

Thorpe St Andrew Town Council Meeting

Minutes of the meeting held on Monday 3rd August 2009

<u>1. Present:</u>	Mr R. S. R James (Town Mayor)	Mrs E. C. Laming
	Mr J. M. Ward (Deputy Town Mayor)	Miss S. P. Lawn
	Mr G. Allison	Mr I. J. Mackie
	Mr A. J. Barber	Mr N. Shaw
	Mr J. Emsell	Mr G. Rowe
	Mr D. E. Eley	Mr R. Robson
	Mr S. Freeman-Pannett	Mr D. R. C. Spooner

Apologies: - Mr J. F. Fisher, Mr E. A. Newberry

In Attendance: Mr S. J. Ford (Town Clerk)

2. DECLARATIONS OF INTEREST: Mrs E. C. Laming declared a personal interest in agenda item 10 Thorpe Marshes. Mr I. J. Mackie, Mr N. Shaw and Mr J. M. Ward declared a personal interest in any matters relating to Norfolk County and Broadland District Councils as members of those councils.

3. To confirm the minutes of the meeting held 6th July 2009

The minutes of the meeting held on 6th July 2009, previously circulated to members were approved and signed following an amendment to say that there was no mandate to discuss the rent. It was **RESOLVED** that the rent should not be discussed.

4. Announcements

None.

5. Public Participation

The Town Mayor then put forward a motion, seconded by Mr J. M. Ward to suspend the meeting to enable members of the public to speak. Notes on the public session are attached as an addendum to the minutes of the Town Council meeting. The Town Mayor then closed the public session after members of the public, County and District Councillors had spoken and re-convened the meeting.

6. Payment of Accounts

Cheque numbers 003565 – 003605 totalling £27,553.97p, on the 2008/09 payments list were approved and signed.

(i) Internal Auditor's Report

The report said that the books were well maintained and that the Council was involved in financial decisions and aware of the necessary internal controls. The auditor's comments and recommendations and response from Mrs J. B. Fenn, RFO, were noted and would be implemented where required.

7. Tree Wardens' Report

The contents of the monthly report were noted. Mr P. Rope said that he had looked through the River Green tree survey and said that it was very interesting. The job description and terms of reference that had been prepared by Mrs E. C. Laming were most useful. Mr Rope had discussed the tree work requested under item 19 on the agenda, Tudor Cottage, Pound Lane and he supported bringing the Town Amenities Officer's proposal to bring forward routine tree work to try and resolve the problems the resident was having with television reception. Mr D. E. Eley proposed, seconded by Mr G. Rowe that the tree wardens be re-appointed for a further year on the terms. On a show of hands it was resolved to re-appoint Mr P. Rope and Mrs M. Amos as the Town Tree Wardens. Mr R. S. James, seconded by Mr J. M. Ward moved that

the Job Description and Terms of Reference for the Tree Wardens be adopted. Mr I. J. Mackie put forward an amendment to the fifth paragraph of the Terms of Reference to read that whilst the Finance and General Purposes Committee would consult the Tree Wardens about any work on Trees in Thorpe St Andrew it would then put forward recommendations made in conjunction with the Town Amenities Officer to the full Town Council who would make the final decision on the works. It was **RESOLVED** to adopt the amendment. A vote was then taken on the amended motion and **RESOLVED** to adopt.

8. Draft Minutes of Committee Meetings

Publications and Media Committee

The draft minutes of the meeting held on 13th July 2009 were noted. The Vice Chairman, Miss S. P. Lawn, said it had been decided to publish an 8 page mono newsletter to publicise the August Festival. At the August event 300 members of the public would be asked if they wanted the new format of an A4 publication printed on art paper that contained no advertising or the tabloid newspaper format with advertising.

Plans Committee

The draft minutes of the meetings held on the 19th January 2009 were noted.

10. Broadland Community Bank

Information on the Community Bank and its method of operation. It was **AGREED** that representatives of the organisation would make a presentation at the March meeting.

