DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE

THURSDAY 7 NOVEMBER 2024 5.30pm

In the Town Hall, Bridge Street, Downham Market, PE38 9DW

In the Town Hall, Bridge Street, Downham Market, PE38 9DW			
	Present		
	Cllrs Leivers, Wiles, Buxton, Hobbs (joined at 6pm), Cllr Peach (joined 6.15pm)		
	Cllr Lane was also in attendance		
	Tina Griffin, Deputy Clerk		
	Members were reminded of the emergency exits/muster point and asked to turn mobile phones to silent		
No	Item		
1	To receive Members' apologies for absence		
	Apologies were received from Cllr B Moyses.		
	Cllr Peach apologised in advance for her late arrival.		
	The apologies were accepted.		
2	To receive Members' Declarations of Interest None		
3	To approve the minutes of the previous meeting of the committee held on 29 October 2024		
	Proposed: Cllr Wiles Seconded Cllr Buxton All in favour 'That the minutes of the previous meeting of the committee held on 29 October 2024 are approved.'		
4	Public Participation – 15 minutes allowed		
	There were no members of the public in attendance.		
	However Cllr Lane expressed his interest in item 7. He also mentioned that he is in the		
	process of putting together a community group for Downham in Bloom next year, which would take on the responsibility and organisation for the competition. He said this was in conjunction with one other volunteer at this time, however he was hopeful that others		
	would join him.		
5	To discuss priorities from the ideas generated at the Business Meeting on 18.9.24 and		
	agree actions		
	Members noted ideas they thought were achievable by the Town Council at this time:		
	Love My Town – DMTC has been fortunate in obtaining grants for two events –		
	Gingerbread Family Day, and an RAF Celebration event. The Mayor, Clerk and Deputy Clerk		
	are meeting with the Borough Regeneration and Economic Development Support officer to		

explore opportunities and longer term projects, some of which could be based on ideas generated at the meeting.

Conservation Team – there has recently been evidence that the team are checking shop signage planning permissions. DMTC to liaise.

Cycle routes – DMTC to put pressure on those responsible for cycle routes to improve information.

Family events – DMTC offer a range of events of an inclusive nature with a couple of new events planned for next year subject to funding and volunteer support.

Coach Parking – confirmed that the two bays in Priory Rd have no waiting restriction which would allow coaches to park up during the coach tours. DMTC to promote this facility to coach companies.

Map of shops – contact will be made with Framin Art the owner of which has volunteered to produce an engaging version which can be given out to visitors and residents.

Business improvement district – canvassing of business owners took place and it was generally felt this was not something they wish to pursue.

Specialist markets – Members were supportive of holding a small music event on the Market Square to coincide with a themed market, probably on a Sunday during the summer next year. This will be subject to funding and volunteer support.

To update on signage discussion with Borough Tourism Officer, and discuss longer term options for the Information Point at The Hollies. Agree any actions.

Following the discussions at the previous meeting, the Deputy Clerk has met with the Borough Tourism Officer who has given invaluable advice about how this might proceed. He had suggested that some funding could be available through KLWNBC grants depending on timing.

Proposed Cllr Leivers Seconded Cllr Hobbs All in favour

'That a project be undertaken to address the issues highlighted in the signage audit report and also listed at the Business meeting. The Deputy Clerk was asked to undertake work on the project, initially focussing on improvements to the 'Finger Posts' and signage promoting the location of shops throughout the town centre.'

7 To consider and agree further budget requirements for 2025-6

Members reviewed the list of events and agreed a list which would add to the previously agreed budget requests.

Proposed Cllr Leivers **Seconded** Cllr Hobbs **All in favour** 'That £12,530 budget be requested for events and a £3,200 budget for Signage and information point projects. Total £15,730.'

8	To agree date of next meeting – To be advised.		
	Note the meeting scheduled for 18 December 2024 had previously been cancelled.		
	Meeting closed 7pm		
	Signed	Dated	