

Mrs K A Mellish

Town Clerk	Mrs J M Markwell
Deputy Clerk	Mrs S D Porter
Press Correspondent	Ms S Hewitt
Members of Public	1

1064. To receive members Apologies for Absence

Apologies had been received from Cllr P B Sharp (holiday) and Borough Cllr A M Lovett.

The apologies were accepted.

1065. Evacuation Procedures

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

1066. To receive members Declarations of Interest

The Mayor, Cllr Doyle, and Cllr Leach declared a prejudicial interest in Item 1073, to approve the Payment of Bills.

The Mayor, Cllr Doyle, adjourned the meeting for public participation and reports.

Public Participation

Members of the public did not wish to address the meeting.

County Councillor Report

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Cllr Mrs Hutson reported:

- She had been working with schools and the Education Department at County Hall to examine the method for predicting student numbers and the formula had proved to be extremely precise.

Cllr Fox advised that a large developer had recently informed the Council that their company would not need to provide S106 money for education as there was no requirement for it. Cllr Mrs Hutson would query this with NCC.

Cllr Teverson noted that at a recent meeting, NCC had announced that sufficient funds would be earmarked by 2011 to rebuild 7 schools within the county.

Borough Councillor Reports and Questions

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The Borough Councillors had nothing to report.

The Mayor, Cllr Doyle, resumed the meeting.

1067. To approve the Minutes of the Full Council Meeting

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The minutes of the Town Council meetings held on Tuesday, 8th May 2007 (pages 2131-2139) and Tuesday, 15th May 2007 (pages 2140-2147) were approved and signed as a true and accurate record.

The Mayor, Cllr Doyle, announced that the Town Council Mayor's team had won the cup for the draughts competition during Festival Week.

1068. To co-opt new Councillors for the following wards:

North Ward (1) Old Town Ward (1) East Ward (4)

North Ward

One candidate had applied in writing asking to be considered for co-option in the North Ward; Mr William Clark. A copy of his letter had been circulated to all members. The Mayor, Cllr Doyle, advised that no other written applications had been received.

Councillors completed a secret ballot. The Clerk counted the votes and sealed the ballot papers. The Mayor, Cllr Doyle, confirmed that a majority vote had been received for Mr Clark and he was duly elected as a Town Councillor. Mr Clark signed his Declaration of Office and Code of Conduct.

Old Town Ward

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One candidate had applied in writing asking to be considered for co-option in the Old Town Ward; Mr Jeffrey Reed. A copy of his letter had been circulated to all members. The Mayor, Cllr Doyle, advised that no other written applications had been received.

Councillors completed a secret ballot. The Clerk counted the votes and sealed the ballot papers. The Mayor, Cllr Doyle, confirmed that a majority vote had been received for Mr Reed and he was duly elected as a Town Councillor. Mr Reed signed his Declaration of Office and Code of Conduct.

East Ward

Five candidates had applied in writing asking to be considered for co-option in the East Ward; Mr Stephen Blyth, Mr Chester Bond, Mr Stephen Geary, Mrs Gill Purslow and Mrs Roseanne Keates. Copies of their letters had been circulated to all members. The Mayor, Cllr Doyle, advised that no other written applications had been received.

Councillors completed a secret ballot. The Clerk counted the votes and sealed the ballot papers. The Mayor, Cllr Doyle, confirmed that Mr Stephen Blyth, Mr Stephen Geary, Mrs Gill Purslow and Mrs Roseanne Keates had received a majority vote and they were duly elected as Town Councillors. Each member signed their Declaration of Office and Code of Conduct.

The Mayor, Cllr Doyle, welcomed the new members to the Council and they were invited to join the meeting.

1069. To receive Correspondence

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

There were no questions.

1070. Councillor's Questions

Q: At the last Full Council meeting the police were asked to enforce parking restrictions on the shoe shop in the High Street and on Cannon Tyres in Church Road, but both areas are still being abused. The shoe shop parks two vehicles in the High Street all day, every day, and Cannon Tyres have been provided with police cones allowing them to park their vehicles on the pavement. Could the Clerk write to Inspector Bates informing him that this is totally unacceptable? (RL).

