

DOWNHAM MARKET TOWN COUNCIL MEETING

MINUTES OF MEETING HELD TUESDAY, 10TH MARCH 2009 AT 7.30PM

Present:	The Mayor	Cllr R Leach
	The Deputy Mayor	Cllr J W Doyle
	Councillors	S W Blyth
		W A Clark
		S J Collins
		M G Ford
		J K Fox
		P E Freeman
		J Groom
		Mrs S M Nunn
		C Pyatt
		J J Reed
		D J Sharman
		A D Stacey
		S C Teverson
		W A Wallace
	County Councillor	Mrs S E L Hutson
	Borough Councillors	J R Legg
		A M Lovett
		Mrs K Mellish
	Town Clerk	Mrs J M Markwell
	Deputy Clerk	Mrs S D Porter
	Norfolk Constabulary	Inspector M Bates
	Press Correspondent	Ms S Hewitt
	BCKL&WN Guests	Mr D Allen, Principal Planner-Policy
		Mr N Campbell, Senior Planning Officer (LDF)
		Mr A Gomm, LDF Manager

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

1445. To receive Members' Apologies for Absence

Apologies had been received from Cllr S F Geary (hospital appointment), Cllr Mrs P A Roberts (illness), Cllr C T Sampson (prior meeting) and Cllr Mrs V F Starling (holiday).

Cllr Mrs Nunn would be late to the meeting.

1446. To receive Members' Declarations of Interest

The Mayor, Cllr Leach, Cllr Reed and Cllr Wallace declared a pecuniary interest in Item 1452, Payment of Bills.

Adjourn meeting for public participation and reports

The Mayor, Cllr Leach, adjourned the meeting.

Police

Inspector Bates reported on crimes in the past two months:

- 0 Crimes of violence.
- 3 Domestic related assaults.
- 8 Criminal damages (2 domestic related).
- 1 Vehicle theft.
- 3 Arrests for drug offences (community based intelligence).
- 1 Burglary to dwelling.
- 1 Burglary to garage.
- 1 £20.00 note snatched.
- 7 Theft of milk monies (arrests were made for these incidents)
- 4 Thefts from shops (offenders have been banned from Downham Market).
- 8 Theft from vehicles.
- 5 Purse thefts.
- 5 Skimming devices in ATM cashpoints.

Cllr Mrs Nunn arrived at the meeting at 7.35pm.

Inspector Bates continued to report that the Safer Neighbourhood Team (SNT) priorities were Hockwold, Emneth and the War Memorial Playing Field.

The next Community Action Group meeting would be held in Emneth on Friday, 3rd April 2009.

On Monday, 6th April 2009 the response teams would be allocated to King's Lynn.

Q: Can anything be done about the parking on London Road, near the Live and Let Live public house, where vehicles park on both sides of the road causing an obstruction to other motorists? (JKF).

A: With no double yellow lines in a 30pmh limit, the police are unable to impose penalties.

Q: During the seatbelt campaign in February, three police cars were situated in Priory Road for a long period of time. Isn't this a waste of resources? (SWB).

A: Campaigns such as this one are dealt with by traffic officers, and does not affect the manpower of the duty police.

Q: Are all police officers being transferred to King's Lynn? (SWB).

A: Downham Market will have 6 PCSOs, 6 SNT PCs and 2 Sergeants. Briefing for all officers will take place in King's Lynn.

Inspector Bates left the meeting at 7.43pm.

Local Development Framework – Core Strategy – presentation by Borough Council of King's Lynn and West Norfolk

Mr Alan Gomm provided a brief summary of the Core Strategy Regulation 25 draft document. The Core Strategy is the main document in setting out the long term strategy, including the vision and objectives for the area and broad policies for steering and shaping new development. It will guide development and the use of land up to 2025. The Core Strategy forms one part of the Local Development Framework (LDF) which will replace the existing Local Plan. The

BCKL&WN were currently carrying out a public consultation exercise to help shape the future of the Borough. Responses to the draft Core Strategy would need to be submitted by Monday, 6th April 2009.

