

# DEREHAM TOWN COUNCIL

11<sup>th</sup> July 2023

At a meeting of the **Full Council** held on **Tuesday 11<sup>th</sup> July 2023** in the Memorial Hall at **7.30pm**.

**Present:** Councillors L Monument (Vice Chairman), H Clarke, C Coleman, K Cogman, P Duigan, S Green and R O'Callaghan.

Also in attendance: Town Clerk T Needham, Deputy Town Clerk J Barron and District Councillor A Webb.

29. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Brooks, A Green and H King.

30. **Declaration of Interest.**

There were no declarations of interest.

*The meeting was adjourned*

District Councillor A Webb told the meeting that she had attended the Armed Forces Covenant Board event which had been held at the Memorial Hall which had been a great success and the venue was perfect for such an event.

Councillor A Webb asked if it would be possible to put a feedback form on the Town Council website and maybe a list of the responsibilities of other councils.

Councillor H Clarke advised County Councillor P Duigan that the residents of Carlton Close had raised there concerned about the grass in that area which has not been mowed since last August.

County Councillor P Duigan replied saying that the grass should be cut at least two or three time a year and he would look into it.

*The meeting resumed*

31. **To receive announcements.**

The Deputy Mayor, Councillor L Monument, announced that the Mayor, Councillor H King had attended the following events:

16 <sup>th</sup> June	-	Blues Festival Promotion – Tesco
22 <sup>nd</sup> June	-	Northgate Orchard & Tree Nursery Opening
23 <sup>rd</sup> June	-	Breckland Flag Raising – Armed Forces Day
5 <sup>th</sup> July	-	Meeting Point – Teddy Bear Competition

The Deputy Mayor, Councillor L Monument, announced that the she and the Mayor, Councillor H King had attended the following events:

23 <sup>rd</sup> June	-	Prince's Trust Handover Event Sanford House
24 <sup>th</sup> June	-	Rt Revd. Graham Paella & Fizz Evening
25 <sup>th</sup> June	-	Dunkirk Veterans Service

- 26th June - Oak Manor Open Day
- 28th June - National Institute of Performing Arts Showcase
- 29th June - Norfolk Show – East Anglian Reserve Forces & Cadet Assoc

32. To receive from the Chairman, confirm as correct and sign the minutes of the **Full Council meeting** held on **Tuesday 13<sup>th</sup> June 2023**.

Proposed by Councillor L Monument, the minutes of the Full Council meeting held on Tuesday 13<sup>th</sup> June 2023 were agreed and signed.

33. **Heritage & Open Spaces**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Heritage & Open Space Committee meeting** held on **27<sup>th</sup> June 2023**.

Proposed by Councillor P Duigan, the minutes of the Heritage & Open Spaces Committee meeting held on Tuesday 27<sup>th</sup> June 2023 were agreed and signed.

- b) To discuss any matters arising and vote on any recommendations listed below.

The following recommendations were agreed and approved by the council:

**To Consider a request from about Dereham to agree wording on Brown Tourist signs.**

An application be made for each potential venue/attraction in order to understand which might be eligible for inclusion on a brown sign. Mike Webb would complete each application; Town Clerk would approve before the applications are sent off.

**To consider legal action against Norfolk County Council over continued obstruction of RB3 and other public Rights of Way.**

A letter be prepared by the Town Council's solicitor making the case as to why the Council should act. The letter to be sent to Norfolk County Council.

**To discuss transfer of the Neatherd Management responsibilities from Breckland Council to Dereham Town Council.**

The Town Council accept a reduction in the lump sum from Breckland Council of £5000 to leave the responsibility for emptying bins on the Neatherd with Breckland Council.

34. **Recreation**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Recreation Committee meeting** held on **27<sup>th</sup> June 2023**.

Proposed by Councillor L Monument, the minutes of the Recreation Committee meeting held on Tuesday 27<sup>th</sup> June 2023 were agreed and signed.

Councillor K Cogman joined the meeting

b) To discuss any matters arising and vote on any recommendations listed below.

The following recommendations were agreed and approved by the council:

**To review Council Policy to adopt outdoor playing spaces and amenity spaces from developers.**

The Council Policy to adopt outdoor playing spaces and amenity spaces from developers becomes a permanent policy, or until such time as a review is felt beneficial.

**To consider an application from an allotment tenant to run a nature based and family gardening groups on their allotment plot at the Cemetery Road allotment site, and to expand into an unused area of the allotment site for this purpose.**

The allotment tenant be allowed to run a nature based and family gardening groups on their allotment plot at the Cemetery Road allotment site, and to expand into an unused area of the allotment site for this purpose. A criteria must be set out which must include that grass on the plot may be cut to allow cars to park, but not surfaced and there should be no more than four cars on the plot at any time. The boundary of the plots in question should be clearly marked out on a plan, the activity should be non-commercial, with the agreement reviewed after 12 months.

