

DEREHAM TOWN COUNCIL

11th March 2025

At a meeting of the **Full Council** held on **Tuesday 11th March 2025** in the Memorial Hall at **7.30pm**.

Present: Councillors L Monument (Chairman), H Clarke, C Coleman, P Duigan, Z Flint, A Greenwood and H King.

Also in attendance: T Needham (Town Clerk) and G Snow (Town Council Officer)

107. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Brooks, S Green, P Morton and R O'Callaghan.

108. **Declaration of Interest.**

There were no declarations of interest.

109. **To receive announcements.**

The Mayor, Councillor L Monument, announced that she had attended the following event:

14th February – The Range store opening with Cllr R O'Callaghan

Town Clerk, T Needham, announced that he had attended a viewing of the old Sure Start Centre on London Road, along with local organisations, and passes on his thanks to Norfolk County Council for allowing these organisations to visit and assess if the building could be of use to them in the future.

110. To receive from the Chairman, confirm as correct and sign the minutes of the **Full Council meeting** held on **Tuesday 11th February 2025**.

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| Proposed by Councillor L Monument, the minutes of the Full Council meeting held on Tuesday 11 th February 2025 were agreed and signed. |
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T Needham consulted with Councillors for approval of a £500 grant for the Royal British Legion towards an event around the lighting of the beacon for the VE Day 80th anniversary. Councillors were happy for the Clerk to authorise this.

Councillor H King added that the Royal British Legion were planning on making it an event, with stalls and an advertising opportunity for local organisations.

111. **Heritage & Open Spaces**

a) To receive from the Chairman, confirm as correct and sign the minutes of the **Heritage & Open Spaces Committee meeting** held on **25th February 2025**.

Proposed by Councillor P Duigan, the minutes of the Heritage & Open Spaces Committee meeting held on Tuesday 25th February 2025 were agreed and signed.

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

There were no recommendations.

Councillor P Duigan enquired if there were any updates on repairs to Cherry Lane, which has recently been refurbished, however some damage is already appearing.

T Needham, advised that patch repairs on the newly formed potholes on Cherry Lane are due to commence next week.

112. **Recreation**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Recreation Committee meeting held on 25th February 2025.**

Proposed by Councillor Z Flint, the minutes of the Recreation Committee meeting held on Tuesday 25th February 2025 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 progressing the resurfacing of the path at Recreation Ground.

The Council agreed that the resurfacing of the path at the Recreation Ground is of such urgency that it be carried out this summer, ideally before the school summer holidays.

The Council agreed that coloured stone be incorporated into the surface layer so that the surface is not a uniform solid black, and that timber edging is used as this provides a neat edge and enables the tarmac to be rolled nearer to the edge and provides a more robust finish.

113. **Finance & Governance**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Finance & Governance Committee meeting held on 4th March 2025.**

Proposed by Councillor L Monument, the minutes of the Finance & Governance Committee meeting held on Tuesday 4th March 2025 were agreed and signed.

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

To consider Grant Applications

The Following Grants were approved.

| Organisation | Amount Agreed | Reason for Grant | Comment |
|--|---------------|--|--|
| Norfolk Citizens Advice | £4500 | To continue to deliver generalist and specialist (crisis, debt, energy) advice to Dereham, and retain Dereham as a volunteer base. | CAB to be made aware that for next year the Council would like to have more information relating to grants CAB receive from parish councils within their catchment, a breakdown of service users by parish and the types of support requested. |
| Dereham/Toftwood 2 nd Scout Group | £1000 | To replace old tables that are falling apart. | |
| Dereham Theatre Company | £1000 | To fund new individual microphones for upcoming production. | |
| Dereham Band | £500 | Sponsorship for Summer Sunday afternoon concerts in the Ellenor Fenn garden | Cllrs requested to know how many concerts would take place and why the QM Garden is unsuitable. |

To review Insurance Schedule.

The Council agreed that the premium be reduced by removing high value very low risk items from the insurance schedule and to sign an agreement for 3 years.

To consider whether to begin discussions which could lead to Dereham Town Council taking over responsibility for Car Parking from Breckland Council.

The Council agreed that the Clerk make representation to Breckland Council with a view to taking over the car parking in Dereham. The Town Council would make a decision once heads of terms were known, and once the Clerk had conducted further research on how they could operate, along with

the financial and operational risks associated with taking over this service.

To consider a policy relating to highways matters being passed down to Town Council

The Council agreed that where members of the public are directed to the Town Council on matters relating to Highways by Norfolk County Council, that the request be passed onto the appropriate County Councillor to deal with as they think fit.

To propose that the Council produces an Annual Report toward the end of the financial year which may then be uploaded to the website along with the year-end accounts. This gives parishioners a chance to understand better the many projects that the council undertakes for our community. (Cllr Coleman)

The Council agreed that the Council produces a report containing a summary of the Council's achievements for the year, the Mayor's address/summary of the year, a financial summary and list of grants made. The report would be prepared for the Annual Parish meeting and used for other events/meetings and online to share our work over the previous year.

114. 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. A possible error was highlighted with the figures on the E.ON billing. This will be looked into and Councillors updated.

Councillor H King queried £50 paid to an undertaker, and what this would be for.

T Needham said he would look into this and feed back.

Councillor H Clarke queried if the amount paid for window cleaning is just for a single clean.

T Needham said he would look into this and feed back.

Councillor A Greenwood identified that there may be an error with figures on the E.ON billing, with the total not adding up.

T Needham said he would look into this and feed back.

115. To receive any updates/reports from members of the Council who are County or District Councillors.

District Councillor H Clarke informed Councillors that there has been a 45% increase in the number of dwellings that Breckland District Council will be required to produce. At a Cabinet Meeting due to take place on 24th March 2025, it is expected that there will be a 'call for sites' consultation announced. Breckland Council will then liaise with Parish & Town Councils to look at potential strategic sites.

Councillor H Clarke commented on his previous campaign for a pedestrian crossing at Northgate School on the B1146. Although not within his District ward, he has been consulting with a Norfolk County Councillor regarding the removal of the 'hump' as well as the error in the positioning of the crossing, and whether, even if it was in the correct location, as a safety feature, if this crossing would actually be safe.

Councillor H Clarke informed Councillors that there has been some heavy digging equipment seen in the area around the lagoon on South Green and that he is looking into who is carrying out these works. He plans to visit once the area has been made safe. As part of the master plan to improve flooding in the area, it is of interest to him. It looks as though a start has been made.

County Councillor P Duigan announced that there will be a hazardous waste collection at the recycling centre on 11th & 12th April 2025.

Councillor P Duigan also announced that on 12th March, Norfolk County Council will be discussing the proposal for a Unitary Authority at their Scrutiny meeting.

Chairman