

DEREHAM TOWN COUNCIL

16th May 2017

At the Annual Town Council Meeting held on Tuesday 16th May 2017 at the Assembly Rooms, Dereham at 7.30pm.

Present: - Councillor H Bushell (in the chair), A Bowyer, H Clarke, P Duigan, B Frith, R Hambidge, L Goreham, L Monument and T Monument.

Also in attendance were the Town Clerk Tony Needham and Deputy Town Clerk Jillian Barron.

1. **To appoint the Town Mayor for the year 2017-2018.**

Councillor L Monument proposed Councillor H Bushell, seconded by Councillor R Hambidge, there were no further nominations. It was agreed that Councillor H Bushell serve as Town Mayor for the year 2017 – 2018.
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2. **To receive the Town Mayor's Declaration of Acceptance of Office.**

Councillor H Bushell read and signed the Declaration of Acceptance of Office.

3. **To appoint the Deputy Mayor for the year 2017-2018.**

Councillor R Hambidge proposed Councillor T Monument, seconded by Councillor B Frith, there were no further nominations. It was agreed that Councillor T Monument serve as Deputy Mayor for the year 2017 – 2018.

4. **To receive the Deputy Mayor's Declaration of Acceptance of Office.**

Councillor T Monument read and signed the Declaration of Acceptance of Office.

5. **Declaration of Interest**

There were no declarations of interest.

6. **To receive apologies for absence.**

Apologies for absence were received from Councillors H Roger and K Millbank.

The meeting was adjourned.

There was no public speaking.

The meeting resumed.

7. **Outgoing Town Mayor's address.**

Councillor P Duigan said that he had enjoyed his busy year as Mayor and felt that he had left the Town in fair nick although he was concerned about the closure of some shops. He said that the biggest challenge has been and will continue to be planning. Councillor Duigan thanked all the staff and councillors for their support and for being patient when he was late. He continued by saying that it had been an honour to serve as Mayor and that he leaves the Town in the good hands of Councillor Bushell.

8. **To receive tributes to the outgoing Mayor.**

Councillor L Goreham said that Councillor Duigan had certainly been a Mayor with a difference. She said that Councillor Duigan had represented the town with courtesy, respect and decorum.

Councillor L Monument thanked Councillor Duigan for the vast amount of local history he had provided even though he was not born in Dereham and did not live in Dereham. Councillor L Monument said that Councillor Duigan had brought us through the year without any mishaps and that councillors had enjoyed their year with him. She then wished Councillor H Bushell the best of luck in her year as Mayor.

9. **To confirm or amend membership of Committees.**

Proposed by Councillor H Bushell, seconded by Councillor R Hambidge and agreed that the committee members stated below remain the same.

Committees

Plans

*Responsible for considering and commenting on all building plans submitted for comment by Breckland Council
All Councillors*

Committee Cycle A:

Heritage & Open Spaces

*Responsible for; open spaces, Bishop Bonner's Cottage, Windmill, Street Furniture, Town Sign, Explosive Store, Closed Churchyard
Councillors; A Bowyer, P Duigan, C Jordan, L Goreham, K Millbank and H Rogers*

Recreation

*Responsible for; allotments, transfer of Play Areas, grass cutting & ground maintenance
Councillors; A Bowyer, P Duigan, C Jordan, L Goreham, K Millbank and H Rogers*

Committee Cycle B:

Markets & Buildings

Responsible for; Assembly Rooms (inc office furniture) Memorial Hall, Fleece Meadow, Markets.

Councillors; H Bushell, H Clarke, B Frith, R Hambidge, L Monument and T Monument

Social & Welfare

Responsible for; War Memorial, Dereham Community Car Scheme, Twinning, Cemetery (inc Lodge, Chapel, trees, paths & roads), Barwell Court toilets, Christmas Tree and Christmas lights.

Councillors; H Bushell, H Clarke, B Frith, R Hambidge, L Monument and T Monument

Other Committees/Working Parties

Finance & Governance

Responsible for; Grants, Audits, Accounts, Budgets

Councillors; H Bushell, H Clarke, P Duigan, R Hambidge and L Monument.

Personnel Committee

Responsible for; Wage Reviews, Appraisals, Interviewing for staff

Councillors; A Bowyer, L Goreham, R Hambidge, K Millbank and T Monument.

The Mayor and Deputy Mayor are ex-officio members of all Committees (subject to Standing Order 49).

10. To confirm representatives for outside bodies (normally appointed for 4 years) and to receive a brief report.

(a) **Trustees of Charities:**

Aaron Williamson's Charity

Councillors H Clarke and H Rogers

Dereham Relief in Need Charities

Councillors H Clarke and H Rogers

Dereham Windmill

Councillor A Bowyer

(b) **Representation on other bodies:**

Friends of Dereham Hospital

Councillor H Clarke

Norfolk County Playing Fields Association

No Councillor was appointed

Norfolk Association of Village Halls.

No Councillor was appointed

Dereham Twinning Associations:

- Ruthen
Councillor L Monument.
- Caudebec:
Councillor A Bowyer

Citizens Advice Bureau.
Councillor R Hambidge

Chamber of Trade/Business Forum.
Councillor H Bushell

East Dereham Educational Charity Trust.
Councillor A Bowyer

Civil Emergency Member (to liaise with Breckland Council Emergency Officer)
Councillor P Duigan

11. **To fix the dates and times of Council, Plans and Committee meetings**
The dates and times of the Town Council meetings were agreed up to the Annual Town Meeting 15th May 2018.
12. **To make arrangements for Civic Sunday and Bowls Match.**
The Mayor, Councillor H Bushell announced that her Civic Sunday would be held at the Sacred Heart Catholic Church on Sunday 30th July followed by a reception at Dereham Memorial Hall.
Councillor Bushell said that her charity for the year would be Mind, she also said that she would be starting up a group which would be call Forget Me Not, this would be held in Dereham Library starting on the 26th May 10am until 12 noon and then the last Tuesday every month, the group is to help people who are alone.
The annual Bowls Match will be held on Friday 18th August 2017, invitations will send out nearer the date.