Mr Dave Allen confirmed that part of the document included the housing allocation in Downham Market; the housing allocation was 3,000, 1,400 of which had already been built and 1,100 had been granted planning permission, leaving only 500 new allocations. In 2006, a study showed that Downham Market had a historic, viable, vital market town centre, with advice that it should continue to be tracked in order that it stayed that way.

Cllr Groom arrived at the meeting at 7.54pm.

Mr Allen advised that the allocations within the document were not fixed and Councillors should consider whether mixed-use (industrial and residential) allocations should be considered and the preferred or potential areas in which they could be sited.

Cllr Ford raised concern regarding the lack of infrastructure. Mr Allen confirmed that under the new planning system, sufficient infrastructure would have to be put in place prior to any large development taking place.

The Mayor, Cllr Leach, advised that the current sewerage and drainage systems were inadequate. Mr Allen confirmed that the future planning system would ensure that developers liaised with the BCKL&WN officers far more than had been the case in the past regarding drainage issues. A water cycle study had also been conducted to investigate these matters.

Cllr Teverson advised that the Eastern Regional Spatial Strategy had allocations for approximately 540,000 additional dwellings, equating to 70,000 for the whole of Norfolk, of which 12,000 would be placed in the Borough. Mr Gomm confirmed that the 12,000 allocations within the Regional Spatial Strategy were projected statistics to 2021. The Regional Spatial Strategy is the umbrella document under which County and District Councils prepare their LDFs. Because the LDF is unlikely to be adopted until 2010-2011, allocations for 15 years need to be stated; hence the allocations would need to be proposed until 2025-2026. Cllr Teverson asked if the Eastern Regional Spatial Strategy was being increased by an additional 250,000 dwellings and would it then be the case that the Borough allocation would increase to 18,000. Mr Gomm replied that this was currently under discussion.

Cllr Doyle reported that the two primary schools were full; when those students finished school they would need employment and houses to live in. Mr Gomm agreed that these matters were extremely important and should be taken into account.

The BCKL&WN would be holding a public exhibition in Downham Market Town Hall on Thursday, 12th March 2009 from 2.00pm to 7.00pm.

Mr Allen, Mr Campbell and Mr Gomm left the Council Chambers at 8.08pm.

County Councillor

Cllr Mrs Hutson reported that the problems with street lighting in Ryston End had been dealt with by Highways.

The work on Cannon Square was still ongoing. Due to health and safety, railings would be positioned on top of the whole wall. Concern was raised that the County, Borough and Town Councils had not communicated sufficiently with each other regarding the addition of the railings. Cllr Fox would refer this matter to the Car Parks and Highways Committee.

Borough Councillor

Cllr Mrs Mellish reported that a leaflet regarding dog fouling had recently been sent to all businesses to display in their premises.

Mr John Lester, Lester's Hairdresser, had sent a letter of complaint to her regarding the kebab van on Cannon Square. His grievance was projected at the customers of the van who made a lot of noise, left litter on Cannon Square and urinated outside his shop. Cllr Mrs Mellish had established that the police had not received any complaints about these incidents. Highways had confirmed that they had no intention of moving the van off site. The BCKL&WN Environmental Health team would be investigating the reports.

The toilets on The Howdale were being utilised well and were cleaned on a regular basis. The anti-climb paint had not yet been placed on the roof due to the legalities of signs having to be erected first.

A meeting had been held to discuss the culvert, adjacent to The Rowans and the Tesco store, where it had been confirmed that as no owner had been exposed, the culvert would become 'riparian ownership'. The adjacent dwellings would be written to shortly advising that they would share responsibility for it.

Public Participation

There were no members of public present.

The Mayor, Cllr Leach, resumed the meeting.

1447. To approve the Minutes

The minutes of the Town Council meeting held on Tuesday, 10th February 2009 (pages 2697-2703) were approved and signed as a true and accurate record.

1448. To receive correspondence

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

29.01.2009 – Printout of Power Point presentation given by Simon Warner – Green Infrastructure Strategy

Cllr Groom enquired whether the green infrastructure study would be included within the LDF document. The Clerk confirmed the study was work in progress and would not form part of the LDF at this time.

