



004	<p><b><u>To receive Members' Declarations of Interest</u></b></p> <p>There were no Declarations of Interest made.</p>	
005	<p><b><u>To approve the minutes of the meeting held on 20 August 2019</u></b></p> <p><b>Proposed – Cllr Doyle                      Seconded –Cllr Pyatt</b></p> <p><b>'That the minutes for the meeting held on 20 August 2019 be approved as a true record of the meeting.'</b></p> <p><b>2 In Favour – Cllrs Doyle &amp; Pyatt</b></p> <p><b>3 Abstentions – Cllrs Incorvaia, Jordan &amp; Pegg – They were not on the Council in 2019</b></p> <p><b>The minutes were passed</b></p>	
006	<p><b><u>Public Participation – 15 minutes allowed</u></b></p> <p>Cllr Daymond spoke as a member of the public and advised that the boat, used by the Downham In Bloom Committee, off Bridge Road, had been attacked for a second time. Cllr Daymond advised that the Committee were due to meet on Monday 06 June 2022 to decide what action was required.</p> <p>The Town Clerk is to complete a drive by to ensure the site remains safe.</p>	<b>GS</b>
007	<p><b><u>To discuss and agree actions to be taken following receipt of the valuation on the Town Council Offices, 15 Paradise Road</u></b></p> <p><b>Proposed – Cllr Doyle                      Seconded –Cllr Pyatt</b></p> <p><b>'That the Committee recommend to Full Council that the premises at 15 Paradise Road, Downham Market be rented or leased instead of sold.'</b></p> <p><b>All In Favour</b></p> <p><b>Proposed – Cllr Doyle                      Seconded –Cllr Pyatt</b></p> <p><b>'That the Committee recommend to Full Council that the staff move into the Town Hall no later than 31 January 2023.'</b></p> <p><b>All In Favour</b></p>	<b>GS</b>      <b>GS</b>



011	<p><b><u>To discuss and agree electric charging points for Town Council owned Car Parks</u></b></p> <p><b>Proposed – Cllr Jordan                      Seconded –Cllr Doyle</b></p> <p><b>‘That the Council proceed with Electric Charging Points in the Paradise Road Car Park, Hollies Car Park and Priory Road Car Park, subject to a site survey and agreement by the Committee on location with BP Pulse.’</b></p> <p><b>4 In Favour - Cllrs Doyle, Incorvaia, Jordan and Pegg</b> <b>1 Against – Cllr Pyatt</b></p> <p>The Town Hall Car Park was discussed however it was felt that the Car Park was not currently suitable for the installation of Electric Charging Points due to its size.</p> <p>The Town Clerk is to arrange a site survey with BP Pulse and to check who would be responsible if the Electric Charging Points were vandalised during the duration of the contract.</p>	GS
012	<p><b><u>To receive an update on Property Portfolio and agree any actions required</u></b></p> <p>The premises rented / leased by the following were discussed:</p> <p>Paradise Garage – No change required. Morrisons – Currently overpaying as including a VAT calculation. To discuss with accounts. Requested Parking Orders to be reinstated. Request to Car Park Management Committee to be made. Norfolk and Waveney Mind – Rent review due Jan 2023. To be diarised. Downham and District Heritage Centre - No change required.</p>	GS GS GS
013	<p><b><u>To receive an update on Market attendance and agree any actions required</u></b></p> <p>2 monthly traders have left the market having not given the month’s notice required under the licence. No action to be taken.</p> <p>1 historic trader returning to the market on Saturday 04 June 2022</p>	

	<p><b>Proposed – Cllr Pyatt                      Seconded –Cllr Incorvaia</b></p> <p><b>‘That the Town Clerk arrange a Market Trader meeting to discuss redesigning the existing market layout to overcome concerns that there is reduced trade on the Town Hall side of the Car Park.’</b></p> <p><b>All In Favour</b></p> <p>It was noted that there is concern that information is not being passed to the Town Clerk regarding new trader interest or trader concerns / complaints.</p> <p>Staff and Traders to be reminded that all enquires and concerns should go through the office to ensure a consist message is received, concerns are resolved and the correct offers are discussed.</p> <p>It was agreed by Full Council on 31 May 2022 that Trial Traders be offered 1 Month Free and 1 Month half price for a 3m x 3m stall. It was agreed that Trial Traders would be charged £20 for the 8-week period. This is to be paid prior to the first day of trading.</p>	<p><b>GS</b></p> <p><b>GS</b></p>
014	<p><b><u>To agree the date of next meeting</u></b></p> <p>Wednesday 06 July 2022 at 6pm at Town Council Offices</p>	
	<p>Meeting closed: 19:02</p>	
	<p><b>SIGNED</b></p>	<p><b>DATE</b></p>