

DEREHAM TOWN COUNCIL

11th December 2018

At a meeting of the **Full Council** held on **Tuesday 11th December 2018** in the Assembly Rooms at **7.30pm**.

Present: Councillors H Bushell (Chairman), A Bowyer, P Duigan, S Green, L Goreham, R Hambidge and L Monument.

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

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

On this centenary we remember:

Lance Corporal Ernest Robert Horne
4/86th Horse Transport Coy – Royal Army Service Corps
Died 29th December 1918 in Salonica

86. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Brooks, H Clarke, P Morton and T Monument.

87. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned.

District Councillor A Webb advised the meeting that Anglian Water are on course to deliver the sewerage pipe for Norwich Road.
Paul Claussen from Breckland Council would like to come and talk to the Town Council about the Market Town Initiative.

Santa is now at Dereham Windmill and has had lots of parents and children visiting who are leaving lots of positive feedback.

The Orbit homes advertising sign advertising the development is too big, Councillor Webb said she had informed enforcement.

County and District Councillor W Richmond told the meeting that although the plans for the development on Westfield Road had been passed there were still a number of issues that needed to be corrected.

Councillor Richmond and the Town Clerk would be meeting with Norfolk County Councillors Highways officer tomorrow morning. (Wednesday 12th December)

Mr Trevor Woods, Chairman of Hoe Parish Council raised his concerns regarding the speeding along B1146 and spoke about the possibility of having a buffer zone of 40mph.

The meeting resumed.

88. **To receive announcements.**

The Mayor, Councillor H Bushell announced that she had attended the following events:

16 th November 2018 -	RNLI Pot of Gold
15 th November 2018 -	Meeting with Dereham Police
22 nd November 2018 -	Toftwood Village Hall AGM
24 th November 2018 -	Meeting with neighbouring parishes
27 th November 2018 -	Forget Me Not Meeting
3 rd December 2018 -	Northgate School, Art Exhibition Awards
3 rd December 2018 -	Bell Rings at St Nicholas Church
5 th December 2018 -	Christmas Lunch at Meeting Point
6 th December 2018 -	Ward Gethin Archer Raffle for the Air Ambulance

89. To receive, confirm as correct and sign the minutes of the **Full Council** meeting held on **Tuesday 13th November 2018.**

Proposed by Councillor H Bushell, seconded by Councillor A Bowyer, the minutes of the Full Council meeting Tuesday 13th November 2018 were agreed and signed subject to minor amendments.

90. **Heritage & Open Spaces Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 27th November 2018.**

Proposed by Councillor P Duigan, seconded by Councillor L Monument, the minutes of the Heritage & Open Space Committee meeting Tuesday 27th November 2018 were agreed and signed.

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

The following recommendation was agreed and approved by the Council without amendment:

To consider projects for parish partnership scheme.

It was agreed that funding from the parish partnership scheme should be applied for the following projects:

1. Children Crossing flashing sign(s) on Quebec Road for Northgate High School crossing point - £9000
2. Highway entry signs on NCC roads leading into Dereham - £6000
3. Improvements to the surface of the restricted byways around the Neatherd - £6000

Project 1 would be the priority.

To consider moving bus shelter from Hillcrest Avenue.

It was agreed that the bus shelter in Hillcrest Avenue is relocated to outside Strikes on Station Road at a cost of £2000

To confirm design of speed humps on Neatherd track.

It was agreed that the Sinusoidal 100mm type speed hump which provided most comfort at low speed but discomfort rapidly increases as the speed increases would be installed. The 100mm speed hump would comply with the road traffic regulation 1999. It is hoped that these measures would keep vehicles to a safe 10 mph.

To consider scheme for improvements to Neatherd pond.

It was agreed that the Town Council look at deepening the pond but have a smaller pond, i.e. the volume of water would remain the same but it would be a smaller deep pond rather than a large shallow pond. This should ensure that water remains in the pond during drought periods. The concerns about safety with a deeper body of water would be addressed by making sure that the bed of the pond slopes gently and there is no underwater 'cliff edge'. This work would now go out to tender.

To consider installing gate on Neatherd Track to Swanton Morley Road.

It was agreed that a gate be installed on the Neatherd Track to Swanton Morley Road subject to advice from the Planning Inspectorate.

To consider action regarding encroachment on the Neatherd common.

It was agreed that the Town Clerk contact Breckland Council who as the managers of Neatherd Common are responsible for taking action regarding encroachment.

It was agreed that the Town Council initially write to the householder with regards to them creating a new access across the common from the track to the bungalow, then follow up with legal action if required.

To consider action regarding Japanese knotweed on Etling Green.

It was agreed that the Town Clerk contact Breckland Council stating that the Town Council recognise that there is a disagreement and in the interest of constructively resolving this and any other matters that we offer to share the cost of obtaining counsel opinion.

If Breckland Council does not wish to take up the offer then the Town Council agreed that it would take Counsels opinion on the matter.

91. **Recreation Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 27th November 2018.**

Proposed by Councillor A Bowyer, seconded by Councillor L Monument, the minutes of the Recreation Committee meeting Tuesday 27th November 2018 were agreed and signed subject to minor amendments.

