

DEREHAM TOWN COUNCIL

9th July 2019

At a meeting of the **Full Council** held on **Tuesday 9th July 2019** in the Assembly Rooms at **7.30pm**.

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

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

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

There were no World War One centenary commemorations.

39. **To receive apologies for absence.**

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

40. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned

Mr Wheeler raised his concerns about the condition of the track on the Neatherd that his property front onto, he said it is in a very bad state and asked the question about what work would be carried out to improve it?

Mr Whiteside also raised concerns about the track adding that Dereham Town Council used to put tarmac in the potholes on the track.

Another resident said that putting loose material on the top has made things worse.

The Town Clerk said that the Town Council had been scraping the track and putting down road planings.

The Mayor, Councillor L Monument said that the Town Council would be writing to residents whose properties front onto Neatherd Moor asking if they would be prepared to contribute a fair proportion toward the repairs and upkeep of the track.

Mr Paul Strutt from Norfolk Accident Rescue Service (NARS) gave a brief presentation about NARS explaining who they are, what they do and that they are run by volunteers.

County Councillor W Richmond said that he and the Town Clerk had been approached by a governor of a school requesting that they apply to the Parish Partnership for funding for 20mph advisory speed sign and road markings.

The meeting resumed

41. **To receive announcements.**

The Mayor, Councillor L Monument announced that she had attended the following events:

- 21st June 2019 - Mayor of Thetfords Civic Reception
- 23rd June 2019 - Mayor of Thetfords Civic Service
- 28th June 2019 - The raising of the Armed Forces Day Flag at Breckland Council
- 28th June 2019 - Queens Dragoon Guards Summer Cocktail Party
- 7th July 2019 - Chairman of Breckland Councils Civic Service & Reception

The Mayor announced that her charity for the year would be Action for Children.

The Deputy Mayor, Councillor S Green announced that he had attended the following event:

- 7th July 2019 - Toftwood Saints FC open day

42. To receive, confirm as correct and sign the minutes of the **Full Council** meeting held on **Tuesday 11th June 2019.**

Proposed by Councillor L Monument, seconded by Councillor P Duigan, the minutes of the Full Council meeting Tuesday 11th June 2019 were agreed and signed.

43. **Recreation Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 25th June 2019.**

Proposed by Councillor L Monument, seconded by Councillor H Bushell the minutes of the Recreation Committee Tuesday 25th June 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 subject to minor amendments, entered in the minute book at the meeting:

To consider project with Neatherd School.

It was agreed that the Town Council supports the Neatherd School project of a solar powered phone charger in a public place in principle, subject to all details being agreed.

To consider rent of Toftwood Playing Field.

It was agreed the Town Council would accept the rent for Toftwood Playing Field being increased annually in line with the UK CPI inflation rate. This is to be reviewed every 10 years.

To consider marking the tennis courts for Pickleball.

It was agreed that one tennis court at the Recreation Ground be marked out for the use of Pickleball and the Town Council would pay for the marking out of the court.

To review allotment rules.

It was agreed that allotment holders be allowed to keep up to 6 hens (no cockerels) per person regardless of the number or size of plots they have. Those allotment holders who already have cockerels or other poultry will be allowed to keep them until October 2020 providing the council receive no complaints about them.

It was agreed that when the allotment rent letters are sent out and additional form be enclosed for allotment holders to sign to confirm if they are keeping chickens on their plot, and if so how many.

Update on Dereham Recreation Ground car park gate.

The committee confirmed the previous decision to restrict access to the Recreation Ground car park and recommended that the gate be locked from the 1st August 2019.

It was agreed at Full Council that 69, 75, 71 & 73 Commercial Road be offered a licence to park on the Recreation Ground for one year while the possibility of permit parking is explored. This would be reviewed after a year.

44. **Heritage & Open Spaces Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 25th June 2019.**

Proposed by Councillor L Monument, seconded by Councillor P Duigan the minutes of the Heritage & Open Spaces Committee Tuesday 25th June 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 erecting heritage plaques in Dereham.

