

DEREHAM TOWN COUNCIL

9th October 2018

At a meeting of the **Full Council** held on **Tuesday 9th October 2018** in the Assembly Rooms at **7.30pm**.

Present: Councillors H Bushell (Chairman), A Bowyer, A Brooks, H Clarke, P Duigan, S Green, L Monument and T Monument

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

62. **To receive any World War One centenary commemorations.**

On this centenary we remember:

Private Lancelot Max Wells
15th Battalion – Highland Infantry
Died 2nd October 1918 in France

Private Aubrey Firmin
7th Battalion (formerly 2941 Norfolk Yeomanry) Northamptonshire Regiment
Died 9th October 1918 in France

Private Arthur Isaac Catchpole
4th Battalion – Middlesex Regiment
Died 11th October 1918 in France

Private Noel Herbert Tovell
2nd Battalion – Royal Fusiliers
Died 15th October 1918 in France

Private Frank Johnson
8th Battalion Royal West Kent (formerly 45355 Suffolk Regiment)
Died 16th October 1918 in France

Rifleman Frederick Oakley
10th Battalion – Kings Royal Rifle Corps
Died 16th October 1918 in France

Private Frank Lee
1st Battalion – Northamptonshire Regiment
Died 17th October 1918 in France

Serjeant Herbert William Eglon
B Coy 1st Battalion – East Yorkshire Regiment
Died 23rd October 1918 in France

63. **To receive apologies for absence.**

Apologies for absence were received from Councillors L Goreham, R Hambidge and K Millbank.

64. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned

Public Speaking - meeting to be adjourned for up to 15 minutes maximum to take questions from members of the public or to allow County and District Councillors to give a report and answer questions.

The meeting resumed

65. **To receive announcements.**

The Mayor, Councillor H Bushell announced that she had attended the following events:

18 th September 2018	-	Royal British Legion Thankyou
19 th September 2018	-	Toftwood Infant & Junior School Council Year
19 th September 2018	-	Northgate School Potato Challenge
22 nd September 2018	-	Opening of the Cats Protection League
7 th October 2018	-	Justice Service Norwich Cathedral

66. To receive, confirm as correct and sign the minutes of the **Full Council** meeting held on **Tuesday 11th September 2018.**

Proposed by Councillor H Bushell, seconded by Councillor A Bowyer, the minutes of the Full Council meeting were agreed and signed subject to minor amendments.

67. **Personnel Committee**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 25th September 2018.**

Proposed by Councillor A Bowyer, seconded by Councillor L Monument the minutes of the Personnel Committee 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 put to a vote and were unanimously agreed and approved by the Council without amendment:

To review Staff pay scales.

It was agreed that from April 2019 the pay scale for the outside staff be from the new point 6 to point 9. In addition to the standard progression conditions this new grading would also be conditional on the following:

- Staff continue to be prepared to work the occasional Saturday if required (for which time off in lieu would be provided)
- Staff being able and willing to work across all work areas i.e. able to competently cover all tasks by the time they reach the top scale.

It was agreed that from April 2019 two additional increments be added to the facilities managers pay scale but they are conditioned to specific pieces of work:

- Prepare and write up management plan for all areas of routine work
- Prepare and write up management plan for all tree work
- To ensure all outside staff have training to work across all areas
- Develop and maintain a method of recording defects and repairs carried out
- At the end of each year, for each piece of land managed by the Council, identify how each piece could be improved or better managed in the following year so that it is more visually attractive and encourages more people to use the facility.

To discuss Town Clerks exceptional work.

It was agreed that the Town Clerk be paid an ex gratia payment of £2500 to reflect the extra work he has put in over a number of years on the Neighbourhood Plan and Orbit Homes.

68. To receive, confirm as correct and sign the minutes of the **Planning** meeting held on **Tuesday 11th September 2018.**

Proposed by Councillor H Bushell, seconded by Councillor A Bowyer the minutes of the planning meeting Tuesday 11th September 2018 were agreed and signed.

69. **To receive and adopt the list of accounts paid, the Financial Statement and list of accounts to be paid.**

Proposed by Councillor H Bushell, seconded by Councillor L Monument the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed and signed.

70. **To consider Town Council position and any concerns relating to the proposed New Town at North Elmham.**

After a lengthy discussion it was agreed that the Town Clerk draft a response based on the concerns raised. (The response submitted is attached to the minutes)

71. **To consider working with parish councils to identify any shared concerns in order to present a better coordinated response.**

Proposed by Councillor H Bushell, seconded by Councillor A Bowyer, it was agreed that the Town Council would work with parish councils to identify any shared concerns in order to present a better coordinated response.

72. **To consider applying to the County Council Parish Partnership funding for new highway entry signs for Dereham.**

Proposed by Councillor L Monument, seconded by Councillor P Duigan, it was agreed in principle to apply to the County Council Parish Partnership funding for new highway entry signs for Dereham subject to the Heritage and Open Spaces Committee agreeing on the design.

73. **To consider preparing environmental risk assessment for Cemetery Road cemetery.**

Proposed by Councillor L Monument, seconded by Councillor T Monument, it was agreed that Cemetery Development Services be employed to prepare an environmental risk assessment for Cemetery Road cemetery.

74. **To consider offer from Breckland Council to contribute towards the funding of prefeasibility work on Dereham Market Place through the Market Towns Initiative.**

Proposed by Councillor H Bushell, seconded by Councillor H Clarke it was agreed that the Town Council accept the offer of funding towards the prefeasibility work on Dereham Market Place through the Market Towns Initiative on the understanding that Breckland Council should consult with the Town Council before issuing any press releases.

Councillors also agreed that the Clerk should write to Breckland Council and request that live events be programmed in to Dereham the same way as it is in Thetford.

Chairman