

DEREHAM TOWN COUNCIL

10th December 2019

At a meeting of the **Full Council** held on **Tuesday 10th December 2019** in the Assembly Rooms at **7.30pm**.

Present: Councillors L Monument (Chairman), A Brooks, H Bushell, H Clarke, P Duigan, A Grey, K Grey, S Green, H King & P Morton.

Also in attendance: County Councillor W Richmond, Town Clerk Tony Needham, Deputy Town Clerk Jillian Barron and Morgan Cockbill from Dereham Debt Centre.

117. **To receive apologies for absence.**

Apologies for absence were received from Councillor C Bunting and T Monument.

118. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned.

Morgan Cockbill (*Dereham Debt Centre*) gave a brief presentation regarding the work carried out by Dereham Debt Centre as requested following a grant application. The grant application will be discussed at Full Council in January.

Mrs Ann Bowyer (*Trustee Dereham Windmill*) addressed the meeting asking if there was a Councillor who was willing to become a representative of the Town Council on the Windmill Committee. She explained that the meetings were held in the windmill coffee shop and the next meeting would be on the 28th January 2020. Meetings would only be held when it was felt necessary and there were approximately 8 meetings a year.

Councillor K Grey agreed to represent the Town Council on the Windmill Committee but did not wish to become a Trustee, she also said that if the meetings coincided with Town Council/ Committee meetings then these would come first.

County Councillor W Richmond thanked the Town Council for submitting their application to the Parish Partnership Scheme.

He said that he, Councillor P Duigan and the Town Clerk would be meeting with Norfolk County Councils Highway Engineer Wednesday morning and should any Councillors have any questions they want put forward then to let him know.

Councillor W Richmond wished everyone a very Happy Christmas.

The meeting resumed.

119. **To receive announcements.**

The Mayor, Councillor Linda Monument apologised for not being able to attend the Christmas Lights event due to illness but thanks everyone who was there for all their hard work on a successful event.

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

Proposed by Councillor L Monument, seconded by Councillor S Green, the minutes of the Full Council meeting Tuesday 12th November 2019 were agreed and signed.

121. **Social & Welfare Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 26th November 2019.**

Proposed by Councillor H King, seconded by Councillor H Clarke, the minutes of the Social & Welfare Committee meeting Tuesday 26th November 2019 were agreed and signed subject to minor amendments, entered in the minute book at the meeting.

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

The following recommendations were agreed and approved by the Council:

To consider appointing Councillors to work with Dereham and District Royal British Legion with regards to the Remembrance Parade 2020.

The Town Clerk liaise with the Royal British Legion with regards to the Remembrance Parade 2020.

To consider response from solicitor regarding erecting a headstone.

The Clerk write to both parties concerned requesting that they come to a mutual agreement on the wording for the headstone. If they cannot come to an agreement then only simple wording would be permitted which would not refer to any individual other than the deceased.

The cemetery rules be amended to reflect the advice given by the Town Council's solicitor regarding disputes.

122. **Markets & Buildings Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 26th November 2019.**

These minutes will be re-presented at the next Full Council meeting in January.

123. **Recreation Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 3rd December 2019.**

Proposed by Councillor K Grey, seconded by Councillor H Clarke, the minutes of the Recreation Committee meeting Tuesday 3rd December 2019 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 agreed and approved by the Council:

To consider adopting Open Spaces from Orbit Homes Development at Greenfields Road.

The Council adopt the open spaces on the Orbit Homes Development at Greenfields Road as laid out in the Open Spaces Plan (subject to contract). The Open spaces would not include any surface water drainage features that were below ground.

When the Open Spaces are adopted that a separate budget line be established for this site so that the true costs could be understood.

To consider applying for a grant for the Queen Mothers Garden.

The Council apply for a grant from the Governments Pocket Park programme once eligibility has been confirmed.

124. **Finance & Governance Committee.**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 3rd December 2019.**

Proposed by Councillor H Bushell, seconded by Councillor L Monument, the minutes of the Finance & Governance Committee meeting Tuesday 3rd December 2019 were agreed and signed subject to minor amendments, entered in the minute book at the meeting.

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

The following recommendations were agreed and approved by the Council:

To consider Revenue Budgets 2020-21.

The proposed budget be recommended to Council subject to the Burial Fees figure being checked.

To consider the 5-year Capital/ Project Budget.

The 5-year Capital and Project budget be approved.

To consider Precept Requirements 2020-21.

The Committee considered the Council's budget requirements for the next 5 years, in doing so it recommended that the precept for 2020/21 financial year would be £933,321.

To consider increases in fees and charges for 2020/21.

All fees and charges except Memorial Hall and markets be increased by 3%.

To consider amending criteria for the WW1 commemoration grant.

The £8,896 remaining in the 1st World War Commemoration budget be repurposed to a grant which commemorates significant anniversaries of other wars, conflicts and battles.

The maximum grant be £1,000

125. To receive, confirm as correct and sign the minutes of the **Planning** meetings held on **Tuesday 12th November 2019** and **Tuesday 26th November 2019**.

Proposed by Councillor L Monument, seconded by Councillor H Clarke the minutes of the Planning meetings Tuesday 12th November 2019 and Tuesday 26th November 2019 were agreed and signed.

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

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

127. **To consider Market Towns Initiative Funding.**

While the Town Council welcomed the offer of £10,000 from the Market Towns Initiative Funding, it would prefer to have the £25,000 that it was originally suggested. It was agreed that the Clerk write to Breckland Council requesting the £25,000.

128. **Exclusion of Press & Public.**

Proposed by Councillor L Monument seconded by Councillor P Morton 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

129. **To consider tenders and quotes for improvements/additional sport and play provision in Dereham.**

Of the three tenders who quoted for the playing pitch strategy, KKP received the highest score in the evaluation process.

Proposed by Councillor L Monument, seconded by Councillor H Clarke, it was agreed that KKP Consultants be instructed to provide the playing pitch strategy. (£16,005).

CDS were the only company who replied with a quotation.

Proposed by Councillor L Monument, seconded by Councillor H Clarke, it was agreed that CDS be instructed to carry out a site suitability assessment for the provision of new outdoor play/sports facilities. (£4000)

Chairman