

# DEREHAM TOWN COUNCIL

11<sup>th</sup> June 2013

At a meeting of the **Full Council** held on **Tuesday 11<sup>th</sup> June 2013** in the Assembly Rooms at **7.30pm**.

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

Also in attendance: Town Clerk Tony Needham, Deputy Town Clerk Jillian Barron, County and District Councillor W Richmond, Mr R Richmond, Mr C Hill (Eastern Daily Press), Ian Clarke (Eastern Daily Press), Mr R Foster, Miss Ling and Mr M Mendham.

14. **To consider apologies for absence.**

Apologies for absence were received from Councillors L Monument, R Goreham, L Goreham and M Fanthorpe.

15. **Declaration of Interest.**

Councillor T Birt declared a personal interest in minute 196 as he knows Mr Jeremy Stacey.

*The meeting was adjourned for public speaking.*

County and District Councillor W Richmond advised Councillors that he had arranged a meeting at 10am on Wednesday 19<sup>th</sup> June at Neatherd Moor with the Town Clerk, and a member from the Norfolk Wildlife Trust to discuss the possibility of Neatherd Moor becoming a County Wildlife Site.

**Councillor's tributes to Eastern Daily Press reporter Ian Clarke.**

The Mayor, Councillor K Millbank advised Councillors that Ian Clarke from the Eastern Daily Press would no longer be reporting from the Dereham office as due to promotion he would now be working from Norwich. She went on to say that she had known Ian for several years and that he had always been extremely friendly, and one of the few faces she would remember to go with a name. Councillor Millbank also said that she would be very sad to see him go and hoped his successor would be just as popular.

Councillor P Duigan said that Ian Clarke had suffered council meeting for 17 years and had reported on them in the tradition of some of the former reporters of the town. Ian has always been very fair and always writes in the favour of Dereham.

**Badley Moor discussion**

Mr R Foster, a resident of Badley Moor, Dereham told Councillors of an on-going problem regarding access to Badley Moor. The land had been bought with a higher level stewardship in force but he alleged the landowner had now cut off access to the Moor and a stile had been removed that could be in contravention of section 38 of the Commons Act.

Mr M Mendham said that he had been in touch with Norfolk County Council regarding access to Badley Moor and was advised that this would be best dealt with locally.

It was agreed that this would be discussed at the next Heritage and Open Spaces Committee meeting.

*The meeting resumed.*

16. **To receive announcements.**

The Mayor, Councillor K Millbank attended the following events:  
23<sup>rd</sup> May 2013 the lowering of the Ensign at RAF Marham  
24<sup>th</sup> May 2013 she travelled to Le Paradis and laid wreaths  
7<sup>th</sup> June 2013 the Mayor of Thetfords Civic Reception  
8<sup>th</sup> June 2013 Auction of Promises at Dereham Memorial Hall

The Deputy Mayor, Councillor T Birt attended the following Event:  
9<sup>th</sup> June 2013 the Mayor of Swaffhams Civic Reception.

17. **To receive, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 14<sup>th</sup> May 2013.**

Proposed by Councillor K Millbank, seconded by Councillor T Birt, the minutes were agreed and signed subject to the following amendment in minutes 173 and 174 'ammendment' being changed to 'amendment'.

18. **To receive, confirm as correct and sign the minutes of the Annual Town Meeting meeting held on Tuesday 21st May 2013.**

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

19. **Social and Welfare Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 28<sup>th</sup> May 2013**

Proposed by Councillor R Hambidge, seconded by Councillor K Millbank, 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 any amendments:

- i. That permission be given for the SPLAG Bus to be parked in the Market Place 2:00am – 4:00am Saturday/Sunday.
- ii. The brief for the refurbishment of Barwell's Court toilet was agreed upon completion of some minor amendments

20. **Markets and Buildings**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 28<sup>th</sup> May 2013**

Proposed by Councillor R Hambidge, 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.

Councillors agreed that the wording of the plaque for the sculpture at the Memorial Hall was work in progress.

