

DEREHAM TOWN COUNCIL

12th March 2013

At a meeting of the **Full Council** held on **Tuesday 12th March 2013** in the Assembly Rooms at **7.30pm**.

Present: Councillors K Millbank (Chair), T Birt, A Bowyer, P Duigan, L Goreham, R Goreham, T Monument and H Rogers.

Also in attendance: Town Clerk Tony Needham, Town Council Officer Daen Brightman, District Councillor W Richmond, Mr R Richmond and Mr R Atterwell

142. **To consider apologies for absence.**

Apologies for absence were received from Councillor M Fanthorpe, S Green, R Hambidge and L Monument

143. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned for public speaking.

Councillors R Goreham and L Goreham arrived.

PCSO Matt Havers spoke to regarding the Norfolk Safer Places scheme that is being set up in Dereham. This scheme provides a safe place for vulnerable people in Dereham to access secure help if required and a place where their carers can be contacted. This scheme will be in operation later this month.

PCSO Matt Havers also spoke regarding this month's crime figures.

Roger Atterwell spoke about his concerns regarding the pot holes at the entrance to the Cherry Tree car park; the barriers by the traffic lights by Cherry Tree car park and the possibility of the local Parish Councils joining forces with the Town Council to promote the town. He said that it was felt that the town felt tired and it was disappointing to see so many empty shops. Councillor Duigan agreed to take this to the next Heritage & Open Spaces committee meeting.

The meeting resumed.

144. **To receive announcements.**

There were no announcements.

145. **To receive, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 12th February.**

Proposed by Councillor K Millbank, seconded by Councillor T Birt, the minutes were agreed and signed subject to the following amendments in minute 132 Personnel: this was seconded by Councillor A Bowyer and not Councillor T Birt.

146. **Recreation**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 26th February 2013

Proposed by Councillor K Millbank and seconded by Councillor T Birt the minutes were agreed and signed

(b) To receive a report from the Chairman, discuss any matters arising therefrom and vote on recommendations.

The following recommendations were agreed and approved by the Council without amendments:

With regard to the ownership of Southend allotments, it was agreed that a further letter is sent to Breckland Council detailing the facts of the matter and requesting the deed pack for this land and any other Deeds relating to allotment land and that the Town Council proceeds with registering the land with the land registry.

147. **Heritage & Open Spaces**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 26th February 2013

Proposed by Councillor K Millbank and seconded by Councillor A Bowyer the minutes were agreed and signed.

(b) To receive a report from the Chairman, discuss any matters arising therefrom and vote on recommendations.

The following recommendations were approved by the Council without amendments:

- I. It was recommended that Mr Hawkins and the Clerk meet to consider the best approach to claiming the paths.
- II. It was recommended that Mr Hawkins be made the Footpaths Warden for Dereham Town Council.
- III. It was recommended that eight grit bins be installed at the following sites, which have been approved by Norfolk County Council: Old Becclesgate, two on Sandy Lane (junction of St Hilda's and one further up on the right), Girling Road, Byron Avenue, corner of Wordsworth Drive/Burns Close, Bishoptyne Avenue/George Burrows Road and Vicarage Meadows.
- IV. It was recommended that Dereham Town Council hold a public meeting and invite members of Breckland Council to attend to answer questions regarding Neatherd Moor.

148. **To receive and adopt the minutes of the Planning Meetings Tuesday 12th February and Tuesday 26th February 2013.**

Proposed by Councillor K Millbank and seconded by Councillor A Bowyer, the minutes of the plans meetings of the 12th February and 26th February were agreed and signed subject to “*Councillor K Millbank chaired this meeting and not Councillor P Duigan*”.

149. **To receive and adopt the list of accounts paid, the Financial Statement and list of accounts to be paid.**

Proposed by Councillor K Millbank, seconded by Councillor T Birt, the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed and signed. subject to confirmation being made as to the work carried out by Anglia Heating and correction being made to the cheque amount for Glasdon which should have been for £1042.89.

150. **To consider issues relating to the maintenance of Neatherd Moor Track**
The Town Clerk updated Councillors on the current position regarding the Neatherd track. A meeting with William Nunn (Breckland Council), Councillor Mark Kiddle-Morris (Breckland), Councillors K Millbank and P Duigan and officers from Breckland Council has been held.

Further enquiries need to be made relating to the Town Councils legal responsibilities.

151. **Exclusion of Press & Public**

Proposed by Councillor K Millbank, seconded by Councillor R Goreham, it was agreed to pass a resolution to exclude the Press and Public from the meeting on the grounds that the Business to be transacted is confidential and publicity would be prejudicial to the public interest.

152. **To consider legal issues and budgetary issues relating to the Neatherd Track.**

After discussion it was agreed to hold off making a decision until we are clear as to what our legal responsibilities are. This subject will be brought back to next month's full council meeting.

A letter will be written to residents updating them on the current position. Dereham 6th Form college will also be contacted regarding parking by students.

153. **To confirm staff contractual increments**

Councillors were informed that the necessary appraisals had taken place with members of staff and leading on from these contractual increments should be made.

Proposed by Councillor R Goreham, seconded by Councillor K Millbank it was agreed to award a single increment to eligible members of staff.

154. **To consider recommendation from the interview panel for the coffee shop.**

Proposed by Councillor K Millbank and seconded by Councillor T Birt it was agreed to appoint Community Service Volunteers working with Norfolk County Council to run the coffee shop.

155. **To consider recommendations from the Personnel Interview Panel regarding staff appointments.**

Proposed by Councillor A Bowyer and seconded by Councillor K Millbank it was agreed to appoint Mr Andrew Moon as Grounds Person/Amenities Operative (permanent) and that Mr Peter Richardson be appointed Grounds Person/Amenities Operative (Temporary).

Chairman