

DEREHAM TOWN COUNCIL

15th May 2018

At the Annual Town Council Meeting held on Tuesday 15th May 2018 at the Assembly Rooms, Dereham at 7.30pm.

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

Also in attendance were the District Councillor A Webb, Town Clerk Tony Needham and Deputy Town Clerk Jillian Barron.

1. **To appoint the Town Mayor for the year 2018-2019.**

Councillor H Clarke proposed Councillor H Bushell, seconded by Councillor P Duigan, there were no further nominations. It was put to the vote and agreed that Councillor H Bushell serve as Town Mayor for the year 2018 – 2019.

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 2018-2019.**

Councillor H Clarke proposed Councillor A Bowyer, seconded by Councillor R Hambidge, there were no further nominations. It was put to the vote and agreed that Councillor A Bowyer serve as Deputy Town Mayor for the year 2018 – 2019.

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

Councillor A Bowyer 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 C Jordan, K Millbank and P Morton.

The meeting was adjourned

District Councillor A Webb invited Councillors to visit the windmill on the 30th May prior to the reopening on the 3rd June to see the new hologram.
Councillor A Webb thanked the Town Council for all their help saying that it is much appreciated.

The meeting resumed

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

Councillor H Bushell said that her past year had been exciting, interesting and at times had meant that she had to overcome fears held for many years. The highlight for her was to lay the wreath at the War Memorial last November. Other duties had included meeting many young people be it Brownies, Beavers or Guides up to the Princes Trust young people and Northgate High school students. She went on to say that these were the future and it was so important that they were encouraged into the community to play their part. Councillor Bushell said that she was sure that it was volunteers that made the world go round and it had been a privilege to have met so many this year.

Councillor Bushell admitted that fire engines and bell towers had always been a 'no no' for her but she had had to overcome these fears during her year as Mayor – a big achievement for her. Her Civic duties away from Dereham had given her a wonderful opportunity to meet so many different people from all walks of life.

Councillor Bushell thanked her fellow councillors for electing her and the people of Dereham and surrounds for making her so welcome on her visits. It had been a year that would always give her many happy memories.

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

Councillor H Clarke said that from the small red corner he would like to pay tribute to the Mayor who had been a credit to the town with a smile that lit up the town. She had been involved in many issues including walking around the town as if she were blind with the Guide Dogs for the Blind which was marvellous. Councillor Clarke thought that the highlight of 2018 was when Councillors H Bushell and L Monument were in the Market Place with their Votes for Women placards.

Councillor L Monument thanked Councillor Bushell for being conscientious and a good ambassador for the town. She said that Councillor Bushell was also a very good ambassador at civic events without falling out with anyone and she hoped it would remain that way.

Councillor P Duigan said that Councillors H Clarke and L Monument had already said it all and went on to say that Councillors Bushell being re-elected was ground breaking as this was the first time this had happened since 1945 and he wished Councillor Bushell all the best for the coming year.

Councillor T Monument said a vote of thanks to Councillor Bushell for being a very thoughtful and caring Mayor.

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

Proposed by Councillor H Bushell, seconded by Councillor R Hambidge and agreed subject to the amendments shown in bold.

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 **P Morton.***

Recreation

Responsible for: allotments, transfer of Play Areas, grass cutting & ground maintenance

*Councillors; A Bowyer, P Duigan, C Jordan, L Goreham, K Millbank and **P Morton.***

Committee Cycle B:

Markets & Buildings

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

Councillors; H Bushell, H Clarke, 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, 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.

Proposed by Councillor H Bushell, seconded by Councillor R Hambidge and agreed subject to the amendments shown in bold.

- (a) **Trustees of Charities:**
Aaron Williamson's Charity
*Councillors H Clarke & **P Morton**.*

Dereham Relief In Need Charities
*Councillors H Clarke & **P Morton**.*

Dereham Windmill
Councillor A Bowyer

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

Friends of Dereham Hospital
Councillor H Clarke

Dereham Twinning Associations:

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

Citizens Advice Bureau.
*Councillor **T Monument**.*

East Dereham Educational Charity Trust.
Councillor A Bowyer

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

Walkers are Welcome
Councillor L Goreham

11. **To fix the dates and times of Council, Plans and Committee meetings.**
The dates and times of the Town Council meetings are to be amended with the cycles being reversed, the new dates will be reissued.

12. **To make arrangements for Civic Sunday and Bowls Match.**

The Mayor, Councillor H Bushell announced that details of her Civic Sunday would be confirmed at a later date.

The annual Bowls Match will be held on Friday 3rd August 2018, invitations will be sent out nearer the date.

Chairman