The following recommendations were approved by the Council without any amendments:

- i. Not to increase Market rents for 2013-2014.
- ii. That the Town Council's Manorial Rights be registered with the

21. **To receive and adopt the minutes of the Planning Meetings Tuesday 14<sup>th</sup> May 2013 and Tuesday 28<sup>th</sup> May 2013**

Proposed by Councillor K Millbank, seconded by Councillor A Bowyer, the minutes of the plans meetings 14<sup>th</sup> May 2013 and 28<sup>th</sup> May 2013 were agreed and signed.

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

Proposed by Councillor T Birt, seconded by Councillor H Rogers, the list of accounts paid, the Financial Statement and list of account to be paid were agreed and signed.

23. **To receive the internal Auditors report.**

The internal Auditors report was received and noted.

24. **To receive Income and Expenditure Account.**

The income and expenditure account was received and noted.

25. **To sign the Balance Sheet.**

The balance sheet was signed.

26. **To sign the Accounting Statement.**

The accounting statement was signed.

27. **To review and sign the Annual Governance Statement.**

Councillors reviewed all questions individually, these were agreed and signed.

28. **To consider minor amendments to lease with Friends of Dereham Windmill (Dereham Windmill Trust)**

The original lease was drawn up some years ago to enable the Friends of the Windmill to make funding applications for the refurbishment of the Windmill. The vision for the Windmill Trust has changed over this period and Breckland Council will not consider the Windmill Trust's application for funding until the lease has been updated.

Councillors agreed the following amendments to the lease for the Friends of Dereham Windmill:

- Use the term 'premises' rather than 'demised premises'
- To include wording relating to festivals and temporarily excluding members of the public from the land during festivals.
- Increase the length of the lease to 99 years.
- To put £2000 for maintenance of the Windmill, and any underspend at the end of each financial year be accumulated into earmarked reserve for the purpose of maintaining the Windmill\*.
- To include wording regarding the state of repair and insurance of any additional buildings owned by the Windmill Trustees.
- That the current rent is £1 be fixed but could be increased if both parties agree.

\* The additional sum be referred to the Finance and Governance committee to reprofile the budgets.

29. **To consider recommendation from Interview Panel for the appointment of professional to refurbish Barwell Courts toilets and to increase the provisional budget for the refurbishment.**

It was agreed to appoint Jeremy Stacey Architects to refurbish Barwell Courts toilets

and to increase the provisional budget for the refurbishment by £10,000 to reflect the higher cost of the works and a further £13,500 be allocated to allow enhancement of the pathway leading up to the toilets.\*

\* The additional sum be referred to the Finance and Governance committee to reprofile the budgets.

30. **Update on Fleece Meadow.**

The Town Clerk advised Councillors that no response had been received from a previous letter sent to the purchasers. In consultation with the Council's Solicitor a notice to complete within two weeks has been sent to the purchasers by the Council's Solicitor.

The process of securing the site has been started and is progressing concurrently with the final notice to complete.

31. **To consider the West Norfolk Foxhounds holding their annual Boxing Day meet in Dereham Market Place this year.**

Councillor K Millbank advised Councillors that she had been asked by the West Norfolk Foxhounds if they could hold their annual Boxing Day meet in Dereham Market Place this year.

Proposed by Councillor K Millbank, seconded by Councillor P Duigan, it was put to the vote and agreed that the West Norfolk Foxhounds hold their annual Boxing Day meet in Dereham Market Place this year.

32. **Exclusion of Press & Public.**

Proposed by Councillor K Millbank, seconded by Councillor T Birt, 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.

33. **To consider offer relating to land at Galley Moor Farm.**

Councillors considered an offer of a 'set-off' by which the land owner would concede that the council has rights over the strip of land provided the Council gives the owner of Galley Moor Farm rights to access the same piece of land over the Council's track.

Proposed by Councillor P Duigan, seconded by Councillor A Bowyer and put to a recorded vote, all Councillors present voted unanimously that the Town Clerk on behalf of the Town Council pursue the Council's access rights.

34. **Update on Blight Notice**

The Town Clerk advised Councillors that in consultation with the Mayor, he had instructed Leathes Prior to continue with a formal complaint to the legal Ombudsman.

Chairman