

DEREHAM TOWN COUNCIL

9th December 2014

At a meeting of the **Full Council** held on **Tuesday 9th December 2014** in the Assembly Rooms at **7.30pm**.

Present: Councillors T Birt (Chairman), A Bowyer, P Duigan, R Goreham, S Green, R Hambidge, K Millbank, L Monument and T Monument.

Also in attendance: Town Clerk A Needham, Deputy Town Clerk J Barron and County & District Councillor W Richmond.

107. **To receive and consider apologies for absence.**

Apologies for absence were received from Councillors L Goreham and H Rogers.

Councillors considered Councillor M Fanthorpe's apologies for absence and approved them due to poor health.

108. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned.

County and District Councillor W Richmond informed Councillors that he had attended the November Safer Neighbourhood Action Panel meeting and that the three priorities for the police were to combat burglaries in retail units in the centre of Dereham, antisocial behaviour and drug use on the Recreation Ground and drug use in general. The next SNAP meeting will be held at Breckland Council on Wednesday 28th January 2015.

Councillor Richmond also said that the installation of the cycle path in Norwich Road had been postponed until April next year and that when work began it would start at the new cemetery and work back towards Neatherd High School.

The Town Clerk advised Councillors that he had met with Police Officers at the Recreation Ground and there may be issues that need to be discussed at the next Recreation Ground committee meeting.

The meeting resumed.

109. **To receive announcements.**

The Mayor, Councillor T Birt attended the following events:

- 12th November 2014 - 1st Anniversary of the Memorial Hall Coffee Shop
- 30th November 2014 - Christmas Lights switch on (The Mayor said a special thanks to Dawn Brightman for all her hard work in organising the event and for starting work at 6am on the morning of the event)
- 3rd December 2014 - The Larger Council Conference in London with the Town Clerk.

110. **To receive, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 11th November 2014.**

Proposed by Councillor T Birt, 2nd by Councillor L Monument the minutes of the Full Council 11th November 2014 were agreed and signed subject to the following amendment at minute 96 recommendation 3 *The Council reduce the level of funding already agreed to be put aside annually, to assist the Dereham Windmill Charity with long term maintenance, by £1,000 for seven years and to give a one off payment of £7,000 to cover their present shortfall.*

111. **Recreation Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 25th November 2014**

Proposed by Councillor T Birt, seconded by Councillor K Millbank, the minutes of the Recreation Committee 25th November 2014 were agreed and signed.

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

The following recommendation was agreed and approved by the Council without amendment:

i) To consider making representation to Breckland Council regarding Land at Pond Lane Toftwood.

The Town Clerk look into the legal status of the piece of land and this information be brought back to the next Recreation Committee meeting to discuss how the Town Council should proceed.

ii) To consider working with residents in the Townsend Road area of Dereham regarding provision of play equipment.

This item be brought back to the next Recreation Committee meeting with an overall plan of the play areas around Dereham.

112. **Heritage and Open Spaces Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 25th November 2014**

Proposed by Councillor T Birt, seconded by Councillor P Duigan, the minutes of the Heritage and Open Spaces Committee 25th November 2014 were agreed and signed.

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

The following recommendation was agreed and approved by the Council without amendment:

i) To consider applying for funding under the County Council's Parish Partnership scheme.

The Town Council apply for funding for a SAM 2 and a Trod to link the Quebec Road footway with bridleway 21 which goes to Quebec Woods.

ii) To receive Footpath report from the Footpath Warden.

Specific footpath issues RB27

The Town Clerk write to the land owner to advise him that his signs are giving inaccurate information and that if he closes his gates as suggested he may be committing an offence.

iii) To consider the boundary at Napoleonic Store.

The Town Council erect a fence as requested once written clarification regarding the ownership of the land has been received from the property owners.

113. **Personnel Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 25th November 2014.

Proposed by Councillor T Birt, seconded by Councillor R Goreham, the minutes of the Personnel Committee were agreed and signed.

Councillor R Goreham informed the meeting that he had asked for the minutes to be sent to him for checking prior to being sent out with the Full Council agendas and this had not happened, had he seen the minutes he would have removed the names of any staff mentioned. Councillor Goreham was not happy and said that this is an area that must be improved upon.