A: Yes.

Q: Has the Clerk been in touch with Morrisons regarding the pavements they have dug up but not replaced with stone? (MGF).

A: The Clerk has informed Morrisons where to collect the stone from and that the cost will be borne by them. It was noted that Cllr Nick Daubney had been advised that pavements are left in a poor state when utility companies dig them up.

Q: An Italian Market is being held on the Town Square with the overspill of stalls on the Town Hall car park on 5th July 2007. Could this be approved at this meeting as the next Car Parks and Highways Committee does not meet until after the event? (ADS).

A: Yes.

Proposed – Cllr Leach

Seconded – Cllr Mrs Roberts

‘That the overspill of market stalls for the Italian Market goes on the Town Hall Car Park at the Wales Court end, only when all available space on the Town Square is occupied.’

For – 15

Against – 4

Abstention – 0

1071. To Adopt the Standing Committee Minutes

Car Parks and Highways Committee

Proposed – Cllr Stacey

Seconded – Cllr Mrs Roberts

‘That the minutes of the Car Parks and Highways Committee meeting of Tuesday, 22nd May 2007 (pages 2148-2151) be adopted.’

All in favour

Planning and Environmental Committee

Proposed – Cllr Fox

Seconded – Cllr Freeman

‘That the minutes of the Planning and Environmental Committee meetings of Wednesday, 9th May 2007 (pages 2139a-2139b) and Wednesday, 23rd May 2007 (pages 2152-2157) be adopted.’

All in favour

1072. To receive the Clerk’s Report

The Clerk had nothing to report at this meeting.

1073. To approve the Payment of Bills

A list of bills had been circulated (Appendix 2).

The Mayor, Cllr Doyle, and Cllr Leach had declared a prejudicial interest in this item.

Proposed – Cllr Mrs Roberts Seconded – Cllr Sampson

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

For – 17 Against – 0

Abstentions – 2 (Declared Interests)

1074. To approve the accounts of 2006/2007

The 2006/2007 accounts had been inspected by the Audit Commission. A copy had been circulated to all members.

Proposed – Cllr Sampson

Seconded – Cllr Pyatt

‘That the accounts for 2006/2007 are approved.’

All in favour

1075. To discuss the upgrading of the area surrounding the War Memorial

The Mayor, Cllr Doyle, advised that the Town Council, in conjunction with the Royal British Legion, would like to tidy up the area surrounding the war memorial. An inspection of the area had been carried out by an independent surveyor which provided evidence that the stability of the war memorial was sound but the area around it appeared to be subsiding due to either a leaking water pipe or sewage leak. A letter had recently been sent to Anglian Water regarding this and a response was being awaited.

1076. Report from Cllr Pyatt on the Howdale Community Centre

Cllr Pyatt advised that the Town Council were the Custodian Trustees for the Howdale Community Centre and Norfolk County Council owned the Centre.

Cllr Pyatt advised that he had been a member of the Howdale Community Centre Management Committee as a representative for the Football Club but as

of today would be stepping down as a member of the football club and would therefore like to continue on the Management Committee as a representative of the Council.

Proposed – The Mayor Cllr Doyle

Seconded – Cllr Fox

‘That Cllr Pyatt remains on the Howdale Community Centre Management Committee as a Town Council representative.’

All in favour

Cllr Pyatt reported that the AGM was being held on Wednesday, 13th June 2007 at 7.45pm at the Town Council offices. New members were welcome to join the Committee. Cllr Pyatt thanked the Mayor, Cllr Doyle, for attending the Football Club’s Presentation Day as a spectator of the football matches on Sunday, 20th May 2007.