It was agreed that the names of John Craske, Brian Aldiss, Gidney Ironworks and the Sunshine Floors be passed on to About Dereham with the possibility of heritage plaques be erected on a heritage trail. Councillor P Duigan would draft the possible wording for the plaques and exact location. The Town Council would order and erect the plaques.

To consider maintenance of the Neatherd Track.

It was agreed that the Town Clerk write to the residents who's properties back onto the Neatherd track asking if they would be willing to contribute to the maintenance of the track

To review the provision of dog poop bags by the Town Council.

It was agreed that from the 1st August 2019 the Town Council charge £1 per pack and that a sign be displayed advising of the forth coming charges.

45. To receive, confirm as correct and sign the minutes of the **Planning** meetings held on **Tuesday 11th June 2019** and **Tuesday 25th June 2019.**

Proposed by Councillor L Monument, seconded by Councillor P Morton the minutes of the Planning meetings Tuesday 11th June 2019 and Tuesday 25th June 2019 were agreed and signed.

46. **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 Bushell, list of accounts paid, the Financial Statement and list of accounts to be paid were agreed and signed.

47. **To agree membership of Committees.**

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

Councillors A Brooks, C Bunting, P Duigan, Kay Grey, L Monument, P Morton

Recreation

Responsible for; allotments, transfer of Play Areas, grass cutting & ground maintenance

Councillors A Brooks, C Bunting, P Duigan, Kay Grey, L Monument, P Morton

Committee Cycle B:

Markets & Buildings

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

Councillors H Bushell, H Clarke, S Green, A Grey, H King, T Monument

Social & Welfare

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

Councillors H Bushell, H Clarke, S Green, A Grey, H King, T Monument

Other Committees/Working Parties

Finance & Governance

Responsible for; Grants, Audits, Accounts, Budgets

Councillor H Bushell, H Clarke, P Duigan, A Grey, T Monument, P Morton

Personnel Committee

Responsible for; Wage Reviews, Appraisals, Interviewing for staff

A Brooks, C Bunting, S Green, K Grey, H King, L Monument.

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

48. **To consider and additional comments to Breckland Councils Local Plan regarding the major modifications.**

It was agreed that the additional comments to Breckland Councils Local Plan regarding the major modifications be submitted. The comments would relate to Shillings Lane and the Dereham Transport Study. The comments regarding Shillings Lane should be the first one mentioned as they are felt to be of the most importance.

49. **To consider the Town Council reviewing the waste it produces and seeing what opportunities there are for the Town Council to reduce its waste and increase its recycling. (Councillor A Brooks)**

It was agreed that the Town Council would review the waste it produces and see what opportunities there to reduce its waste and increase its recycling.

50. **To confirm representatives for outside bodies (normally appointed for 4 years).**

(a) **Trustees of Charities:**
Aaron Williamson's Charity
Councillors P Morton & H Clarke

Dereham Relief In Need Charities
Councillors P Morton & H Clarke

East Dereham Educational Charity Trust.
Councillors P Morton & H Clarke

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

Friends of Dereham Hospital
Councillor H Clarke

Dereham Twinning Associations:

- Ruthen: – **Councillor L Monument**
- Caudebec: - **Councillor P Morton**

Citizens Advice Bureau.
Councillor C Bunting

Civil Emergency Member (to liaise with Breckland Council Emergency Officer)
Councillor P Duigan

Walkers Are Welcome
Councillor P Morton

51. **Exclusion of Press & Public**

<p>Proposed by Councillor L Monument seconded by Councillor H Bushell 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</p>

52. **Update on staffing matters.**

The Clerk updated Councillors on staffing matters, advising them that one of the part-time members of staff were leaving and that the remaining part-time member of staff would be happy to become full time, therefore there would be no need to advertise the post.

Chairman