

DEREHAM TOWN COUNCIL

10th June 2014

At a meeting of the **Full Council** held on **Tuesday 10th June 2014** in the Assembly Rooms at **7.30pm**.

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

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

13. **To consider apologies for absence.**
Apologies for absence were received from Councillors M Fanthorpe, H Rogers and T Monument.
14. **Declaration of Interest.**
There were no declarations of interest.

The meeting was adjourned for public speaking.

District and County Councillor Richmond advised the Town Council that he had attended the SNAP meeting held at Breckland Council on the 29th January 2014 and that the priority areas in Dereham for the Police are Moorgate Playing Field, the Recreation Ground and Jentique Close as there has been antisocial behaviour. The next SNAP meeting will be held at Breckland District Council on 30th July.

He also said that two new bus stops would be installed on Highfield Road before the winter.

Councillor P Duigan said that he had also attended the SNAP meeting at which members of the public had discussed issues they had regarding Moorgate Playing Field and suggested that the Town Council should meet on sight with the Police and residents of the area.

Mr Graver from Christians Against Poverty gave a short presentation advising the Council of a new debt counselling service that is covering Dereham and the surrounding area.

The meeting was resumed.

15. **To receive announcements.**
Councillor T Birt attended the following events:
2nd June 2014 The Friends of Dereham Memorial Hall meeting
4th June 2014 Annual Reception at RAF Marham
- Councillor L Goreham attended the following event:
31st May 2014 Bowls England at St Nicholas Bowls Club
- Councillor K Millbank attended the following event:
23rd May 2014 Chairman of NCC Charity Fashion Show

16. **To receive, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 13th May 2014**

Proposed by Councillor T Birt, seconded by Councillor A Bowyer the minutes of the Full Council Tuesday 13th May 2014 were agreed and signed subject to the following amendments: the word *and* be inserted before *the CEO* in minute 154 and the word *proposal* replace *recommendation* in minute 157.

17. **Heritage and Open Spaces Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 27th May 2014**

Proposed by Councillor P Duigan, seconded by Councillor R Hambidge the minutes for the Heritage and Open Spaces Committee were agreed and signed subject to the following amendments: *Councillor Duigan serve as Vice Chairman* be changed to *Councillor Bowyer serve as Vice Chairman* in item 4 and the spelling of *Eleanor* be changed to *Elennor* in item 11

(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:

I. To consider whether restricted byways should be promoted for their legal level of usage.

The Town Clerk meet with Breckland Council to discuss the way forward with regard bylaws and other management issues, Norfolk County Council may need to be included in the meeting.

II. To receive update on proposed footpath walks.

The dates and times for the walks should be agreed at the next Full Council meeting.

III. To consider maintenance of footpaths.

The Town Council put forward the relevant information to the Prince's Trust.

IV. To consider street naming for specific development sites.

The Clerk contact Breckland Council and ask for these suggestions to be added to their register.

18. **Recreation Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 27th May 2014**

Proposed by Councillor K Millbank, seconded by Councillor P Duigan the minutes of the Recreation Committee Tuesday 27th May 2014 were agreed and signed.

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

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

To consider a trial of replacing stand pipes with water troughs as a means of reducing water wastage.

That Councillor A Bowyer and the Town Clerk look into the different options available for replacing standpipes with watertanks before a trial take place on an allotment site.

19. **To receive and adopt the minutes of the Planning Meeting Tuesday 13th May 2014 and Tuesday 27th May 2014.**

Proposed by Councillor T Birt, seconded by Councillor K Millbank the minutes of the Planning Meetings 13th May 2014 and 27th May 2014 were agreed and signed.

20. **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 K Millbank the list of accounts paid, Financial Statement and list of account to be paid were agreed and signed subject to an amendment on list of accounts to be paid, WW Autos payment is for *Service, MOT etc* and not *hire of car*.

21. **To receive report from the Internal Auditor.**

The Internal Auditors report was received and noted..

22. **To receive Income & Expenditure Account and Balance Sheet.**

The income and expenditure account was received and noted.

23. **To approve and sign Section 1 of the Annual Return – The Accounting Statement for 2013/14.**

Section 1 of the Annual Return- The Accounting Statement for 2013/14 was approved and signed subject to the rounding of the figures to the nearest pound being checked and where necessary corrected outside of the meeting.

24. **To consider and sign Section 2 Annual Governance Statement 2013/14**

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

25. **To consider investigating the ownership of the road leading from Norwich Road to The Old Tannery with the object of securing possible improvements to the road surface.**

It was agreed that the Town Clerk investigate the ownership of the road leading to the old CMC building and bring any relevant information back to a future meeting.

26. **Exclusion of press and public**

Proposed by Councillor T Birt seconded by Councillor L 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.

27. **To consider quotations for thatching Bishop Bonners Cottage.**
Due to the specialist nature of this work it was agreed that two quotes would be acceptable.

It was agreed that Ben Thompson be appointed to re-thatch Bishop Bonners Cottage.

Chairman