

DEREHAM TOWN COUNCIL

8th December 2020

At a virtual meeting of the **Full Council** held on **Tuesday 8th December at 7.30pm.**

Present: Councillors S Green (Chairman), A Brooks, C Bunting, H Bushell, H Clarke, P Duigan, H King, L Monument, T Monument and P Morton.

Also in attendance: Town Clerk T Needham, Deputy Town Clerk J Barron, County Councillor W Richmond and District Councillor A Webb.

55. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Grey and K Grey.

56. **Declaration of Interest.**

There were no declarations of interest.

The meeting adjourned

District Councillor A Webb advised that people who were in self isolation could claim a self-isolation payment from Breckland Council should they meet the criteria.

She also said there was a Covid Winter Support Scheme for those suffering financial hardship, this could be found on the Norfolk County Council website.

Councillor A Webb said that Dereham Cares has now closed due to coming out of lockdown.

Breckland Councils Matching Fund has now closed as this years funding has all gone but can be applied for again next year.

Councillor H Clarke said that Mid Norfolk Foodbank are still looking for ground floor premises if anyone can help.

County Councillor W Richmond told the meeting that Quebec Road had recently had a part-time speed restriction of 20mph, Norfolk County Council were now going to reassess the speed limit and that there was the potential for a pedestrian crossing to be installed.

The meeting resumed

57. To receive, confirm as correct and sign the minutes of the virtual **Full Council** meeting held on **Tuesday 10th November 2020.**

Proposed by Councillor S Green, seconded by Councillor L Monument the minutes of the virtual Full Council meeting Tuesday 10 th November 2020 were approved.

58. **Virtual Heritage & Open Spaces Committee meeting**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 24th November 2020.**

Proposed by Councillor P Duigan, seconded by Councillor L Monument, the minutes of the Virtual Heritage & Open Spaces Committee meeting Tuesday 24th November 2020 were agreed subject to the following amendment 'to bid up to £500 per school'.

(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 engaging the Farming and Wildlife Advisory Group (FWAG) to write an application for Higher Level Stewardship (HLS) funding to implement the Neatherd Management Plan.

It was agreed to engage the Farming and Wildlife Advisory Group (FWAG) to write an application for Higher Level Stewardship (HLS) funding to implement the Neatherd Management Plan.

To consider carrying out work on the Duck Pond along with ephemeral ponds on the Neatherd / Etling Green.

It was agreed to carry out work on the Duck Pond along with ephemeral ponds on the Neatherd/Etling Green.

To consider appointing contractor for erecting raptor nesting boxes and bat boxes on Council land.

It was agreed that a budget of £15,000 be used to appoint a contractor for erecting raptor nesting boxes, bat boxes and hedgehog houses on Council land.

It was agreed that funding be set aside for schools in Dereham to bid for up to £500 per school for a project which enhances biodiversity for their school. The bidding would close at the end of the summer term 2021, but could be received at any time.

59. **Virtual Finance & Governance Committee meeting**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 1st December 2020.**

Proposed by Councillor H Bushell, seconded by Councillor L Monument, the minutes of the Virtual Finance & Governance Committee meeting Tuesday 1st December 2020 were agreed.

(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 review expenditure against budget.

The expenditure against budget was reviewed, explanations of variance was provided and specific items discussed.

It was agreed that the underspend in the budget for Memorial Hall brochures in 20/21 be rolled over into 21/22 financial year.

To consider extending contract for painting and decorating.

It was agreed that the decorating contract for the Cemetery external timber be extended to paint the Memorial Hall, front elevation and ground floor Assembly Rooms window frames and doors.

The reason for the recommendation is that these were good quality decorators they were the lowest tender for the work at the cemetery.

To consider process for prioritising Council projects and activities.

It was agreed that a 'balanced score card' approach be adopted as a way of considering what work the Council should prioritise. Council projects and activities would be grouped into the following categories.

Public Facing - Short term (less than 4 years) e.g. a new play area	Inward Facing Maintenance e.g. repairs to building, boundary disputes etc.
Public Facing Long term (more than 4 years) e.g. resolving shortage of sports pitches, walking and cycling strategy.	Inward Facing Policy e.g. reviewing staff handbook, reviewing recruitment processes.

Some of the issues are quite complex, it is therefore recommended that a meeting be held to discuss the issues around each topic, before voting by email. Each councillor would have one vote to select the top two priorities in each category.

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

Proposed by Councillor S Green, the list of accounts paid, the Financial Statement and list of account to be paid were agreed.

61. **To consider prioritising work on the Neighbourhood Plan.**

There were no updates, this item would now be prioritised with the projects and activities.

Chairman