1077. Update on the acquisition of the Town Hall

Cllr Ford reported that the Town Council were investigating the acquisition of the Town Hall from the BCKL&WN. The Working Party had recently met with Cllr Nick Daubney, Leader of the BCKL&WN, who appeared to be very much in favour of the potential transfer. An independent survey had been commissioned by the Town Council last year. It looked unlikely that the BCKL&WN would agree to indemnity insurance but may fund some of the money required to bring the Town Hall back into a good state of repair.

1078. Report on Anglia in Bloom

The Mayor, Cllr Doyle, advised that the judging for Anglia in Bloom would take place on Thursday, 12th July 2007 at 2.00pm. The judges had sent an entrants pack to the Deputy Clerk and this had been studied by most of the Committee members. A horse and cart would be transporting the judges on the day.

The Deputy Clerk confirmed that hanging baskets and planters would be placed around the Town within the next two weeks.

1079. To consider delegates for:

NALC Conference 5th – 7th October in Bournemouth

SLCC Conference 26th – 28th October in Coventry

NALC Conference

Cllr Teverson volunteered to attend the NALC Conference in Bournemouth on 5th – 7th October 2007.

SLCC Conference

Proposed – Cllr Teverson

Seconded – Cllr Mrs Roberts

‘That the Clerk and Deputy Clerk attend the SLCC Conference in Coventry on 26th – 28th October 2007.’

All in favour

1080. To discuss request from WI to use meeting room on a Thursday afternoon between 2pm and 4pm

The Clerk advised that the WI currently used the Red Cross hut in Howdale Road for their weekly meetings but this would not be available from 1st January 2008. At this stage the WI were making preliminary enquiries for a new venue. The numbers of members were between 14 and 18.

A short discussion took place and members agreed that due to the increased amount of Council meetings the WI should be encouraged to find alternative venues. If one could not be found the Council would reconsider their request. The Clerk would advise the WI.

1081. To ratify decision of the Car Parks and Highways Committee ‘That permission is refused for Herwich Reclaim to place a clothes bank on the Hollies Car Park’

Cllr Stacey reported that Herwich Reclaim had requested permission to place a clothes bank on the Hollies car park and the Committee members had agreed that because charity shops accepted recycled clothes and the recycling bank on the Hollies car park would occupy further parking spaces this should be declined.

Proposed – Cllr Stacey

Seconded – Cllr Sampson

‘That this Council approves the decision of the Car Parks and Highways Committee to refuse permission for Herwich Reclaim to place a clothes bank on the Hollies Car Park.’

All in favour

Cllr Mrs Nunn noted that consideration should be given to the relocation of the existing bottle, paper and can banks on the Hollies Car Park to a more suitable location.

Proposed – The Mayor Cllr Doyle

‘To invoke Standing Order 17, in order to vary the order of business and allow the confidential items to be discussed under confidentiality at the end of the meeting.’

All in favour

1082. Mayor's Announcements

The Mayor advised that he had attended a Scouts function where he abseiled down a building with some of the children. Photographs would be available in the office shortly.

1083. To discuss recommendation from Car Parks and Highways Committee regarding the monitoring of the Town Car Parks (confidential item)

See Confidential Report.

Proposed – Cllr Fox

Seconded – Cllr Ford

‘That this Council cancels the contract with NCP with immediate effect providing this can be done legally and if not able to, give three months notice as stated in the contract.’

All in Favour

1084. To discuss the recommendation from the Fire Station Working Party on the tenders for the construction of the new car park (confidential item)

See Confidential Report.

Proposed – Cllr Fox

Seconded – Cllr Sampson

‘That this Council contracts Norfolk County Council to undertake the development work on the fire station site, as stated in the tender received.’

All in Favour

1085. Human Resources report (confidential item)

See Confidential Report.

Proposed – Cllrs Mrs Roberts

Seconded – Cllr Groom

‘That the position of Assistant General Duties Officer is employed for four hours every alternate week at a rate of £6.50 per hour, subject to acceptable references.’

All in favour

The Mayor, Cllr Doyle, closed confidentiality and resumed the meeting.

The Mayor thanked everyone for attending and closed the meeting at 8.52pm.