

DEREHAM TOWN COUNCIL

13th January 2015

At a meeting of the **Full Council** held on **Tuesday 13th January 2015** in the Assembly Rooms at **7.30pm**.

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

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

121. **To receive apologies for absence.**

Apologies for absence were received from Councillors M Fanthorpe, T Monument and S Green.

122. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned.

Mrs B Turner advised Councillors that her father had been buried recently in Dereham cemetery and she was concerned and upset at the state of his grave as the grass had been worn away due to people walking and standing on his grave while other burials were taking place. She also stated that some items on her father's grave had been stolen or damaged which was very distressing.

Councillor Hambidge said that he and the Town Clerk would visit the cemetery and see what actions can be taken to rectify these problems.

Mr D Firmage said that he was pleased that the public toilets at Barwell Court were almost completed and he hoped that signage would be erected showing their location.

Councillor Birt said that the toilets had been a long time coming but they would be officially opened on Thursday 15th January at 11am.

Mr Firmage also said that he had attended a meeting regarding the Christmas lights and he hopes that the Town Council would support the volunteers.

The meeting resumed

123. **To receive announcements.**

The Mayor, Councillor T Birt attended the following events:

15th December 2014 - Participatory Budgeting Meeting

17th December 2014 - Staff Christmas lunch

124. To receive, confirm as correct and sign the minutes of the **Full Council** meeting held on **Tuesday 9th December 2014.**

Proposed by Councillor T Birt, seconded by Councillor R Hambidge the minutes of the Full Council 9th December 2014 were agreed and signed subject to the following amendments at minute 111 *Proposed by Councillor K Millbank, seconded by Councillor T Birt*, minute 112 *Proposed by Councillor P Duigan, seconded by Councillor T Birt* and minute 113 *Proposed by Councillor R Goreham seconded by Councillor T Birt.*

125. **Finance and Governance Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 6th January 2015**

Proposed by Councillor T Birt, seconded by Councillor L Monument the minutes of the Finance and Governance Committee meeting 6th January 2015 were agreed and signed subject to the following amendments:
Councillor L Goreham to be included as being in attendance.

(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 Grants

That a grant of £340 be offered Dereham Band towards three concerts in the Queen Mothers Garden. The Committee would like to see some local fundraising to help fund these events.

ii) To review expenditure against budget

That the Council apply to Norfolk County Council for a grant towards a replacement bus shelter near to the Cinema and the £6,403 commuted sum for the Halfords bus shelter be used as match funding.

iii) To consider criteria for fixing levels of reserves

That the Council's reserves be pegged at half the precept and the target reserves increases by 4% a year until reserves reach half precept.

iv) To consider precept requirement for 2015/2016

That the precept be increased to £699,888 representing a 2% increase on an average band D property (from £130.97 to £133.59).

v) To consider investing a proportion of reserves

That an account be opened with CCLA to enable the Council to deposit reserves and commuted sums as required.

The initial investment would be equivalent to one third of the target reserves as at 1st April 2014.

vi) To consider membership of the Finance and Governance Committee

That a note be placed on the agenda for the Annual Meeting of the Council noting that the Finance and Governance Committee should not be made up of Councillors drawn entirely from one group of Committees.

vii) To consider purchasing new works vehicle

That a new four wheel drive vehicle and trailer be acquired and that options for either leasing or contract hiring be looked into. The Clerk to bring costed options to a full Council meeting to make final decision on vehicle type and contract terms.

126. **To receive and adopt the minutes of the Planning Meeting Tuesday 9th December 2014.**

Proposed by Councillor T Birt, seconded by Councillor K Millbank, the minutes of the Meeting held the 9th December 2014 were agreed and signed.

127. **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.

128. **To appoint a new Town Council representative for Dereham Relief in Need Charities.**

This item was deferred until the Annual General Meeting in May.

129. **Update on response regarding Travellers on the Recreation Ground.**

Councillor T Birt advised councillors that he had written to various authorities regarding this issue and has received the following responses:

- Norfolk County Council - No action as private land
- Breckland Council - No action as private land
- Norfolk Constabulary - Still waiting for a reply
- Police & Crime Commissioner - Leaving to the police to respond directly as it is an operational matter.

130. **To accept a donation from Dereham Festival.**

The Trustees of the Dereham Festival have now ended but has a small amount of reserves that it has offered to the Town Council to retain and distribute towards organisations with similar aims to the Dereham Festival. Councillor agreed to accept the donation and place it in earmarked reserves until such time it can be redistributed.

131. **To consider a survey on Neatherd pond.**

Councillor L Monument proposed that a topographical survey be carried out on Neatherd Pond; this was seconded by Councillor A Bowyer and agreed.

The reason for this decision is to enable options for improving the pond to be brought back to the next Heritage and Open Space Committee meeting.

132. **To appoint interview panel for recruiting for temporary admin post and set a Personnel Committee meeting for the 17th February 2015.**

It was agreed that the interview panel would consist of members of the Personnel Committee and that a Personnel Committee meeting would be held on the 17th February 2015.

133. **Exclusion of press and public**

Proposed by Councillor T Birt seconded by Councillor L Monument 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.

134. **Update on speed humps at Neatherd.**

The Clerk advised Councillors that he had requested Counsels advice on this matter and was waiting for their reply. If the advice is favourable, the Council's solicitor would like to move quickly to get the matter resolved.

Councillor R Goreham proposed that the decision as to whether to go to court or not be delegated to the Clerk in consultation with the Mayor, Deputy Mayor and Chairman of the Heritage and Open Spaces Committee, this was seconded by Councillor R Hambidge.

Councillor L Monument suggested that before this went to the vote that the Council may wish to consider an amended proposal. The Council agreed to consider an amended proposal before voting on the original

Councillor L Monument proposed that where Counsel's advice be favourable that the Council should take the matter to Court in order to reinstate the speed humps, recover the cost of reinstatement and prevent them from being removed again in the future. If there is any doubt in the advice provided by Counsel, then the decision be delegated to the Clerk in consultation with the Mayor, Deputy Mayor and Chairman of the Heritage and Open Spaces Committee. This was seconded by Councillor T Birt and put to a recorded vote at which all those present voted in favour.

135. **Update on personnel matters.**

The Clerk updated Councillors on staffing matters.

The Mayor updated Councillors regarding an ongoing complaint and Councillors confirmed that it was their duty of care to protect all members of staff and councillors from abuse be it verbal or physical.

Resources are in place for legal advice to protect staff and Councillors from unfounded accusations and this should be used when necessary.

Chairman