

# DEREHAM TOWN COUNCIL

12<sup>th</sup> January 2021

At a virtual meeting of the **Full Council** held on **Tuesday 12<sup>th</sup> January 2021** at **7.30pm**.

**Present:** Councillors S Green (Chairman), A Brooks, C Bunting, H Bushell, H Clarke, P Duigan, A Grey, K Grey, 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, District Councillor A Webb and Carolyn Coleman and Mike Webb from aboutDereham.

62. **To receive apologies for absence.**

There were no apologies for absence.

63. **Declaration of Interest.**

Councillor H Clarke declared a personal interest in minute 65 as he has an allotment.

*The meeting adjourned*

Councillor P Duigan joined the meeting.

District Councillor A Webb said that Breckland Council had seen a big increase in people applying for the £500 self-isolation allowance.

Councillor A Webb thanked the Town Council for their £2500 funding to the Food Bank for half of the annual rent of a unit, and that Breckland Council should have their final decision by Friday about funding for the remaining £2500.

Dereham Cares have seen a large increase in calls from members of the public for prescription collections.

Councillor P Morton asked Councillor A Webb what was happening to the homeless. Councillor Webb replied that Breckland Council were offering accommodation.

Carolyn Coleman from aboutDereham gave an update on the Wayfinding project saying that the design panels were now finished and that included the one for the Market Place and they are hoping to get the fabrication carried out.

County Councillor W Richmond advised the meeting that the local Highways engineer position was now vacant but they hope to have the appointment filled by February.

Councillor H Clarke spoke about the flooding and surface water management and said that some progress had been made in re-establishing partnerships.

The Town Clerk, Tony Needham advised Councillors that there would be a Recreation Committee meeting and Heritage and Open Space Committee meeting on Tuesday 26<sup>th</sup> January 2021. Also work would start on the prioritising score sheet early February.

Councillor K Grey said that she would like to apologise to the Town Clerk for asking an inappropriate question at the Finance Meeting held on the 5<sup>th</sup> January knowing that he could not answer.

*The meeting resumed*

64. To receive, confirm as correct and sign the minutes of the virtual **Full Council** meeting held on **Tuesday 8<sup>th</sup> December 2020.**

Proposed by Councillor S Green, seconded by Councillor L Monument the minutes of the virtual Full Council meeting Tuesday 8<sup>th</sup> December 2020 were approved.

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

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 5<sup>th</sup> January 2021.**

Proposed by Councillor H Bushell, seconded by Councillor P Duigan the minutes of the virtual Finance & Governance Committee meeting Tuesday 5<sup>th</sup> January 2021 were approved.

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

**To consider precept requirements for 2021/2022.**

The Committee considered the councils projected expenditure over the next financial year along with the financial risks facing the Council. Councillors considered a number of options and were mindful of the effects of the pandemic on some peoples finances.

Proposed by Councillor H Bushell, seconded by Councillor H Clarke and put to the vote, those in favour Councillors C Bunting, H Bushell, H Clarke, S Green, H King, L Monument, T Monument and P Morton, those against, Councillors A Grey, K Grey and P Duigan, abstentions Councillor A Brooks. It was agreed that for financial year 2021/22, the precept would be £963,395. For a band D property this equates to an additional £5.73 per year or 3.5%.

**To consider any increases in fees and charges for 2021/2022.**

Proposed by Councillor H Bushell, seconded by Councillor L Monument and put to the vote it was agreed that burial fees and Allotment fees be increased by 1% from April 2021. All other fees to remain the same.

Proposed by Councillor H Bushell, seconded by Councillor L Monument and put to the vote it was agreed that where the unit price charged is over £100, that this be rounded to the nearest 50 pence and where it is between £10 and £100 that this is rounded to the nearest 10 pence.

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

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

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

It was agreed this would be included when prioritising projects and activities on the balanced score card approach.

68. **To receive a report from aboutDereham and agree a working group of 3 or 4 Councillors to work with aboutDereham on vision for Dereham/Town Plan. (Cllr S Green)**

*The meeting was adjourned*

The meeting received the report from Mike Webb of aboutDereham in which he mentioned the Neighbourhood Plan saying that it had a very narrow focus and that there needs to be a wider vision for the town.

Mr Webb told the meeting about the Ellenor Fenn Garden at Dencora, £15,000 had been obtained from a central government grant to which Breckland Council have added a further £15,000. The project completion dated is currently planned for May 2021

Mr Webb continued by talking about Breckland Councils Town Plans for its five market towns saying that Breckland Council had already gone out to tender for consultants to deliver a town development plan for market towns, he said that there should be a joint approach/vision to this to agree priorities. Without joined-up working together, there is currently the possibility of the Town Plan being 'done to' Dereham rather than 'with' Dereham.

Mr Webb asked that a working group be set up with a remit to:

- agree a joint approach to the proposed Town Plan project
- prepare a vision for the future of Dereham
- contribute to the Town Plan project as it proceeds
- recommend longer term arrangements for regular co-ordination between the Town Council, other councils, local businesses and the voluntary and community sector
- agree permanent arrangements for consulting, prioritising, co-ordinating, delivering projects and, overtime, updating the Town Plan.

District Councillor A Webb said that she wanted to clarify that the cabinet member for the community had consulted with those Town Councillors who were also District Councillors.

*The meeting resumed*

It was agreed that a working group be set up to work with aboutDereham, the following Councillors expressed an interest in participating, Councillors A Brooks, H Bushell, P Morton, L Monument, H Clarke and P Duigan. It will be confirmed at the next Full Council meeting which Councillors are in the working

group.

69. **Exclusion of Press & Public**

Proposed by Councillor S Green seconded by Councillor L Monument 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

70. **To receive HR report and consider recommendations within. (Cllr S Green)**

The Mayor, Councillor S Green presented the HR report which showed that all allegations were unfounded.

The following recommendations were agreed:

- Review the Recruitment Process Policy which should be agreed by Councillors and the Town Clerk
- Review all job descriptions
- Provide an organisational structure chart to show the roles performed and by who.
- Review staff handbook
- That mediation be used to resolve issues when needed.

**Chairman**