

DOWNHAM MARKET TOWN COUNCIL MEETING

MINUTES OF MEETING HELD TUESDAY, 9TH JUNE 2009 AT 7.30PM

Present:	The Mayor	Cllr J W Doyle
	The Deputy Mayor	Cllr J K Fox
	Councillors	S W Blyth
		P E Freeman
		S F Geary
		J Groom
		R Leach
		Mrs S M Nunn
		J J Reed
		C T Sampson
		D J Sharman
		A D Stacey
		Mrs V F Starling
		S C Teverson
		W A Wallace
	Borough Councillors	J R Legg
	Norfolk County Council	Mrs S E L Hutson
	Norfolk Constabulary	Insp M Bates
	Town Clerk	Mrs J M Markwell
	Deputy Clerk	Mrs S D Porter

The Mayor, Cllr Doyle, notified those present of the emergency evacuation procedure from the Town Council offices.

1523. To receive Members' Apologies for Absence

Apologies had been received from Cllr S J Collins (work commitment), Cllr C Pyatt (previous engagement), Borough Cllr A M Lovett and Borough Cllr Mrs K Mellish.

The apologies were accepted.

The Mayor, Cllr Doyle, read a letter which had been received from Cllr Mick Ford.

Cllr Mrs Nunn advised members that Cllr Ford had done a lot for the Council and for the Town. The Mayor assured Members of the Council a reply had been sent and a copy was held in the day file.

1524. To receive Members' Declarations of Interest

The Mayor, Cllr Doyle, Cllrs Teverson and Wallace declared a pecuniary interest in Item 1529, To Approve the Payment of Bills.

Adjourn meeting for public participation and reports

The Mayor, Cllr Doyle, adjourned the meeting.

Police

Inspector Bates reported that it has been a busy few months for the Constabulary. In April the Police lost the Response Officer in Downham Market. The Constabulary have also started a new financial and statistical year in April 2009. Norfolk Constabulary came 2nd in the crime reduction figures in the County.

Inspector Bates reported on crimes in the last 6 weeks:

Thefts, burglaries – 0
Criminal damage – 12
Cars broken into – 3
Thefts from shops – 10
Crimes of violence – 4

The Safer Neighbourhood Team is concentrating on Anti Social Behaviour outside Tesco, the War Memorial Playing Field, Howdale Playing Field and also at Emneth. A surgery has been set up at the Priory Centre which will be on Monday 15th June 2009 from 10.00am until 12.00noon and the next CAG meeting to set up new priorities will be on Monday 22nd July from at Upwell Village Hall.

Q: There was some vandalism which took place on the Howdale Playing Field and the 0845 number (which is not a free phone number) was phoned however there was no answer after 20 minutes. (DJS).

A: This is a typical complaint and headquarters are trying to address this problem.

Q: It has been reported that excessive speeding and joyriding is happening on the Howdale. (SWB).

A: The Police are aware of this but unfortunately the BCKL&WN camera is seen only as a deterrent. Warning tickets are being handed out, if the drivers of the cars are told again their vehicle will be seized.

Q: How many vehicles have been seized? (RL).

A: This is unknown, however this will be investigated.

Q: There was an incident at the Old Fire Station Site building, where one of the doors was broken. When a member of staff reported it, the headquarters advised they could not accept the report as it was not the Town Council reporting the offence. (JWD).

A: Callers need to make it clear where they are calling from as calls are not taken from a 3rd party as these can be misleading.

Q: Reports are being received regarding vehicles being parked and using the Town Square for hours at a time. (SFG).

A: Unfortunately this is private property and the police cannot deal with this.

Cllr Blyth reported that the cleaners on the Town Square had complained about the vehicles being parked and that the drivers were quite abusive. The Town Clerk suggested that these complaints need to come through the office so they can be dealt with in the correct way.

Q: Have the notices for drinking in public places been completed yet? (JWD).

A: The Borough Council are dealing with this.

Cllr Freeman wished to thank the police for policing the vehicles parked on London Road. They are now only parking on one side of the road.

County Councillor

Cllr Mrs Hutson thanked people for support in her re-election. The Mayor, Cllr Doyle congratulated Cllr Mrs Hutson on her recent election success.

Photos have been taken of the damage caused by the Kebab Van on Cannon Square.

Borough Councillors

Cllr Legg reported that BCKL&WN staff are moving from Priory House, King's Lynn into Kings Court, King's Lynn.

Public Participation

There were no members of public present at the meeting.

The Mayor, Cllr Doyle, resumed the meeting.

1525. To receive correspondence

A list of correspondence had been circulated (Appendix 1).

Councillors did not wish to raise any matter at this time.

1526. To receive Councillors questions

Q: Is the Projects Officer still working for the Town Council and which Committee does he report to, has his time been cost effective? (JJR).

A: Mr Turner's contract ended on the 31st March 2009 with the Town Council, he would report to the Development Committee, however he still has 8 hours left to work. Copies of his reports were always attached to the back of the Development Committee Minutes. Councillors would need to assess if his time has been cost effective.

Q: Concerns have been raised regarding the Outline Planning Application which has been received for Downham Market North (09/00618/OM). All Councillors need to look at the plans which are in the office. Should we ask the Case Officer for the plan, Mrs Hannah Wood-Handy to come along and speak to the Full Council? (RL).

A: Yes the Clerk will arrange this.

Q: Skateboarding and cycling is still carrying on in Wales Court. Vendart were written to and were asked to erect sign to inform people that this is not allowed, however a response has not been received. Could they please be written to again and asked if signs could be erected? (SWB).

