors, 10 staff and 2 public volunteers
- a) Christmas – the Town Council currently has 23 craft stalls booked and paid for, one has asked for a refund. The Church event will require 7 Councillors to support the Christmas light switch on at that event.

Cllr Ward proposed to refund the stall holder, seconded by Cllr Fisher, motion agreed with a show of hands, with two against.

7 FINANCE

- (i) Payments List – report tabled and noted, the RFO answered a question from Cllr Ward regarding the Legal Charges.
- (i) Bank Reconciliation Statement – report tabled and noted

8 DRAFT MINUTES OF THE PLANNING AND ENVIRONMENT COMMITTEE

The draft minutes of the Planning and Environment Committee meeting held on 18 September 2023 were noted.

9 DRAFT MINUTES OF THE FINANCE AND STAFFING COMMITTEE

The draft minutes of the Finance and Staffing Committee meeting held on 25 September 2023 were noted. Cllr Snelling questioned the procedure for presenting the financial information at the Town Council meeting, proposing it is scrutinised by F&S before going to Town Council. A motion and agreement by the Council would be required to make this change, the Town Mayor asked that it be explored outside the meeting and taken to the next Town Council meeting.

10. MORSE REGENERATION PROJECT – for consideration

The CEO outlined the plans, although old, the concept is good, but more could be done to make best use of the space and benefit the community. Many councillors contributed to the discussion and the CEO asked the Council to decide on the way forward.

Cllr Fisher proposed that the Council Officers investigate proposals for the Morse Site, seconded by Cllr Emsell and a show of hands with one against,

11 DISTRIBUTION OF MEETING PAPERS

The RFO asked the Councillors to contact the office and confirm if they would like hard copies of the meeting papers, prepared and distributed at the meeting. Cllr Snelling asked for all documents to be PDF format.

FURTHER AGENDA ITEMS (Not for Discussion) - None

Meeting closed at 8.26pm

Chairman _____

Date _____