

DEREHAM TOWN COUNCIL

11th February 2014

At a meeting of the **Full Council** held on **Tuesday 11th February 2014** in the Assembly Rooms at **7.30pm**.

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

Also in attendance: Town Clerk Tony Needham, Deputy Town Clerk Jillian Barron, County and District Councillor W Richmond and Mr R Richmond.

113. **To consider apologies for absence.**

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

114. **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 two priority areas in Dereham for the Police are the Cherry Tree car park and the Windmill as there has been antisocial behaviour and boy racers.

Councillor P Duigan suggested that the Town Council contact Breckland District Council asking that they write to the shop owners adjacent to the walk way to the Cherry tree car park requesting that they leave lights on during the evening to give more light to the walk way leading to the Cherry Tree car park.

The meeting resumed.

115. **To receive announcements.**

The Mayor, Councillor K Millbank advised that she had not attended any functions recently but had been busy organising the Valentine's event which was being held at the Memorial Hall on Saturday 15th February.

116. **To receive, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 14th January 2014.**

Proposed by Councillor K Millbank, seconded by Councillor T Birt, the minutes of the Full Council Tuesday 14 th January 2014 were agreed and signed.

117. **Personnel Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 21st January 2014.**

Proposed by Councillor R Hambidge, seconded by Councillor A Bowyer, the minutes of the Personnel Committee Tuesday 21st January 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:

To Consider reviewing the Clerk's Salary.

That the Norfolk Association of Local Councils (Norfolk ALC) be asked to carry out a review of the Clerk's pay grading.

118. **Heritage & Open Spaces Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 28th January 2014

Proposed by Councillor P Duigan, seconded by Councillor K Millbank, the minutes of the Heritage & Open Spaces Committee were agreed and signed subject to the following amendments: *grinded* changed to *ground* in item 5, *grading* be included in the recommendation at item 5, *local school* be changed to *Sixth Form College* in the same recommendation and *grinding* changed to *grading* in the recommendation in item 7.

(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 subject to the amendments shown in italics:

I. To consider installing traffic calming measures on Neatherd Track near play area.

That the traffic calming bumps be installed at a height of 75mm to reduce the target speed to 5mph and that wooden posts are added to either end of the speed bumps to reduce the risk of people bypassing the bumps. Residents and the Managers of the Neatherd will be informed when the traffic calming bumps would be installed.

II. To consider controlling thistles at Abbots Field and Eight Acres

That cultural control of the thistles is taken and the areas be flailed in late June early July. This would be assessed again in two years time. For difficult areas where the Spotted Orchid grows these would be chemically spot treated as a last resort.

III. To confirm maintenance standard of Neatherd track to parking areas

The track be graded and diggers brought in immediately to level out the track. That further investigation to be completed into the usage of the track and what the annualised cost of *grading* the track was likely to be. The *Sixth Form College* be approached for a contribution to the cost of maintenance of the track.

- IV To consider level of maintenance of hedge along Rolling Pin Lane**
The Tree Survey be checked to confirm it is up-to-date, and that the Councillors did a site visit to look at the hedge and path way and consider the matter again at the next meeting on 25th March 2014.
- V Update on maintenance of Etling Green Track**
That a response from Breckland Council be obtained regarding their contribution of funding for the *grading* of the track, and that a meeting with residents take place regarding their contribution and the proposals be brought back to the next meeting on 25th March 2014
- VI To consider refreshing the War Memorial Garden to commemorate the 100th anniversary of the Great War**
The new planting scheme as proposed by Councillor Ann Bowyer go ahead.
- VII To consider taking over Open Space at South Green**
The Town Council adopt the open space at South Green and that Breckland Council be approached to consider removing the additional covenants that they were placing on the other nine play areas.
- VIII To consider policy on installing grit bins.**
This item was postponed until the next meeting on 25th March 2014
- IX To consider letting a room at the Assembly Rooms to the DerehamAntiquarian Society.**
The Town Council provide the Antiquarian Society with a room, subject to negotiations on the number of days for consultation and research. Also, that the Town Council retain a small area in the room for boxed storage for its own use.
- X To consider street naming for sites proposed for development in the LDF.**
Councillors bring a list of possible street names back to the next meeting 25th March 2014.
- XI To consider making local residents aware where amenity spaces have been put forward in the Breckland Council Local Asset Backed Vehicle.**
That the areas to be put forward for development within the LABV be checked , and then notices be put up to inform local residents. A copy of the notices to be sent to Breckland Council. Residents should be advised to contact Breckland Council and the Town Council with any concerns regarding amenity spaces put forward in the LABV.

119. **Recreation Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 28th January 2014

Proposed by Councillor K Millbank, seconded by Councillor A Bowyer, the minutes were agreed and signed subject the following amendment: the wording *for the fair* be added to the recommendation at item 7.

(b) To receive a report from the Chairman, discuss any matters arising _____

there from and vote on recommendations.

The following recommendations were approved by the Council subject to the amendments shown in italics:

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| <p>I. <u>To confirm amended scheme for Moorgate play area</u>
The Council go ahead with the revised scheme</p> <p>II. <u>To confirm amended scheme for Neatherd play area</u>
That the final scheme to be used would be reviewed once the amount of funding was confirmed.</p> <p>III. <u>To consider increase in fees for use of Tennis Courts.</u>
The fees for the courts be increased by 3% for 2014-2015 to keep in line with inflation.</p> <p>IV. <u>To consider increasing fees for the use of the Recreation Ground by the Fair.</u>
To increase the fees by 3% for 2014-2015 to keep in line with inflation, <i>for the fair.</i></p> <p>V. <u>To consider funding applications for play areas.</u>
That the funding required for Moorgate play area was checked and that if there were sufficient funds then an application for funding be reserved for the Neatherd play area only. In addition, the 'Awards for All' grant be applied for to help fund the Neatherd play area.</p> |
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120. **To receive and adopt the minutes of the Planning Meeting Tuesday 14th January 2014 and 28th January 2014.**

Proposed by Councillor K Millbank, seconded by Councillor T Birt, the minutes of the plans meetings 14 th January 2014 and 28 th January 2014 were agreed and signed.

121. **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 account to be paid were agreed and signed subject to <i>December</i> being added to the Financial Statement after the wording 'reverse of Financial Statement'.
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122. **To consider making standing orders for the regulation of the Annual Parish Meeting.**

Councillor P Duigan proposed that the Town Clerk provide Councillors with a revised aide-memoire at the next Full Council meeting, seconded by Councillor R Hambidge and agreed.
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Chairman