1449. To receive Councillors questions

Q: The BCKL&WN are 5 years behind many other Borough and District Councils regarding the adoption of the LDF. Could Borough Councillors confirm their views on the draft LDF regarding the future development of Downham Market? (SCT).

A: Downham Market is being swamped with development and the preference would be to keep future development to a minimum (reply by Cllr Mrs Mellish).

Q: Has a letter of congratulations been sent to the new Head Teacher of the High School? (MGF).

A: Yes, a copy of the letter is in the Day File with the correspondence.

1450. To Adopt the Standing Committee Minutes

Finance and General Purposes Committee

Cllr Teverson noted that the following proposition under Item 916, page 2691, should read:
*'That this Committee recommends to Full Council that the staff receive a 2.5% salary increase with effect from 1st April 2009, pending the National announcement. If the National announcement is more, the salaries will be increased and backdated. If it is less the salaries will **not** be reduced ~~but~~ and no clawback will be made.'*

Proposed – Cllr Teverson

Seconded – Cllr Stacey

'That the minutes of the Finance and General Purposes Committee meeting of Tuesday, 3rd February 2009 (pages 2686-2691) be adopted with the above amendment.'

For – 15

Against – 0

Abstentions – 1

Planning and Environmental Committee

Proposed – Cllr Reed

Seconded – Cllr Clark

'That the minutes of the Planning and Environmental Committee meetings of Wednesday, 4th February 2009 (pages 2692-2696), Tuesday, 17th February 2009 (pages 2704-2708 and Tuesday, 24th February 2009 (pages 2709-2716) be adopted.'

All in favour

Development

Proposed – Cllr Ford

Seconded – Cllr Blyth

'That the minutes of the Development Committee meeting of Tuesday, 27th January 2009 (pages 2680-2685) be adopted.'

All in favour

1451. To receive the Clerk's Report

The Clerk had nothing to report to this meeting.

1452. To approve the Payment of Bills

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

The Mayor, Cllr Leach, Cllr Reed and Cllr Wallace had declared a pecuniary interest in this item.

Proposed – Cllr Stacey

Seconded – Cllr Fox

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

For – 13

Against – 0

Abstentions – 3 (Declared Interests)

1453. To receive reports from representatives from Outside Bodies and Working Parties

i) Local Development Framework

There was nothing to report to this meeting.

ii) West Norfolk Sports Council

There was nothing to report to this meeting.

iii) Joint Burial Committee

Cllr Fox provided a report (Appendix 3).

1454. Town Hall

i) Report from Town Hall Management Team

Cllr Ford reported that a licence for marriages and civil ceremonies had been received and bookings could now be taken for such events at the Town Hall. Cinemas had been booked for the Town Hall; Mama Mia on Thursday, 9th April 2009 and Secret of Moonacre (children’s film in the morning) and Slumdog Millionaire on Saturday, 23rd May 2009.

Cllr Ford, the Projects Officer and the Administrator had visited Hadleigh Town Hall on Monday, 9th March 2009 for inspirational ideas.

1455. Report on the Howdale Community Centre

A report from Cllr Pyatt had been circulated (Appendix 4).

Cllr Mrs Mellish would liaise with the BCKL&WN Dog Warden department to request more patrols on the Howdale Community Centre fields, Memorial Playing Fields and The Howdale in order to catch and possibly prosecute owners that do not clean up their dog faeces.

Cllr Ford confirmed that the youth workers would be coordinating competitions for use of the graffiti wall.

The Clerk would liaise with Cllr Mrs Hutson regarding the purchase of the Howdale Community Centre.

1456. Report on the Old Fire Station site – Cllr J K Fox to report

Cllr Fox reported that the Working Party had held a meeting with the Heritage Society to discuss the Heads of Terms. The Heritage Society had requested certain adjustments to be made to the document. The document would be referred to the Finance and General Purposes Committee and brought back to Full Council for approval.

