

DEREHAM TOWN COUNCIL

28th July 2020

At the Virtual Annual Town Council Meeting held on Tuesday 28th July 2020 at 7.30pm.

Present: - Councillors L Monument (in the chair), A Brooks, H Bushell, H Clarke, P Duigan, S Green, A Grey, K Grey, L Monument, T Monument and P Morton.

Also in attendance were District Councillor A Webb, Town Clerk Tony Needham and Deputy Town Clerk Jillian Barron.

1. **To appoint the Town Mayor for the year 2020-2021.**

Councillor P Duigan proposed Councillor S Green, seconded by Councillor H Clarke, there were no further nominations. It was put to the vote and agreed that Councillor S Green serve as Town Mayor for the year 2020 – 2021.

Councillor S Green took the chair.

2. **To receive the Town Mayor's Declaration of Acceptance of Office.**

Councillor S Green read and signed the Declaration of Acceptance of Office.

3. **To appoint the Deputy Mayor for the year 2020-2021.**

Councillor H Clarke proposed Councillor A Brooks, seconded by Councillor P Morton, Councillor H King proposed Councillor P Duigan, seconded by Councillor A grey, there were no further nominations. It was put to the vote, ad it was agreed that Councillor P Duigan serve as Deputy Town Mayor for the year 2020 – 2021.

4. **To receive the Deputy Mayor's Declaration of Acceptance of Office.**

Councillor P Duigan read and signed the Declaration of Acceptance of Office.

5. **Declaration of Interest**

There were no declarations of interest.

6. **To receive apologies for absence.**

Apologies for absence were received from Councillor C Bunting.

7. **Outgoing Town Mayor's address.**

Councillor L Monument said that it had been a long year facing problems that had not been anticipated. She congratulated her fellow Councillors on their attendance at meetings and how quickly they had adapted to using Zoom. She also paid tribute those Councillors who helped at the Christmas Lights event, some organising and providing the entertainment on stage and others who dressed as elves to help Santa in his grotto. She also thanked fellow Councillors

who helped those self-isolating during Covid 19 with their shopping and other things.

Councillor L Monument said it had not been a good year for the Council losing two long term full time members of staff due to retirement, two part time members of staff. Councillor L Monument continued by thanking the Town Clerk, Deputy Clerk and the remaining Town Council Officer for all their hard work in keeping the Town Council offices running even though it meant some staff working weekend. A temporary member of staff has now been taken on. Councillor L Monument also thanked all members of the Town Council's outside staff who have continued to work safely cleaning and checking play equipment more frequently, also the public toilets.

The Town Councils market had continued to run throughout the pandemic with it's food stall but now more stalls are able to return and it is increasing in size again.

Councillor L Monument said that she would hand over the chain virtually to Councillor S Green and give him her support. She hoped that all Councillors would now work together for the good of the Town and forget about the them and us with staff.

8. **To receive tributes to outgoing Mayor.**

The Mayor, Councillor S Green thanked Councillor L Monument for all her hard work and said that he had learnt a lot from just watching her. He said that the Corona Virus had had a big impact but it was now time to move forward and work together for the Town.

Councillor K Grey thanked Councillor L Monument for being Mayor in a difficult year, she also thanked the remaining office staff.

Councillor H Clarke reiterated his fellow Councillors words of thanks.

Councillor P Duigan added his thanks, echoing others thanks for a challenging year.

Councillor T Monument said 'Thanks Mum'.

9. **To receive announcements.**

Councillor L Monument said that as the Mayoral Chain would not been worn at the moment then this would be an ideal time for it to go in for the repairs on the damage it has suffered over many years, also the engraving needed could be carried out.

The Mayor, Councillor S Green said that at an on call meeting with Sam Chapman-Allen from Breckland Council he had been advised that there would be funding available for post Covid projects and asked for Councillors to come forward with any ideas.

Councillor H Clarke said a criteria would for this would be most welcome.

Councillor L Monument said that the funding would be mainly to revive the town centre and the hospitality businesses.

10. **To agree that Cllr L Monument continues to lead on outstanding staffing matters.**

Proposed by Councillor P Duigan, seconded by Councillor L Monument, it was agreed that this item be deferred to the August Full Council meeting and be discussed below the line

11. **To agree membership of Committees.**

Councillor H Clarke said that there was one Committee that related to item 10 that he was not comfortable with its present membership.

The Mayor, Councillor S Green proposed that all Committees, with the exception of the Personnel Committee remain the same, seconded by Councillor K Grey and agreed.

Councillor H Clarke proposed that the Personnel Committee comprise of the following: Councillors A Brooks, C Bunting, H Clarke, S Green, L Monument and T Monument, seconded by Councillor A Brooks and put to the vote, the proposal failed.

Councillor S Green proposed that the Personnel Committee remained the same, seconded by Councillor A Grey and put to the vote, the proposal stands and the Personnel Committee remains the same.

Councillor A Brooks said that she did not feel comfortable being on the Personnel Committee and would like to stand down.

Committees

Plans

Responsible for considering and commenting on all building plans submitted for comment by Breckland Council

All Councillors

Committee Cycle A:

Heritage & Open Spaces

Responsible for; open spaces, Bishop Bonner's Cottage, Windmill, Street Furniture, Town Sign, Explosive Store, Closed Churchyard, Commons

Recreation

Responsible for; allotments, Play Areas and Open spaces

Committee Cycle B:

Markets & Buildings

Responsible for; Assembly Rooms Memorial Hall, Fleece Meadow, Markets.

Social & Welfare

Responsible for; War Memorial, Dereham Community Car Scheme, Twinning, Cemetery, Barwell Court toilets, Christmas Tree and Christmas lights.

Other Committees/Working Parties

Finance & Governance

Responsible for; Grants, Audits, Accounts, Budgets

Personnel Committee

Responsible for; Wage Reviews, Appeals, staffing structure and policies.

The Mayor and Deputy Mayor are ex-officio members of all Committees (subject to Standing Order 42).

12. **To confirm representatives for outside bodies (normally appointed for 4 years) and to receive a brief report.**

It was agreed that the representatives for outside bodies remain the same.

(a) **Trustees of Charities:**

Aaron Williamson's Charity

Dereham Relief In Need Charities

East Dereham Educational Charity Trust.

(b) **Representation on other bodies:**

Friends of Dereham Hospital

Dereham Twinning Associations:

- Ruthen
- Caudebec:

Dereham Windmill

Citizens Advice Bureau.

Chamber of Trade/Business Forum.

Civil Emergency Member (to liaise with Breckland Council Emergency Officer)

13. **To fix the dates and times of Council, Plans and Committee meetings.**

The dates and times of Council, Plans and Committee meetings were agreed subject to amending the dates in April to read 13th and 27th.

14. **To make arrangements for Civic Sunday and Bowls Match.**
Due to Covid 19 it is highly unlikely that the Bowls Match would be able to take place, the arrangements for Civic Sunday would be announced at a later date.

Chairman