A: The Clerk will investigate this.

Q: The Town Clerk and Administrator will be attending a Personal Licence Course in June, what is this? (JJR).

A: This is for the Premises Licence at the Town Hall, so the Town Council can be in control of applications to run bars at the Town Hall.

Q: Could we please put pressure on the Borough Council Environmental Department and the Highways Agency to remove the Kebab Van on Cannon Square as he is now parking closer to the golden gravel, bollards and one of the new trees which is having a detrimental effect on the tree. He parks a vehicle on Cannon Square all day, to ensure he can park his van on in the evening The Town Council have spent £5,000.00 to make Cannon Square more attractive. (CP).

A: Cllr Mrs Hutson will investigate this.

1527. To Adopt the Standing Committee Minutes

Planning and Environmental Committee

Proposed – Cllr Reed

Seconded – Cllr Geary

‘That the minutes of the Planning and Environmental Committee meeting of Wednesday, 6th May 2009 (pages 2776-2779) be adopted.’

All in favour

Development Committee

There were no minutes

Car Parks and Highways Committee

Proposed – Cllr Blyth

Seconded – Cllr Freeman

‘That the minutes of the Car Parks and Highways Committee meeting of Wednesday, 20th May 2009 (pages 2796-2800) be adopted.’

All in favour

1528. To receive the Clerk’s Report

The Clerk’s Report had been circulated (Appendix 2).

The election for the vacancy in Downham Market South Ward will be held at the Sovereign Centre on Thursday 16th July 2009, the Borough Council will cover the cost of the Election, however they will not pay for the poll cards, the Town Council will have to cover this cost, and this would be in the region of £612.00.

Proposed – Cllr Fox

Seconded – Cllr Groom

‘That the vacancy of Downham Market South Ward should have Poll Cards for the Election.’

For – 3

Against – 11

Abstentions – 1

The Mayor, Cllr Doyle informed members that the motion was not carried and it was agreed that the Election will be advertised in the Downham News.

1529. To approve the Payment of Bills

A list of bills had been circulated (Appendix 3).

The Mayor, Cllr Doyle, Cllrs Teverson and Wallace, had declared a pecuniary interest in this item.

The payment for the Print Centre for the advertising of ‘Australia’ film showing had been placed on Town Council Bills for Payment. This will be moved onto the Town Hall bills for payment.

Proposed – Cllr Leach

Seconded – Cllr Stacey

‘That the bills be paid as per the attached list.’

For – 11

Against – 0

Abstentions – 3 (Declared Interest)

1530. To receive reports from the Working Parties

i. **Local Development Framework** – Mr Bill Clark has been asked to continue with the Local Development Framework and he will be attending the next Planning and Environmental Meeting on Tuesday 16th June 2009.

ii. **Old Fire Station site – Heritage Centre** – The Terms of the Lease have been agreed with the Solicitor. The documents have been passed to the Heritage Centre’s Solicitor and the Town Council are waiting for the documents to be returned.

1531. To discuss the Review of the Town Council Structure

Cllr Teverson reported that the Working Party have met twice and are in need of a two more meetings and therefore in 2-4 weeks there will be a document to consider.

1532. To receive reports from representatives of Outside Bodies

i. **Joint Burial Committee** – There was nothing to report.

ii. **West Norfolk Sports Forum** – There was nothing to report.

1533. Town Hall

i. **Report from Town Hall Interim Management Team** – Cllr Leach reported that since the last report given another two films had been shown at the Town Hall. There was a matinee performance of ‘Beverly Hills Chihuahua’ which did not do as well as the evening performance of ‘Slumdog Millionaire’. The two events together made £95.76. The next showing is ‘Australia’ on Saturday 20th June 2009.

The Town Hall has been deep cleaned which has raised a few concerning issues regarding the cleaning at the Town Hall, a training programme will be put in place soon to hopefully rectify this problem.

There will be a Public Consultation in relation to the Feasibility Study on Saturday 18th July 2009 from 10.00am – 12.00noon with Parsons and Whittley. All residents, users and Councillors are welcome to attend.

1534. Report on the Howdale Community Centre

There will be a Trustees meeting on Wednesday 10th June 2009.

1535. Car Park Charging

Cllr Blyth reported that the Car Parks and Highways Committee had been discussing car park charging. Cllr Freeman had submitted a report. It is hoped that at the next Full Council meeting there will be a full report.

1536. To discuss taking back the Town's remaining assets held by the BCKL&WN

A document had been circulated to all members (Appendix 4).

After a detailed discussion members agreed the Working Party would draw up an action list with the Town Clerk and then it will be discussed with Cllr N Daubney, Leader of the BCKL&WN.

1537. To discuss any urgent items as agreed by the Mayor

There were no urgent items to discuss at this meeting.

1538. Mayors Announcements

- Anglia In Bloom judging will take place on Tuesday 21st July 2009.
- There will be a Tea Dance held in the main hall at the Town Hall on Wednesday 23rd September 2009, 2.30pm – 4.30pm in aid of the Mayor's Charity, Rebecca's Wishes.
- A meeting has been held with Chris Bamfield and Neil Grommett of the BCKL&WN to discuss the MUGA. This is now going ahead and will hopefully be completed before the Summer Holidays.
- The Festival Committee won the draughts competition in the Festival Week this year.
- The Mayor, Cllr Doyle had worked in BREAK charity shop for 4 hours.

The Mayor thanked everyone for attending and closed the meeting at 8.28pm.

Chairman

Date