1457. Car Park Charging – Report from Cllr S Geary

Recommendations from the Car Park Charging Working Party would be referred to the Car Parks and Highways Committee meeting being held on Tuesday, 17th March 2009 and a report would be made to Full Council in April.

1458. To discuss taking back the Town’s remaining assets held by the BCKL&WN

A report from Cllr Teverson had been circulated (Appendix 5).

Proposed – Cllr Teverson

Seconded – Cllr Doyle

‘That Downham Market Town Council wishes to thoroughly research the financial and personnel issues relating to their taking ownership of, responsibility for and being in receipt of precepted funds to maintain, The Willows Nature Reserve, and The Howdale from the BCKL&WN. Further, that a Working Group report back within 2 months to Full Council with a business plan and clear recommendation as to whether or not to proceed and that the Council continues research and discussions regarding the Memorial Playing Field.’

All in favour

It was noted that ‘Friends of The Willows’ were an autonomous group from the BCKL&WN and the Town Council. Their contribution would not elapse if, and when the Town Council were to take ownership of The Willows Nature Reserve.

A Working Party was formed to investigate taking ownership of the Towns’ remaining assets. The members would be Cllr Collins, Cllr Groom, Cllr Leach (after his Mayoral year concludes), Cllr Mrs Nunn and Cllr Teverson (as Chairman).

1459. To discuss and agree Child Protection Policy

A copy of the Child Protection Policy had been circulated (Appendix 6).

Proposed – Cllr Doyle

Seconded – Cllr Groom

‘That this Council adopts the Child Protection Policy.’

All in favour

1460. To discuss Cllr Mrs S M Nunn’s letter regarding Nordelph Unit, High Haven (all members have been forwarded copies of letters from Cllr Mrs S M Nunn and County Cllr Mrs S E L Hutson)

A short discussion took place and Councillors felt that it was not within the remit of this Council to send a letter of protest regarding the facilities of the Nordelph Unit, High Haven. Cllr Mrs Hutson confirmed that she had personally carried out a site visit and prepared a report based on her findings, which had been forwarded to Norfolk County Council, with a copy to Cllr Mrs Nunn. Cllr Mrs Hutson had received a response from Norfolk County Council on Monday, 9th March 2009, which confirmed that periodic inspections were conducted at High Haven and also that the details within her report had been noted.

It was agreed that should they wish to, individual Councillors could write to the Primary Care Trust and/or Norfolk County Council regarding the Nordelph Unit facilities.

1461. To discuss any urgent items as agreed by the Mayor

There were no urgent items to be discussed at this meeting.

1462. Mayors Announcements

- Friday, 20th March 2009 at 9.00am – St Winnold’s Breakfast, Town Hall (parade to start at Council offices).
- Friday, 20th March 2009 in the evening – Dinner and a performance by DADS, Town Hall (tickets £10.00 per person).
- Friday, 27th March 2009 at 6.00pm – Young Citizens’ Awards, Town Hall.
- Wednesday, 1st April 2009 at 7.30pm (7.00pm informal meeting) – Annual Town Meeting, Town Hall.
- Thursday, 23rd April 2009 and Saturday, 25th April 2009 – St George’s Day events. Tickets are available from LEWKS for the evening events.
- July – Downham in Bloom judging.
- Saturday, 17th October 2009 – Community Fair, Town Hall
- Friday, 30th October 2009 – Halloween Fun Day

Public Bodies (Admission to Meetings) Act 1960 – following the exclusion of the public and press

Proposed – The Mayor, Cllr Leach

Seconded – Cllr Stacey

‘To invoke Standing Order 5a, that in the view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the public and/or the press be temporarily excluded and they are instructed to withdraw.’

All in favour

The County and Borough Councillors and the Clerk and Deputy Clerk left the Council Chambers at 9.00pm.

1463. Human Resources – to discuss any matters referred from Finance and General Purposes Committee

Proposed – Cllr Collins

Seconded – Cllr Fox

‘That this item is adjourned and that this Council holds an extraordinary meeting to discuss human resources where salary figures will be made available.’

All in favour

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

The Mayor thanked everyone for attending and closed the meeting at 9.30pm.

Chairman

Date