

DEREHAM TOWN COUNCIL

12th March 2019

At a meeting of the **Full Council** held on **Tuesday 12th March 2019** in the Assembly Rooms at **7.30pm**.

Present: Councillors H Bushell (Chairman), A Bowyer, H Clarke, P Duigan, L Goreham, S Green, L Monument and P Morton.

Also in attendance: Town Clerk Tony Needham, Deputy Town Clerk Jillian Barron, Town Council Officer Julie Mason, County & District Councillor W Richmond and District Councillor A Webb.

124. **To receive any World War One centenary commemorations.**

There were no World War One centenary commemorations.

125. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Brooks, R Hambidge, K Millbank and T Monument.

126. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned

County and District Councillor W Richmond advised the meeting that the applications to the Parish Partnership for work at Neatherd Pond, new signage and flashing road signs for Quebec Road had all been approved.

Councillor Richmond said that he and the Town Clerk would be meeting with Norfolk County Councils Highway Engineer, John Cotton on Wednesday 13th March to discuss highways issues.

The meeting resumed

127. **To receive announcements.**

The Mayor, Councillor H Bushell announced that she had attended the following events:

6th February 2019 - Guides Trefoil Service at St Nicholas Church
26th February 2019 - Forget Me Not Meeting
26th February 2019 - Meeting with Dereham Police.

128. To receive, confirm as correct and sign the minutes of the **Full Council** meeting held on **Tuesday 12th February 2019**.

Proposed by Councillor H Bushell, seconded by Councillor A Bowyer, the minutes of the Full Council meeting Tuesday 12th February 2019 were agreed and signed.

129. **Finance & Governance Committee.**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 5th March 2019.

Proposed by Councillor H Bushell, seconded by Councillor L Monument the minutes of the Finance & Governance Committee meeting were agreed and signed.

(b) To receive a report from the Chairman, discuss any matters arising therefrom and vote on recommendations.

The following recommendations were approved and agreed by the council.

To consider Grant Applications.

Organisation	Amount	Purpose	Comment
Dereham's Men's Shed	£1,250	Contribution to set up costs	The Mayor be invited to present the cheque, is photographed and a press release is issued to raise the profile of the group.
CHIPS	£1,300	Running costs of summer activity scheme	

To consider Application for the WW1 grants.

Organisation	Amount	Purpose
Royal British Legion	£500	Band concert and Choir for peace after conflict
Dereham Carnival Crafters	£500	To help with celebrations for centenary of Peace Day July 2019

To consider work on Toftwood Recreation Ground changing room.

It was agreed that for the Toftwood Recreation Ground, that a welfare unit containing toilets and possibly a kitchen be purchased rather than refurbishing the existing changing rooms. That the existing structure be made weather tight. The welfare unit to cost less than £4,000 and £1,000 on materials to make the existing unit weather tight. The football club would do the work on the existing structure.

To review Insurance schedule.

It was agreed that G C Baxters be asked to review the building costs inflation for the last 8 years and to check that the 3% annual inflation assumption is an accurate approximation.

To review Financial Regulations.

It was agreed that paragraph 5.2 of the Financial Regulations at the end of the last sentence should read'or in their absence, any such other member authorised by the council to sign'

130. To receive, confirm as correct and sign the minutes of the **Planning** meeting held on **Tuesday 12th February 2019**.

Proposed by Councillor H Bushell, seconded by Councillor L Monument the minutes of the planning meeting Tuesday 12th February 2019 were agreed and signed.

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

Proposed by Councillor H Bushell, seconded by Councillor H Clarke the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed and signed.

132. **To consider flying Scout flag with black ribbon as a mark of respect for David Webster.**

Proposed by Councillor L Monument, seconded by Councillor H Bushell and put to the vote it was agreed that the Scout flag with black ribbon be flown as a mark of respect for David Webster.

Proposed by Councillor P Duigan, seconded by Councillor L Monument it was agreed that the flag could be flown at the Town Clerk's discretion in discussion with the Mayor.

133. **Market town initiative update and clarification.**

Councillor H Bushell informed Councillors that as the role of communication with Breckland District Council regarding the Market Town Initiative conflicts with that of the role of the Mayor who only has the remit to chair Town Council meetings and attend Civic duties etc, that now all communications with Breckland District Council will be undertaken by the Town Clerk.

Councillor Bushell also said that in her view for the project to move forward the following issues would need to be resolved:

1. The Council would need to decide how the working party is to be made up, as to whether it is all Town Councillors etc. Also the working party would need terms of reference.
2. Once the Town Clerk has obtained from Breckland the purpose of the meetings and the desired outcome, that information will help with the terms of reference to be considered by the council.

All communications with Breckland Council regarding the Market Town Initiative should be copied into all Councillors so that all are aware of the situation at any given time, and likewise answers from Breckland Council to the Clerk then they can facilitate a meaningful input in taking this matter forward.

The draft terms of reference should be brought to the April Full Council meeting.

134. **Update on Quebec Road.**

Councillor P Duigan advised Councillors that the application to the Parish Partnership for flashing speed signs on Quebec Road had now been approved but the buffer zone had yet to be decided.

135. **To receive Norfolk County Council Network Improvement Strategy.**

The Norfolk County Council Network Improvement Strategy was received.

Proposed by Councillor A Bowyer, seconded by Councillor P Duigan, it was agreed that the Town Clerk write to Norfolk County Council saying that this strategy was a good starting point and ask them to confirm that no conclusions can be made with regard to any future link roads.

