

DEREHAM TOWN COUNCIL

11th April 2023

At a meeting of the **Full Council** held on **Tuesday 11th April 2023** in the Memorial Hall at **7.30pm**.

Present: Councillors H King (Chairman), H Clarke, P Duigan, A Greenwood, S Green, H Jones-Seymour, L Monument and P Morton.

Also in attendance: County Councillor W Richmond, Town Clerk Tony Needham and Deputy Town Clerk Jillian Barron

111. To receive apologies for absence.

Apologies for absence were received from Councillors C Bunting, K Cogman, A Brooks and T Monument.

112. Declaration of Interest.

Councillor H Clarke declared a personal interest as is an allotment holder.

The meeting was adjourned

Mrs Gina Eames requested that the bus shelter at Quebec Road be turned around as people using the shelter where it is now cannot be seen by the approaching bus drivers. She also mentioned there were two benches that may need moving.

Carolyn Coleman read a report from the Dereham Town Plan Working Group regarding the Brown Signs Project.

Councillor S Green gave an update on the Town Council's Coronation events.

The meeting resumed

113. To receive announcements.

The Mayor, Councillor H King confirmed he attended the following events:

17th March - Queen Mothers Garden Official Opening

17th March - Breckland Council Chairman Civic Reception

18th March - Swaffham Civic Reception

23rd March - Meeting Point - launch of defibrillator

26th March - Service of Youth & Hope – High Sheriff of Norfolk

114. To receive from the Chairman, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 14th March 2023.

Proposed by Councillor H King, the minutes of the Full Council meeting held on Tuesday 14 th March 2023 were approved and signed subject to minor amendments.
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115. To view the draft minutes of the **Annual Parish** meeting held on **Tuesday 21st March 2023.**

Proposed by Councillor H King the draft minutes of the Annual Parish meeting held on Tuesday 21st March 2023 were agreed.

116. **Personnel**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Personnel Committee meeting** held on **28th March 2023.**

Proposed by Councillor H Jones-Seymour, the minutes of the Personnel Committee meeting held on Tuesday 28th March 2023 were agreed and signed.

- b) To discuss any matters arising and vote on any recommendations listed below. The following recommendation was agreed and approved by the Council:

Update on staffing matters.

It was agreed that the budget associated with additional staffing hours for taking over the play areas and open spaces, be reallocated to the staffing budget to allow staff hours to expand as required.

117. To receive from the Chairman, confirm as correct and sign the minutes of the **Planning meetings** held on **Tuesday 14th March 2023.**

Proposed by Councillor H King, the minutes of the Planning meeting held on Tuesday 14th March 2023 were approved and signed.

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

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

119. **To consider moving bus shelter on Quebec Road.**

Proposed by Councillor H King, it was agreed that the bus shelter at Quebec Road would be moved so that approaching buses could see if there were any members of the public waiting at that stop.

120. **Exclusion of press and public**

Proposed by Councillor H King, seconded by Councillor L Monument it was agreed to pass a resolution to exclude the Press and Public from the meeting on the grounds that the Business to be transacted is confidential and publicity would be prejudicial to the public interest.

121. **To approve staff handbook.**
The staff handbook was approved subject to minor amendments.
122. **Update on the possibility of Nutrient Neutrality Credits.**
The Town Clerk gave a verbal update.

Chairman