

# DEREHAM TOWN COUNCIL

12<sup>th</sup> August 2014

At a meeting of the **Full Council** held on **Tuesday 12<sup>th</sup> August 2014** in the Assembly Rooms at **7.30pm**.

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

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

45. **To consider apologies for absence.**  
Apologies for absence were received from Councillors M Fanthorpe and S Green.
46. **Declaration of Interest.**  
There were no declarations of interest.

*The meeting was adjourned for public speaking.*

Councillor W Richmond advised the Town Council that he had attended the SNAP meeting held at Elizabeth House, Dereham on 31<sup>st</sup> July and that the priorities for the police were the Recreation Ground to combat anti-social behaviour and drug use in Dereham and the surrounding area. The next meeting will be held on the 24<sup>th</sup> September at Elizabeth House starting at 7pm. Councillor Richmond said that if Councillors agreed then he would invite an officer to attend the next Full Council meeting in September.

*The meeting resumed.*

47. **To receive announcements.**  
Councillor T Birt attended the following events:
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|--|---|
| 15 <sup>th</sup> July 2014                   | Cycle challenge – a group cycling from Dereham to Caudebec-Les Elbeuf in France and then on to Paris, raising money for the Multiple Sclerosis Society. |
| 15 <sup>th</sup> July 2014                   | A footpath walk to the east of Dereham and back through Etling Green.   |
| 18 <sup>th</sup> July 2014                   | Norfolk County Council Summer Reception held at the Castle Museum.  |
| 22 <sup>nd</sup> /25 <sup>th</sup> July 2014 | National Citizens Service at the Windmill helped with some grounds maintenance and organised a fund raising Fete.                                       |
| 27 <sup>th</sup> July 2014                   | Attleborough Civic Reception.   |
| 4 <sup>th</sup> August 2014                  | Centenary commemoration WW1.  |
| 7 <sup>th</sup> August 2014                  | Bowls Match.  |
| 9 <sup>th</sup> August 2014                  | Scout Summer Camp at Hallowtree.  |
| 9 <sup>th</sup> August 2014                  | NORJAM 2014 – Opening Ceremony.   |
| 10 <sup>th</sup> August 2014                 | Councillors footpath walk.  |

Councillor Birt also advised the Town Council that there were more details and pictures of the events he had attended on the Mayors Blog that he had set up.

48. **To receive, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 8<sup>th</sup> July 2014**

Proposed by Councillor T Birt, seconded by Councillor L Monument the minutes of the Full Council 8<sup>th</sup> July 2014 were agreed and signed subject to the following amendments:

Minute 33 *13<sup>th</sup> May* changed to *8<sup>th</sup> July*

Minute 34 *Recreation* changed to *Markets and Buildings* and *27<sup>th</sup> May* changed to *24<sup>th</sup> June*

Minute 34, recommendation ii should read *training should not go ahead, and they approach Breckland Council to use one of their car-parks.*

Minute 35 *27<sup>th</sup> May* changed to the *24<sup>th</sup> June*

Minute 37 *Councillor A Bowyer* changed to *Councillor R Hambidge.*

Minute 41 should read *explaining their difficulties in appointing new Trustees which has therefore prevented them from applying for substantial grants*

49. **Heritage and Open Spaces Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 22<sup>nd</sup> July 2014**

Proposed by Councillor P Duigan, seconded by Councillor K Millbank the minutes of the Heritage and Open Spaces Committee 22<sup>nd</sup> July 2014 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 amendment:

**i. To consider Footpath and other PROW claims**

- That Group 1 Claims for Hall Lane and Cherry Lane along with the link from Hall Lane to the rear of Tescos, be submitted and that the Clerk and the Footpath Warden meet to discuss the best approach for such a claim.
- A claim be submitted for a continuation of FP14a from Stone Road to Daffy Green and that neighbouring parish councils, contiguous with the claim, be contacted informing them of the claim.

**ii. To consider flying the flag for Commonwealth Day**

That the Council fly the Commonwealth Flag on Commonwealth Day and pursue the opportunity of obtaining a free flag.

**iii. To consider planting wood to commemorate World War 1**

That the Council participate in the Woodland Trust's Centenary Wood Scheme and plant 1000 trees on the new land recently purchased at the Neatherd.

iv. **Update on Neatherd track to parking areas**

A 12 month license be agreed with the Sixth Form to permit access to their field for the purpose of parking and that discussion continue with the Sixth Form Centre to resolve the parking problems.

v. **To consider possible commons encroachment at the Neatherd.**

The owners of Peartree Cottage be approached and that the Council works constructively with the owners to ensure that the area of common land in the parish is not reduced or diminished.

vi. **To consider possibility of transferring additional open spaces**

The Council does not look at taking over any additional open space in the near future but that negotiations should continue with Breckland District Council to resolve the management responsibilities on the Commons.

