

THORPE ST ANDREW TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON 19th MAY 2008

<u>PRESENT:</u>	Mr R. S. James (Town Mayor)	Mr J. F. Fisher
	Mr J. M. Ward (Deputy Town Mayor)	Mr S. Freeman-Pannett
	Mr A. J. Barber	Mrs E. C. Laming
	Mrs O. M. Campbell	Miss S. P. Lawn
	Mr D. E. Eley	Mr E. A. Newberry
	Mr J. Emsell	Mr D. R. C. Spooner

1. Attendance book and apologies for absence.

The attendance book was circulated and signed by those present. Apologies were received from, and Mr I. J. Mackie, Mr N. Shaw and Mrs Y. Utting.

2. Declarations of interest in items on the agenda.

Mr J. M. Ward declared a non prejudicial interest in the Pinebanks agenda item as a neighbour to the site.

3. Election of Town Mayor.

Mr R. S. James was proposed by Mr J. M. Ward and seconded by Mr J. F. Fisher. There being no other candidates Mr R. S. James was elected Town Mayor and the Town Mayor's declaration of office was duly completed. Mr E. A. Newberry requested that his vote against the election of a Town Mayor was recorded.

4. Election of Deputy Town Mayor.

Mr J. M. Ward was proposed by Mr R. S. James and seconded by Mr A. J. Barber. There being no other candidate Mr J. M. Ward was elected Deputy Town Mayor. Mr E. A. Newberry requested that his vote against the election of a Deputy Town Mayor was recorded.

5. Representatives to Outside Organisations

On a show of hands Mr E. A. Newberry was appointed to represent the Town Council at meetings of the Campaign to Protect Rural England and the Bittern Line Partnership. On a show of hands it was **AGREED** to appoint Mr N. Shaw and Mr R. S. James to represent the Town Council at meetings of the Safer Neighbourhood Action Panel for a further year.

6. Committees

The list of Committee members for the previous financial year was circulated. All members agreed to serve for a further year except for Mrs O. M. Campbell who resigned from the Events Committee. Mr S. Freeman-Pannett **AGREED** to join the Plans Committee.

7. To confirm the minutes of the meetings held on the 7th April 2008

The minutes of the meetings held on the 7th April 2008, previously circulated to members, were approved and signed.

8. Announcements (For information only).

None.

9. Public participation – It was unanimously resolved by a motion to suspend the meeting to allow members of the public, County and District Councillors the opportunity to address the meeting.

Mr R. Beazley of Savills, land agents for the Crown Point Estate who owned Thorpe Marshes gave a presentation summarising the gravel extraction works that had been taking place at Thorpe Marshes for a number of years. The work was due to be completed towards the end of 2009. A new broad and some ponds would be created as part of the restoration scheme that had been prepared as condition of the planning permission that had been granted for the gravel extraction work.

The landowners wished the Town Council to consider taking over the responsibility of running the site when the works had been completed. It was considered that the new broad and ponds could be registered as a nature reserve that would enable grant funding for maintaining and improving the sites. The adjacent grazing meadows would be part of the proposed nature reserve and the benefit of the income that could arise from the ESA scheme and from Single Farm Payments could assist with future maintenance. The area of the site was about 50 acres in total.

Mr M. Davies of Norwich Fringe Project gave additional information on how the site might be able to be registered as a nature reserve and gave some ideas on the management commitment that site would require and how this could be tackled. Grant aid was likely to be available if local nature reserve status was obtained. This had recently been obtained for Cary's meadow which was managed by the Fringe Project for the Broads Authority who owned the site. About £650 per year was spent by the Fringe Project to maintain Cary's Meadow.

Mr Beazley concluded the presentation by answering questions and presenting proposals for Heads of Terms for a 10 year lease of the site which included a £5000 contribution to costs involved in setting up and future management of the site for consideration at the next Town Council meeting.

Mr P. Rope raised concerns regarding the flying of a naval ensign at the recent St George's celebrations and informed the council that the Burial Trust had given one years notice to tenants of the Yarmouth Road allotments. He considered that the Town Council should raise concerns regarding the possible loss of the green space. Mr Rope wished to know if a faculty had been applied for at the cemetery when it was decided that the existing cemetery was sufficient for future burial purposes.

A resident of Yarmouth Road made a number of comments on the proposed waiting restrictions in Yarmouth Road and also the speed of traffic passing down the road.

Mr P. Fenn asked on behalf of a number of local residents if there was any further news to report regarding the future of the Pinebanks sports and leisure club. Mr J. F. Fisher reported that the agents for the sale of the property had indicated that it might be possible to develop between 130 and 165 houses on the site. However under current planning guideline any recreation land to be redeveloped in part or whole would have to be replaced locally unless it could be demonstrated that the site was surplus to requirements. Bids for the site were required by 12 noon on 6th June 2008.