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

The following recommendation was agreed and approved by the Council subject to minor amendments:

To consider handing over grass cutting responsibility at Toftwood Recreation Ground

It was agreed that Dereham Saints take over the grass cutting at Toftwood Recreation Ground and that for the first season the budget is fixed at £2160 (16 cuts) and the money be claimed in arrears.

To consider hedge cutting policy

The following hedge policy was agreed:
Where a council hedge abuts a domestic garden that the hedge is reduced to 5 foot after the winter cut and the top be cut as far as can be reached without using a ladder, but at least to the boundary.

To consider resolving boundary issues at Dereham Recreation Ground.

It was agreed that once the line of the boundary has been established it should be marked with concrete posts and the fence moved to the boundary. This should be carried out as soon as possible and the Town Council would cover the cost as this was not the fault of the current owner.

92. **Finance & Governance Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 4th December 2018.

Proposed by Councillor H Bushell, seconded by Councillor L Monument, the minutes of the Finance & Governance Committee meeting Tuesday 4th December 2018 were agreed and signed subject to minor amendments.

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

The following recommendation was agreed and approved by the Council subject to minor amendments:

To consider grant applications.

Organisation	Agreed grant	Total cost	Reason for grant	Comments
Norfolk and Suffolk 4x4 response	£152	£7,295	Provide members with new communications system	Recognition of grant required
Dereham Band	£350	£420	Two summer Sunday concerts in Queen Mothers Garden	Recognition of grant required

To consider grant applications for WW1 Commemoration.

It was agreed that a grant of 2,500 go towards the Dereham Carnival Crafters to commemorate Peace day on the 20th July 2019. For such a large grant the Council would expect an exceptional level of recognition.

To consider paying CAB grant retrospectively.

In recognition that it was an error on CABs side that the grant for 2015/16 was not applied for, it was agreed that because it would support CABs financial stability that the grant be awarded retrospectively to the level of the budgeted grant for 2015/16.

To consider grant for CAB 2018/19

It was agreed that a grant of £4,500 be awarded to CAB for Financial year 2018/19 and that the budgeted grant be increased to £4,500 for 2019/20.

The Committee expressed the view that next year it would like to have more information regarding contributions from other parishes and that CAB give a presentation to the committee in June.

To consider Revenue Budgets 2019-20.

It was agreed that for one year the Council does not join NALC and SLCC and use the funding towards legal advice from NPLaw and planning advice from Andrea Long - planning consultant, to the same value membership of SLCC and NALC.

To consider the 5 year Capital/ Project Budget.

It was noted the amendments to the budget for 2019/20, and recommended that two reserves be set up one to cover the cost of challenging planning applications £5,000 per year and the second of £15,000 per year to go towards future improvements to the town centre and Market Place.

To consider Precept Requirements 2019-20.

On considering the budgetary requirements for 2019/20 and following years it was agreed that a precept be set at £877,002. This would be a 5.9% increase on a band D property.

To consider increases in fees and charges for 2019/20.

It was agreed that fees and charges be increased by 2.2% across the board with the exception of Market Tolls which would remain the same.

Update on Council decision to identify additional land for Outdoor Playing Space.

In order to build a significant reserve towards additional open space it was agreed that any budgetary underspend in 2018/19 be moved into the earmarked reserve for purchase of additional open space.

To consider fire security cabinet.

It was agreed that there was a need for fire security cabinet to protect council documents, and recommended that the purchase goes ahead recognising that the cost would be around £2,500.

93. To receive, confirm as correct and sign the minutes of the **Planning** meeting held on **Tuesday 13th November 2018 and 27th November 2018**

Proposed by Councillor H Bushell, seconded by Councillor P Duigan the minutes of the planning meetings Tuesday 13th November 2018 and Tuesday 27th November 2018 were agreed and signed subject to minor amendments.

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

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

95. **To sign and seal Deed of Easement for Osier Farm, Neatherd Moor.**

It was agreed that the Deed of Easement for Osier Farm, Neatherd Moor could be signed outside a meeting subject to clarification of paragraph 5 Indemnity with the Town Council solicitor.

96. **To consider revised Vision for Dereham to 2035.**

The revised Vision for Dereham to 2035 was agreed.

97. **Update on letters from Breckland Council.**

Anna Graves, Breckland Councils Chief Executive agreed that the wording of the letter would be changed so that it wasn't rude and unfair to the Town Clerk, instead it would refer to the Town Council as a corporate body.

98. **To consider meeting with Breckland Chief Executive.**

It was agreed that the council has a meeting Anna Graves, Breckland Councils Chief Executive on Tuesday 29th January 2019.

It was agreed that the Town Council would meet as a committee on the 22nd January 2019 so that Councillors can discuss the issues and be better prepared for the discussions on the 29th January 2019.

100. **To discuss County and District matters.**

It was agreed that the Town Council would continue to take legal advice on the feasibility of asking for a judicial review on the decision to grant planning permission for 291 dwelling on land off Shipdham Road. The matter would be brought back to full council before a decision to pursue a judicial review would be taken.

Chairman