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

The following recommendation was agreed and approved by the Council without amendment:

i) To consider overtime payment to cover periods of staff shortage.

The Grounds Maintenance and facilities manager be paid overtime for up to 65hrs to cover the additional hours worked during the restructure.

ii) To consider utilising underspend from 2014/15 personnel budget to cover staff training.

That any underspend in the Personnel budget should be carried over into the new financial year and used for staff and councillor training. That given that there would be new councillors elected in May 2015 that the draft training programme be produced to induct new councillors.

iii) To consider recruiting replacement admin staff.

The vacant admin position be offered to Nicola Ward for a fixed contract of 6 months for a minimum of 30hrs per week.

iv) To consider reviewing Deputy Clerk's pay grade.

Subject to cost, that the grading for the position of Deputy Clerk be reviewed externally, that that Norfolk ALC be contacted initially to see if they could carry out the work.

114. **To receive, confirm as correct and sign the minutes of an additional Full Council meeting held on Tuesday 2nd December 2014.**

Proposed by Councillor L Monument, seconded by Councillor R Goreham, the contents of the minutes of the additional Full Council meeting held on 2nd December 2014 were agreed subject to the following being added at the end of page 1 *The Town Council then worked through the most significant questions from Dereham's viewpoint, considering the Issues and Options Document and other information and statistics provided for comparison purposes in their agenda pack. The following draft of Dereham Town Council's formal response to the questions listed. Also The meeting closed at 10p.m. being added on the last page before the word Chairman.* The minutes would be signed once they have been proof read for grammar and punctuation.

115. **To consider any additional comments regarding Breckland Local Plan Issues and Options Consultation.**

The Clerk presented additional notes relating to the Local Plan Sustainability Appraisal. Within the Sustainability Appraisal there is concern that employment sites could be lost to housing, insufficient consideration had been given to the meaning of sustainable commutable bus service, accessibility criteria for towns and having more objective criteria for access to employment.

It was agreed that Clerk, in consultation with the Mayor submit comments relating to the sustainability criteria to Breckland Council.

116. To receive and adopt the minutes of the **Planning Meeting Tuesday 11th November 2014** and **Tuesday 25th November 2014.**

Proposed by Councillor T Birt, seconded by Councillor K Millbank the minutes of the Planning Meetings held 11th November 2014 and 25th November 2014 were agreed and signed subject to an amendment on the minutes of the 25th November 2014 minute 4. 5.3 PM25 should read *PM2.5*.

117. **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 R Hambidge the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed and signed.

118. **To advise the Council of a complaint received.**

This was noted

119. **To consider sale of Tanners Plot/Fleece Meadow.**

The Clerk introduced the agenda item giving the background that the Council had already considered selling the plot for development and that the original buyer had fallen through. A new buyer, Victory Housing, has offered to purchase the plot to build flats.

The Clerk has explained that the Council has complied with its duty to obtain best value for the plot by commissioning a valuation by the District Valuer which has been accepted by Victory Housing. It has also complied with section 127 of the Local Government Act 1972 by advertising its intention to sell the land in the local paper for two consecutive weeks and consider any representation.

Councillor T Birt proposed that the Council agree, subject to final contract, that the Council sell part of Fleece Meadow known as Tanners Plot to Victory Housing for a sum of £300,000. This was seconded by Councillor P Duigan and unanimously agreed.

The reason for the decision is that it makes best use of Council assets; the Council has already agreed to use the proceeds from the sale to purchase additional open space in the south of Dereham.

The Clerk also informed Councillors that the Victory Housing had asked about transferring the ownership of the access way to them so that they could have more control over the quality of maintenance.

Councillor L Monument proposed that the Council agree in principle that the access way could be transferred to Victory Housing subject to detailed proposal coming back and being agreed by the Council and provided that the Council will not lose or diminish any of the rights it currently enjoys over and under the access track. This was seconded by Councillor T Birt and agreed.

The reason for the decision is that it would allow for better management of the area without any loss of the Council's rights as to how it might want to use the rest of Fleece Meadow in the future.

120. **Confirmation of loan approval for new cemetery.**

Councillors were advised that confirmation of the loan approval for £525,000 for the new cemetery had been approved.

Chairman