District Council

Mr J. Ward advised that the District Council did not support any of the unitary authority proposals that had been put forward. The status quo was the preferred option and no alternative suggestions would be put forward. The Boundary Committee would reveal its preferred option in July and would make recommendations by 31st December 2008. A decision on the recommendations would be made early in 2009 and implemented in 2010.

10. Pine banks

It was **RESOLVED** that in the light of the development potential that was being marketed the Town Council was not in a position to make a bid for the whole site. The agents would be informed of the Council's interest in negotiating with developers for the retention of green space for leisure and sporting use. The District Council would be contacted regarding the existing planning restraints that would restrain any development opportunities developers might put forward.

11. Payment of Accounts:

Cheque numbers 002915 – 002967 totalling £32,278.42p, voucher numbers 30 –116, 125 - 151 on the 2008/09 payments list were approved and signed.

12. Draft minutes of committee meetings.

Beacon Committee

The draft minutes of the Beacon committee held on 6th May 2008 were noted.

Plans committee

The draft minutes of the Plans committee held on 21st April 2008 and 12th May 2008 were noted.

Finance and Staffing committee

(i) The minutes of the Finance and Staffing committee held on 28th April 2008 were noted. The Town Council then **RESOLVED** to approve the financial statement for the year 2007/08 that had previously approved by the Finance and Staffing Committee.

(ii) The Local Government Pension Scheme Statement of Decisions and Policy was then considered and it was **RESOLVED** by the Town Council to adopt the policy that the Finance and Staffing committee had put forward.

(iii) The Audit Commission Annual Return for the year ended 31 March 2008 was considered and the contents of Section 1 – Statement of Accounts and Section 2 Annual Governance Statement was reviewed and accepted for its effectiveness in internal control for fraud and corruption. An assessment of the risks facing the council was considered and it was **RESOLVED** that appropriate steps had been taken to manage those risks. A review of the effectiveness of the system of internal audit of the council's accounting records and control systems was carried out and was considered to be satisfactory. In completing the annual governance statement consideration was given to any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end that could have a financial impact on the council and, where appropriate, they were included in the statement of accounts that the Town Council **RESOLVED** to accept.

13. Town Tree Warden's report

The contents of the report were noted. Mr P. Rope, Town Tree Warden, had attended a meeting at Halvergate where a number of tree issues regarding planning, and transportation were considered. The planning application for 43 Beechwood Drive had been passed by Broadland District Council despite the reservations of the Tree Officer. The Summer Tree Walks would commence on 20th May 2008.

14. Norfolk County Council

(i) Proposed extension to waiting restrictions, Yarmouth Road

Waiting restrictions would be requested on both sides of the road. The proposals for further waiting restrictions were supported but it was considered that a statutory cycle lane could achieve the same results as the proposed waiting restrictions. A statutory cycle lane was strongly supported. No extension to waiting restrictions should be made in Yarmouth Road until every resident in Bishops Close, Chapel Lane, South Avenue, Stanmore Road, Western Avenue, Stanmore Road, Stanmore Close and the section of Yarmouth Road from Bishops Close to Barber Place had been individually consulted by the N.C.C. Planning and Transportation department.

(ii) Meridian Way bus gate

Information regarding the removal of the bus gate from the Project Team manager was noted.

(iii) Consultation on Accommodation and Community Services for older people and carers

The Clerk would be delegated authority to answer the questionnaire.

15. NHS Norfolk

Copies of the questionnaire on proposals for a new GP led health centre would be sent to members with papers for the June meeting to be individually returned.

16. Norfolk County Association of Parish & Town Councils

It was **RESOLVED** to renew the subscription for a further year at a cost of £990.74p.

17 Request from resident to plant on a highway verge at Skippon Way

Details of the resident's planting proposals would be submitted to the highways department for their consideration. The resident was commended for his community spirit.

18. EDF Energy

Information on works to be carried out at the River Green sub station was noted.

19. Web site updates

Information on costs that would arise whenever the web site was updated or amended was noted and would be referred to The Beacon committee. The website designer would be asked if the office staff could update the site.

20. Boundary Committee

Information on the review of the structure of local government in Norfolk and Suffolk was noted.

21. Town Plan update

The Town Plan questionnaire would be published in the June edition of The Beacon.

22. Trial borehole at Horsewater

Information on a trial borehole that would be made to assess whether a pumping station at the site could solve flooding problems was noted.

23. Norfolk Planning Conference 2008

Mr D. E. Eley would attend the conference that would be held at Swaffham Assembly Rooms on 12th June between 10.00am and 3.30pm.

24. Thorpe St Andrew Episcopi

An acknowledgement of the donation that had been made was noted.

25. Future agenda items

None.

Date of next Town Council Meeting 2nd June 2008 at 7.30p.m.
At the Dussindale Community Centre.