

**Thorpe St Andrew Town Council**  
**Minutes of the Town Council meeting**  
**held on 4 December 2023 at 7:30pm**

**1 Present:**

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

**Apologies:** Mrs L Skinner and Ms M Friend

**In attendance:** Mrs M Barron, (CEO), Mrs R McCarthy (RFO/OM) Mr J Calver (Parks and Estates Manager), Mrs L Weston (Administration and Committee Officer) and 7 members of the public.

**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 6 November 2023.**

The minutes of the meeting held on 6 November 2023 were signed and approved as a true record.

**4 Announcements (For information only)**

**4.1** The Town Mayor and Cllr Snelling attended the Christmas Tree Fayre event at the Church on Sunday, on behalf of the British Legion and Models for Heros. The Town Mayor also attended the Christmas Fayre event at Fitzmaurice Park on Saturday and wished to thank everyone that attended and all Councillors that volunteered. With special thanks to all staff for their efforts in making it a wonderfully successful event.

**4.2** The Town Clerk also mentioned the events at the weekend and how delighted the Council was to have a tree in the tree festival at the church. Congratulations to the church on a successful event. A huge thank you also to the team for Saturday's Christmas Fayre and thanks to all Councillors and volunteers who supported the event, on such a bitterly cold day. The shining star of the event was the Light Trail, which was a huge success. A particular thank you to Jason Calver for securing a £35,000 grant to subsidise the pitch maintenance fees at the Morse. Also, for securing a £1500 grant to do the Whacky Woodland scheme, planting trees at the Fitzmaurice Park.

**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 reports from Cllr Ward. Cllr Berry sat on the Overview and Scrutiny Committee last month at BDC and will also be sitting on the Electoral Arrangements Committee to discuss the relocation of a Thorpe polling station.

**5.3 Members of the public –**

A member of the public had a question on agenda item 14.

A representative of Thorpe History Group wished to know if there was an update from Network Rail regarding the footbridge. Also offering their support to work with the council to tackle this issue. Another member of the public also added that Paul Green a train driver, was in London trying to secure funds.

A member of the public reported that she would email the Council in future, prior to meetings, in respect to tennis maintenance points raised at previous meetings. It will also include some ideas for Fireworks evening.

A member of the public raised a health and safety concern regarding the barriers placed around the memorial on remembrance Sunday and asked if they could be placed later in the day, when the road is closed.

A member of the public shared some ideas to improve shade in the summer at Thorpe Rec, by growing and not cutting back the two Elders that remain. Also, to provide two benches in the shadow of these trees, which the Friends of Thorpe St Andrew Parks would be willing to contribute towards.

## **6 Events Update**

- (a) Remembrance – Cllr Snelling summarised the changes made to the format of the parade this year. He also gave his apologies to members of the public regarding the filming of the event, which organisers were not aware of. The event was well attended and the new format worked well. The poppy appeal at Sainsbury is currently at £17,500, which is a great achievement. Cllr Berry commended the hardwork of the team at British Legion for an event well organised.
- (b) Christmas - Cllr Emsell was extremely impressed with the event, which was a great success, with scope to make it bigger next year. Cllr Eden asked whether financial information was available.

## **7 Finance**

**7.1** Payments List – report attached and noted.

**7.2** Bank Reconciliation Statement – no report, item deferred to the next meeting.

**7.3** Budget for 2024-2025 - report attached. Finance and Staffing Committee agreed budget report presented to Council. The new 24/25 Tax Base figure has not been received, to enable confirmation of the percentage increase per household.

Cllr Bowe made a proposal to defer a decision until the Tax Base figure is received, seconded by Cllr Fisher and agreed by a unanimous show of hands.

## **8 Winter Pressures Grant - for consideration and resolution**

After discussion and consideration, the members asked the CEO to take this forward to other established groups for consideration.

## **9 Correspondence from Ocubis - for consideration and resolution**

The members considered whether the Council would like to make an expression of interest in the long-term custodianship of the Grade II Listed Thorpe Tower and SAM IN station.

It was proposed by Cllr Fisher, seconded by Cllr Wiseman and with a show of hands and all in favour **RESOLVED** to register an interest in the long-term custodianship.

**10 Update of Grounds Equipment – for consideration and resolution**

Jason Calver gave an overview of the papers attached for consideration by members.

It was proposed by Cllr Emsell, seconded by Cllr Fisher and with a show of hands and all in favour **RESOLVED** to accept the Ferris quotation for the ride on and stand on mowers and also to explore further the trade in for the Avant.

**11 Agenda items requested by Councillors – for consideration and resolution**

(i) Cllr Bailey asked members to consider replacing the broken fitness equipment at the Thorpe recreation ground and in doing so to provide an inclusive piece of equipment. In the interim, Cllr Eden suggested placing a warning notice to alert users.

It was proposed by Cllr Snelling and seconded by Cllr Buck, with a show of hands and all in favour **RESOLVED** to remove the broken pieces of fitness equipment and provide signage to inform the public.

(ii) Cllr Bailey also presented a potential planting project to the members, to provide much needed shade and seating at the recreation ground. Exploring the possibility of running a sponsorship scheme which would also support with the watering. Cllr Bailey will work on a theoretical exploration of an idea, to bring a proposal to council next year.

**12 Update on the land adjacent to the Rushcutters – for information**

Nothing to report at present, as no response received. The CEO will continue with enquiries and update members accordingly.

**13 Exclusion of press and public – to consider a motion to exclude press and public under the public bodies admissions to meetings Act 1960.**

All members of the public left the meeting.

**14 To discuss the options for the setting up of a limited company - for consideration and resolution**

The CEO asked members to clarify the position of the Council to set up a limited company and the purpose of the company.

Considerable discussion and debate followed and concluded with a proposal to move the item forward.

It was proposed by Cllr Buck and seconded by Cllr Eden, with a show of hands and all in favour **RESOLVED** to provide three options to Council at the next meeting to consider.

**Future Agenda Items - None**

**Meeting Closed at 9.20pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_