136. **To consider revised Vision for Dereham.**

Proposed by Councillor A Bowyer, seconded by Councillor H Clarke, the revised Vision for Dereham was agreed.

137. **To receive Cycle Assessment commissioned by Dereham Town Council.**

The Cycle Assessment was received and the Clerk explained that this would support the evidence base for the Neighbourhood Plan and was submitted as further comments on the Dumpling Green development.

138. **To consider commenting on the Breckland Local Plan major modifications**

It was agreed that the following comments be submitted.

- HOU 05 –Previously the Council has been reassured by the requirement within the policy for parish council approval for any development, this condition has now been removed. The Council felt that this policy should not apply to Dereham. The policy is intended to support the viability of very small settlements through having more people living in the very rural settlements. The hamlets around Dereham do not need help to maintain services as they receive their services from the main town. The policy should be clear that it does not apply to hamlets within parishes that have been allocated housing growth.

Comments regarding Major Modifications to Breckland Local Plan.

Policy Reference:	Paragraph	Recommendation.	Justification.
ENV 04 Existing Provision	First line inserted text	The designations should relate to open space as defined by the Town and Country Planning Act 1980 or the Open	The 2015 Open Spaces Assessment is not a comprehensive assessment – for example, there are two major omissions in Dereham – a piece of open space south of Middlemarch Road

		Spaces Act 1908. (the definitions are very similar)	<p>has been mistakenly omitted in the 2015 Open Spaces Assessment. Also a large parcel of land known as 'Colin McLean meadow, adj. Dunlop Road/Wavell Road' is also omitted from the 2015 study. There may well be other omissions across the district.</p> <p>Changing the definition of Open Space in this section to be that of either the Town and Country Planning Act 1980 or the Open Spaces Act 1908, provides the greatest protection for all open space including those omitted, though error from the 2015 Open Spaces Assessment.</p>
ENV 04 – New Provision	Third paragraph - Page 194 - last sentence.	The last sentence should finish after the word 'dwellings'.	<p>The overriding principle of the policy is that all new residential developments over 11 units are expected to provide a contribution towards outdoor playing space equivalent to 25.6m² per person.</p> <p>By including an area reference it gives the impression that developments may only need to provide 0.8ha per 1000 rather than 2.56ha per 1000. The removal of the end of the sentence would avoid ambiguity.</p>
ENV 04 – New Provision	Fifth paragraph - Page 195 last sentence (new wording)	Last sentence reads "having regard for the need for land acquisition" The word "need for" in this sentence should be replaced with "value of".	<p>The overriding principle of the policy is that all new residential developments over 11 units are expected to provide a contribution towards outdoor playing space equivalent to 25.6m² per person.</p> <p>If a development is not making onsite provision - it is intended that the off-site contribution should include</p>

			the value of land acquisition. Amending the wording makes this very clear. If land acquisition value is not included then there would be a financial advantage for developers to argue that provision off-site is preferable. There would therefore be a perverse incentive not to provide outdoor playing space onsite.
ENV 04 supporting text	Table 5.53 – page 197	For Sheltered housing schemes, nursing homes. Controlled hostel accommodation insert – “refer to paragraph 5.52”	This will insure that paragraph 5.52 and the provision of amenity and other forms of open space are included as part of such developments.
Policy TR02	Transport requirements – last paragraph.	At the Local Plan hearing the issue being discussed was that developers don't include a detailed assessment of cycling links. The Town Council suggested a number of nationally recognised methodologies. It was felt specific methodologies could not be included because they could be superseded within the lifetime of the LP. It is believed that it was agreed at the hearing that cycling assessments would use ‘industry recognised / nationally recognised methodologies (words to that effect)	The current situation is that applicants already do a transport assessment based on “appropriate methodologies” and they don't include a cycling assessment using a recognised standard methodology. To specify that any cycling assessment must be carried out in accordance with a recognised/industry standard methodology will ensure that applications do such a study in a standardised form.

139. **Exclusion of Press & Public**

Proposed by Councillor H Bushell, seconded by Councillor A Bowyer it was agreed to exclude the press and public on the grounds that the business to be transacted is confidential and publicity would be prejudicial to the public interest.

140. **To consider priorities for meeting with William Nunn.**

The council agreed that this list of items be separated into operational/historical type issues which may be possible to be dealt with an exchange of letters and issues which affected the future of the town.

Long Standing Operational Issues to include.

- Collection of 106 money from developers
- 106 money from former swimming pool site
- Former Highways Surveyors land
- Sandy Lane Play area
- Scarning Water Meadows
- Colin Mclean Meadow
- Neatherd Bylaws
- Lamp Column Dereham churchyard
- The old Maltings site.

Looking to the future

- Provision of employment land in Dereham
- Town centre retail development
- Junction improvements at Tavern Lane
- Green Space and biodiversity action plan.

141. **To consider making representation to Norfolk County Council regarding its endorsement of the Dereham Transport Study carried out by Breckland Council.**

It was agreed to write to Norfolk County Council and request that a representative attend the next Council meeting to explain what measures they are putting in place to address the need for junction improvements at Tavern Lane now that they confirm that the proposed signalised roundabout is undeliverable.

It was also agreed to write to the Local Plan inspector making him aware that the schemes identified in the Dereham Transport Study are no longer considered deliverable by Norfolk County Council.

Chairman