11. Norfolk Association of Local Councils

An invitation to attend the Larger Councils meeting at Cromer was noted. Members of staff would attend to hear speakers from Norfolk County Council on the new parish/town council direct telephone service and Andy Coulson of H.M.R.C. on the subject of VAT.

12. Norfolk Flooding

An invitation to an environmental consultation on who is responsible for doing what in the event of flooding at Acle on 7 February was noted.

13. East of England Empowerment Partnership

An invitation from the Partnership to a meeting at Gt Yarmouth on 26th February to see how the Borough Council was delivering a range of empowerment projects was noted.

14. Road links to Plumstead Road East

A proposal regarding road links to Plumstead Road East put forward by Mr D. E. Eley was considered. Mr J. F. Fisher proposed, seconded by Mr G. Rowe, that the scheme should be adopted as Town Council policy. It was **RESOLVED** to adopt as policy:

1. Any new road connecting the roundabout to at Smee Lane to Plumstead Road East should be restricted to a maximum of 7.5 tons.

2. Connection to and from Thorpe End to the Northern Distributor Road should be confined to vehicles under 7.5 tons.

3. Any new link from Salhouse Road should be confined to vehicles under 7.5 tons.

15. Thorpe Marshes

Owing to the nature of the business to be considered the minutes are contained in the confidential addendum attached.

16. Initial training for Clerks and Councillors

Information on training courses provided by the Norfolk Association of Local Councils was noted. Mr J. Emsell would attend the one day course on 17 March at Morley St Peter.

17. Chairmanship and Engagement training

Information on courses run by the Norfolk Parish Training Partnership was noted.

18. Verge cutting contract renewal

It was **RESOLVED** to accept the five year contract offered by Norfolk County Services for the cutting of grass verges that was carried out as a delegated function for Norfolk County Council.

19. Action plan for the Town Plan

Mrs E. C. Laming had prepared an action plan that following some amendments that arose during the discussion would be used to progress production of the document. Thanks were given to Mrs E. C. Laming for all her work on the Town Plan to date and to Miss Janet Smith, Tree Wardens Peter Rope and Marion Amos and Mr Tony Howes for their input to the Town Plan.

20. N.A.L.C. Consultation service

The Association had provided information on their new consultation service that would provide a précis on many of the consultation documents that were circulated to parish and town councils. The first was on the government's consultation on the proposed Code of recommended local authority publicity; the contents were noted.

21. Casual vacancy

No applications had been received to date for the vacancy that existed on the Town Council.

22. Scamnesty 2 – 15 February 2009

Information that Norfolk County Council Trading Standards would be taking part in the Office of Fair Trading Scamnesty campaign was noted.

23. Military briefing – TA Centre Aylsham Road, Norwich

Mr J. M. Ward, Deputy Mayor, would be attending a military briefing on the army on 12 March 2009.

24. Inspire East, East of England Development Agency

Information on community events in Cambridge and Basildon was noted.

25. N.A.L.C. Training on The Power of Economic, Social or Environmental Well Being

Information that the Association would provide the training required to implement the power of well being provided by s.2 Local Government Act 2000 was noted.

26. Yarmouth Road – temporary closure

Information on the road closure from 9 February 2009 for a period of about 8 weeks was noted.'

27. S.A.M. speed monitoring Plumstead Road East

The statistics of three visits that had been made by the team to Plumstead Road East were noted. The highest speed recorded was 81mph.

28. Yare Valley Medical Practice

Information that the Thorpe Road and Heartsease surgeries wished to move to Wellesley Road, Norwich was noted. The surgery would be contacted and asked if additional services could be provided such as a dentist, optician, out of hours service, nurse facility, C.A.B. etc if the move to the new premises went ahead.

Date of next meeting 2nd March 2009 at the Dussindale Centre 7.30pm.

Confidential addendum to the minutes of the 2nd February 2009 Town Council meeting.

Mrs E. C. Laming left the room when the following matter was discussed.

15. Thorpe Marshes

It was **AGREED** to reject the offer of a six year lease at a rent of £1200.00 per annum and continue to negotiate with the landowners with a maximum price of £15,000 in mind.