

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

9 January 2024 6pm
In the Town Council offices

	<p>Present Cllrs: Buxton (Chair) Leivers, Lane, Daymond, Westrop, Hobbs Borough Cllrs Ring and Bullen</p> <p>Tina Griffin – Deputy Clerk Jo Andrews – Administrator</p>
No	Item
1	<p>To receive Members’ Apologies for Absence Apologies were received from Cllr Bet Moyses after the meeting.</p>
2	<p>To receive Members’ Declarations of Interest No pecuniary interests were declared.</p>
3	<p>To approve the minutes of the previous meeting of the Community Development & Events Committee held on 15 November 2023</p> <p>Proposed: Cllr Lane Seconded: Cllr Westrop All In Favour</p> <p>‘That the minutes of the Community Development Committee meeting held on 15 November 2023 be approved.’</p>
4	<p>Public Participation – 15 minutes allowed</p> <p>No members of the public were present.</p>
5	<p>Question and Answer session with Borough Councillor Simon Ring</p> <p>Borough Cllr Ring, Portfolio holder for Culture was welcomed and thanked for attending the meeting.</p> <p>A wide ranging discussion followed during which Cllr Ring acknowledged that in the past Downham Market has not had the attention it deserved from the Borough Council, and it is his ambition to address this during his term of office.</p> <p>Cllr Westrop highlighted the changes which have negatively impacted the town including historical loss of industry, heritage, and significant buildings and trees; an increase in zero rated CIL developments; an increase in flooding; changing demographic etc.</p>

	<p>The following were suggested:</p> <ul style="list-style-type: none"> • That the town clarifies the unique identity of Downham Market and looks at where it is heading. A vision of how the town could develop could be agreed, and this would help with unlocking grant funding. • That DMTC reviews its assets and looks at the income from them eg car parks, the buildings it owns and the terms of leases/rents when they come up for renewal. There is support available from the Borough Council when appropriate. <p>B/Cllr Ring said he was keen to continue building links with Downham Market, and would be pleased to revisit the committee or attend Full Council as appropriate.</p>
6	<p>To review the updated Events Programme previously agreed, report progress and agree actions</p> <p>The Events programme was reviewed and the following agreed:</p> <ul style="list-style-type: none"> • Office to liaise with B/Cllr Bullen re: B/Council business meeting potentially 21.2.24 • Community Fair be moved to the Autumn. • St George’s Day to remain as flag raising only. • Armed Forces Day – to be discussed. • National Pride Day – office to await contact from local companies re: possible sponsorship. • Meet the Mayor – date to be confirmed • Halloween – date to be moved to Weds 31.10.24 on Market Square/Grand Hall • Festival Parade – if Cllrs wish to have a float they need to liaise with Festival Committee. <p>In response to the suggestion discussed at the last meeting to work with MADS on some joint events:</p> <p>Proposed Cllr Westrop Seconded Cllr Daymond All in favour</p> <p>‘That joint events are not feasible this year as they would incur additional costs, time and resources which the Council is currently unable to afford within it’s 2024/5 budget.’</p> <p>Cllrs appreciated the interest shown by MADS.</p>
7	<p>To review the following events and agree actions if appropriate:</p> <p>7.1 White Ribbon Day 25.11.23 – Cllrs Lane and Livers reported that there was very little interest from the public on the day with no funds being raised.</p> <p>Proposed Cllr Lane Seconded Cllr Daymond 4 in favour, 1 abstention</p> <p>‘That committee, whilst remaining sympathetic to the cause, recommend to Full Council that DMTC withdraw from the White Ribbon pledge.’</p>

7.2	Christmas Lights Switch On event 26.11.23 - it was agreed to convene a separate review meeting date to be confirmed.
7.3	Best dressed window competition – this was a great success, with congratulations to Allium for winning the shield.
7.4	DMTC support to existing business networking programme – Cllrs were reminded that this is still in place and the next meeting is on 24 January 2024
7.5	Feedback from Remembrance review – Cllrs confirmed they had received the notes of the review meeting and noted the changes planned for next year.
8	<p>To review the KLWNBC Public Realm Business Case document and agree actions</p> <p>Cllrs confirmed they had read this document and another from a parish council which had produced its own Community and Business Plan.</p> <p>Cllrs agreed with the need to produce a similar document for DMTC to clarify priorities for the next few years. Deputy Clerk to discuss with the Town Clerk about how to best take this forward.</p>
9	<p>To receive an update on Tourism matters if any and agree actions</p> <p>The Deputy Clerk confirmed that she is awaiting quotes for the improvements to the Hollies information point and the Priory Rd corner stone as agreed in conjunction with the Borough Tourism Officer.</p> <p>Cllr Leivers advised that the next meeting of the WN Tourism Forum is in February and she will be able to update Cllrs afterwards.</p>
10	<p>To consider grant application received:</p> <p>10.1 Melody Allsorts Downham - response carried over from last meeting</p> <p>Proposed Cllr Buxton Seconded Cllr Lane All in favour</p> <p>‘That the application does not meet the Grants Policy criteria as the Council already supports MADS financially with a reduction in venue hire fees previously negotiated through Property Committee. Community Development committee is therefore unable to offer a grant at this time.’</p> <p>10.2 THE OLD GYM LIMITED – for information only. Cllrs noted the application received and the action taken by the office. It was confirmed that no further information has been received from the applicant.</p>

11	<p>To discuss Residents Handbook and agree any actions</p> <p>Cllr Buxton was concerned that the information in the booklet recently delivered to residents was out of date. The Deputy Clerk agreed to contact the publishers to update Council details (and those of the Registration service). It was noted that other organisations listed would need to do similarly if their details are incorrect.</p>
12	<p>To review the Grants Policy and agree amendments</p> <p>Proposed Cllr Buxton Seconded Cllr Westrop All in favour</p> <p>‘That the suggested amendments be agreed, with a further addition relating to applications from national charities.’</p>
13	<p>To agree date of next meeting – 6 February 2024</p> <p>Cllr Lane said that he wished to resign from the committee with immediate effect, and would write to the Town Clerk/Mayor to confirm.</p>
	Meeting closed at 8pm
	Signed _____ Dated _____