

**Thorpe St Andrew Town Council**  
**Minutes of the Town Council meeting**  
**held on 1 July 2024 at 7:30pm**

**1 Present:**

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

**Apologies:** Mr T Garner, Mrs L Skinner and Mr C Eden

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

**2 Declarations of interest in items on the agenda – None declared.**

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

The minutes of the meeting held on 3 June 2024 were signed and approved as a true record.

**4 Announcements**

**4.1** The Town Mayor attended the flag raising at the church for Armed Forces Day, which went well. Father James has also invited the Town Mayor to attend a church service on 15<sup>th</sup> September which commemorates both the Railway Disaster and the Battle of Britain week. Routine meetings with the CEO and Operations Manager continue as normal.

**4.2** The Town Clerk was unable to attend the police priority setting meeting but will be at the next meeting and would encourage councillors to attend too, if possible, as it's a good opportunity to have a one to one with the police.

The grass verges, for the whole of Thorpe (weather permitting), are a priority this week. Staffing issues remain but vacancies readvertised, and two more interviews actioned. Cllr Emsell raised the issue of residents' confusion, caused by the different roles and responsibilities in Thorpe by the 3 councils, County, District and Town. Cllr Emsell asked whether this could be improved by the Town Council taking on the responsibility of the Thorpe footpaths from County. The CEO thought it a good idea, depending on the type of Service Level Agreement that could be agreed, and will take it forward. Cllr Emsell is also leading a team of volunteers, under his supervision, to clear some paths as part of a community gardening project, similar set up to the litter picking volunteers.

**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 but Cllr Ward was at the Police Priority meeting and conveyed that the latest priorities were road safety and anti-social behaviour.

**5.2 County and District Councillors** – Report from Cllr Ward noted. Cllr Bailey reported that BDC has carried out several boat checks at Thorpe Island. Several electrical safety certificates were not evident; however, owners have been given a set period to provide the certification. Cllr Berry informed members of a planning appeal, for 2 dwellings, which has been dismissed.

**5.3 Members of the public** - None.

## 6 Town Maps – for consideration

The CEO informed members that there are no producers left in the country who can provide these tourist maps, as they're no longer in demand. Cllr Friend mentioned the producer of the 'Thorpe Directory', which may be a possibility and includes a medium for distribution.

**Action** - the CEO will investigate further.

## 7 Finance

7.1 Payments List – attached VR No's 188-268 noted.

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

## 8 Updates on Projects – for resolution where required.

a) **Play Area** - The play area is imminent; the fence is down, slight delay on supply but hopeful to be in place by the summer holidays.

b) **Morse Redevelopment** – The Town Council has been fortunate to receive a £25,000 grant from BDC for improvement of a community space.

**Action** - the CEO will provide quotes at the next Town Council meeting.

c) **River Green Company** – An agreement has been made with a consultant to support the Town Council with the initial setup of the Limited Company for 4 weeks, and then further support for 12 weeks at approximately 8 hours per week. A meeting will hopefully take place next week with Birketts, the CEO and the Consultant.

d) **Workshop** – A workshop has been chosen, a payment of £75 will be paid to BDC to confirm planning permission is not required.

e) **Streetlight Project** – The project is ongoing, some clarification is required with the Loan Board, as the figures are consistently changing, which is due to replacement of breakages.

## 9 Events

a) **VE Day** – The CEO shared by email today the Government's official outline for VE Day and asked councillors for ideas, following the success of the type of event for D Day 80 this year. The consensus was to keep the formality and follow the official outline but to confer with officers which of the 3 dates, VE Day May, Armed Forces Day June or VJ Day in August, would be the best date to hold a larger event.

Cllr Bailey raised the subject of volunteers, lots of enthusiasm for the events but more volunteer support is needed.

It was proposed by Cllr Fisher, seconded by Cllr Buck and with a unanimous show of hands it was **RESOLVED** to have a beacon lighting on VJ Day in August.

b) **Midsummer Music and Fireworks** – Ticket sales were slow when first on sale but hopeful that more will be sold in the final few days. Volunteers are required, for a couple of hours at a time or more if possible and family welcome to support too, please contact Debbie.

## 10 Correspondence

a) **Reports of dangerous parking from a resident** – attached noted by councillors.

Cllr Ward asked that correspondence should have the address checked, to ensure they are Thorpe residents before responding to any correspondence.

Cllr Buck asked if personal information on correspondence could be redacted digitally in future.

**Action** - Cllr Fisher asked the CEO to check the address of the complainant and respond copying in Cllr Fisher.

## 11 Whitlingham Ferry – for discussion

The CEO and some councillors met with the ferry and cafe owner to look at the land being offered for community use. Although no official approach for funds has been received, it was felt that it could be. The CEO couldn't be sure it was safe or if correct planning is in place. There has been no planning application though the council and differing versions of events being relayed to different people.

It was proposed by Cllr Fisher, seconded by Cllr Snelling and with a unanimous show of hands it is **RESOLVED** to investigate further with BDC and the Broads Authority.

**Action** – CEO to investigate further with BDC and BA.

## **12 Future Agenda Items – None**

Cllr Fisher wished to explain the forthcoming Planning Committee meetings for July/Aug. Following the arranged meeting with Ocubis on 22<sup>nd</sup> July at 5.30pm, all councillors are welcome to stay for the Planning Committee meeting at 7pm, although only the planning committee members are allowed to vote on the applications. The prearranged meeting on the 8 July will not take place, the July applications and any others received in time will be decided at the July 22<sup>nd</sup> meeting. There will not be a planning meeting in August.

**Meeting Closed at 8:30pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_