50. **Recreation Committee**

(a) **To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 22<sup>nd</sup> July 2014.**

Proposed by Councillor K Millbank, seconded by Councillor P Duigan the minutes of the Recreation Committee 22<sup>nd</sup> July 2014 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 amendment:

i. **To consider Breckland Council's Open Spaces Audit.**

The Council respond to Breckland Council that there was a shortfall in open space within the Town and that this shortfall was greatest surrounding the Hillcrest estate in an area south of the A47 and West of the Shipdham Road. In addition to the general shortage of open space, there was also a specific shortage of formal sports pitches in the Town

ii. **To Consider surveying boundary at Toftwood Allotments and Cherry Lane Allotments**

- The Council use a proportion of the Allotment Maintenance budget to survey the boundaries of the Toftwood and Cherry Lane Allotments and get both sites registered with the Land Registry
- If there was an under spend in the Allotment maintenance budget that further sites be surveyed and registered with the Land Registry.

51. **To receive and adopt the minutes of the Planning Meeting Tuesday 8<sup>th</sup> July 2014 and Tuesday 22<sup>nd</sup> July 2014**

Proposed by Councillor T Birt, seconded by Councillor A Bowyer the minutes of the Planning Meetings 8<sup>th</sup> July 2014 and 22<sup>nd</sup> July 2014 were agreed and signed.

52. **Finance and Governance Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on Tuesday 5<sup>th</sup> August 2014

Proposed by Councillor T Birt, seconded by Councillor R Hambidge the minutes of the Finance and Governance Committee 5<sup>th</sup> August 2014 were agreed and signed subject to the following amendments:  
 Minute 5 To Consider Grants – Dereham & District Table Tennis League, the condition for their grant should read *There would be an expectation that they contact other parishes.*  
 Minute 8 *or taking out of context* be inserted after the wording *people manipulating.*

(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 subject to the following amendment: the conditions for the grant for Dereham & District Table Tennis League be changed to read as follows *There would be an expectation that they contact other parishes.*

<b><u>i.To consider grants</u></b>				
The following grants were recommended for approval. Organisation	Amount of grant	Total cost	Reason for Grant	Any Conditions
Mid Norfolk Mencap	£700	£2,500	Funding for annual Summer Playscheme for children with learning disabilities	
Friends of St Nicholas Church	£300	£2,000	To help towards the sponsorship of the 2014 Flower Festival in order to raise funds for ongoing projects	The Council would like to sponsor a specific and significant piece.
Dereham & District Table Tennis League	£500	£13,722	To fund capital equipment (table surrounds/barriers) Project to provide social table tennis in Dereham	The Council would like to see evidence that applications have been made to the parish councils from where their membership stems from.

**ii. Review of grant making policy**

The grant making policy be amended to include a condition that where an organisation requests a grant and that organisation serves a wider area than the parish of Dereham; then evidence should be produced to demonstrate that applications have been made to all the parish councils within their catchment.

**iii. To consider changes regarding recording meetings brought about by the Local Audit and Accountability Act 2014.**

Meetings of the Council are recorded and that the feasibility of videoing meetings be investigated. It was felt that any recording should be for the specific purpose of defending Councillors against false allegations and for no other purpose and that the Clerk investigates whether such recordings would need to be released under a FOI request.

**iv. To consider Local Government Transparency Code.**

The Council should be mindful of the Local Government Transparency Code and work towards compliance as and when systems and practices are reviewed.

**v. To consider budget for 1<sup>st</sup> phase of the new cemetery**

That unless the burial fees are increased by the Social and Welfare Committee, the maximum budget for the 1<sup>st</sup> phase of the new cemetery be set at £400,000.

Councillor K Millbank left the meeting.

**53. 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.

**54. To consider grant request from The Rotary Club of Dereham.**

Proposed By Councillor T Birt, seconded by Councillor R Hambidge it was agreed that the Rotary Club of Dereham be awarded a grant for the sum of £309.00 and request that any monies raised from the event be donated to the Centenary Wood.

**55. To notify councillors of amendments to Standing Orders**

This was noted.

**56. To consider marking Mick Gault's sporting achievement.**

Proposed by Councillor T Birt, seconded by Councillor P Duigan, it was agreed to work with Breckland Council to formulate a fund which would be used to support people from Dereham with the potential to reach international standard in their chosen sport. The Clerk to discuss the details

with Breckland Council and bring back detailed proposals.

57. **To consider purchasing original Votes for Woman campaign flyer.**

Councillor P Duigan proposed that the flyer be purchased for the Town as it would be a heritage asset for the Town. After discussion Councillor R Hambidge proposed that 'the question now be put' this was seconded by Councillor R Goreham. This was put to the vote and the motion was not passed.

58. **Exclusion of Press and Public.**

Proposed by Councillor T Birt seconded by Councillor R Hambidge 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.

59. **To consider compensation for damaged vehicle.**

In considering the request for compensation for a damaged tyre, the Council did not feel that sufficient evidence had been produced which demonstrated why the person driving was unable to avoid the clearly visible defect, nor was there any evidence produced which demonstrated that the damage was caused as a result of the defect.

Proposed by Councillor R Hambidge, seconded by Councillor R Goreham it was agreed not to accept any liability or cover the cost of damages until further proof could be produced demonstrating that the damage was caused by the broken speed bump and an explanation given as to why the driver was unable to avoid the hazard.

Chairman