**To consider restarting work on identifying additional open space for sport and play in the south of Dereham.**

Work should be restarted on identifying open space for sports and play in the south of Dereham. The Clerk to engage NPlaw to produce a plan for Councillors to consider at a future meeting.

**Update on the transfer of play areas from Breckland Council to Dereham Town Council.**

The Town Council proposes a covenant which compels Dereham Town Council to registering the land with Fields in Trust upon transfer, thus protecting them as Open Spaces for future generations.

**To consider tenders for the Play areas in the North of Dereham.**

Kompan be the preferred contractors for the play areas in the North of Dereham.

Consideration should be given to Sandy Lane play area being given a bit more of a wow factor and include equipment for older children.

The project be extended to include the Westfield Road playing field which would look at replacing the existing play equipment with equipment tilted in favor of junior school age and swings to be added to Lineside play area. This would be funded by bringing two years of play replacement funding forward.

The £50,000 that had been allocated to the Quebec Road pedestrian crossing which is now being funded 100% by Norfolk County Council now be allocated to new play equipment.

34. To receive from the Chairman, confirm as correct and sign the minutes of the **Planning meetings** held on **Tuesday 13<sup>th</sup> June 2023** and **Tuesday 27<sup>th</sup> June 2023**.

Proposed by Councillor L Monument, the minutes of the Planning meetings held on Tuesday 13<sup>th</sup> June 2023 and Tuesday 27<sup>th</sup> June 2023 were agreed and signed subject to a minor amendment to the minutes on Tuesday 27<sup>th</sup> June 2023.

35. To receive and adopt the list of accounts paid, the Financial Statement and list of accounts to be paid.

Proposed by Councillor L Monument, the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed.

36. **To receive any updates/reports from County Councillors:**

**From County Councillor Duigan – Update on London Road Children’s Centre** (Cllr Clarke & Cllr Greenwood).

Councillor P Duigan advised the meeting that the County Council had looked at various options for the building but it was looking like the building would possibly now be classed as surplus.

Councillor H Clarke said that concerns have been raised about the state of the building and how over grown the grounds were.

Councillor K Cogman asked what is the process of maintenance to a building while it is not in use?

The Town Clerk, Tony Needham said that there were a number of groups/organisations looking for space and could the County Council make people aware of its intentions so that community groups can have a fair go acquiring the building if they wished.

**From County Councillor Duigan – Update organising an NCC officer to come to a meeting and talk about congestion at Tavern Lane and Westfield Lane Railway Bridge** (Cllr Greenwood).

Councillor Duigan said that he was waiting to hear back from Matt Tracey at NCC hopefully with a date for a meeting or failing that a Teams briefing.

**From County Councillor Duigan – Update on the Flooding in Toftwood on the 9<sup>th</sup> May (including the Moorgate underpass)** (Cllrs Cogman, O’Callaghan, Greenwood).

Councillor P Duigan said that the flooding that occurred on the 9<sup>th</sup> May did not enter any residencies in the area, if it did then none had been reported. He also said that the main scheme should be going forward soon.

Councillor R O’Callaghan raised concerns about the flooding of the underpass, saying that when the underpass is flooded it causes children to cross the A47 as very few children opt to take the long way round.

Councillor P Duigan said that all concerns should be put in writing to NCC.

District Councillor A Webb left the meeting.

**37. To comment on the LCWIP Consultation.**

It was noted that all the cycle routes lead to the centre of town but there is no direct route from Toftwood to the Neatherd or the countryside park, or from Sandy Lane to the Town Centre

The Town Clerk advised that any further comments should reach him before the closing date 13<sup>th</sup> July 2023.

**38. To agree Communications Working Group Terms of Reference.**

The Communications Working Group Terms of Reference were agreed. The working Group will consist of five councillors, names to be confirmed at a later date.
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**39. Survey of Breckland Car parks** (Cllr H Clarke)

[26/06/2023: Council to take a fresh look at how car parks can best support local towns - Breckland Council](#)

To note that Breckland are surveying car park usage in 3 of the Public Car Parks in Dereham, and to Request that the relevant officers / Cllr leads at Breckland inform DTC, and engage with DTC on the data results and interpretation and any conclusions- especially as these may affect Breckland owned land which may be needed as part of the Dereham Towns delivery Plan Commissioned by Breckland.

Councillors agreed that Breckland council should keep the Town Council informed on the data results.

**40. Disposal of Small sites in Breckland.** (Cllr H Clarke)

The updated Breckland Bridge business plan includes all the sites that DTC had applied to be registered as public open spaces under the local plan process, last year, and the list has now expanded. There is no clear methodology, or timescale or criteria around what might constitute "community value ", or what weight will be given to resident’s views or their representatives, nor any link to the Local Plan The sites listed include those potentially conflicting with agreed aspirations of DTC.

It was agreed that the Town Council continues the stance it has taken in the past of protecting open spaces with play or amenity value and the Town Clerk write to Breckland Council setting out the deficit in public open spaces as shown by Breckland Council's own assessment.

**Chairman**