

Thorpe St Andrew Town Council Meeting

Minutes of the meeting held on Monday 1st June 2009

<u>Present:</u>	Mr R. S. R James (Town Mayor)	Mr J. Emsell
	Mr J. M. Ward (Deputy Town Mayor)	Mr J. F. Fisher
	Mr G. Allison	Mr S. Freeman-Pannett
	Mr A. J. Barber	Mr E. A. Newberry
	Mr D. E. Eley	Miss S. P. Lawn
	Mr N. Shaw	Mr G. Rowe

1. Apologies: - Mrs E. C. Laming, Mr I. J. Mackie, Mr D. R. C. Spooner

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

2. DECLARATIONS OF INTEREST: Mr R. S. James declared a prejudicial interest in Agenda Item 21 Advertising in Parish Life magazine as a member of the Finance Committee of the Church Council and would leave the room when the matter was discussed.

3. To confirm the minutes of the meetings held on 18th May 2009

The minutes of the meeting held on 18th May 2009, previously circulated to members were approved and signed with the following amendment to paragraph 21 C.P. R. E. Clean Up Norfolk Campaign: "It was **AGREED** to contact the organisation and advise that we would organise a litter pick at a later date."

4. Announcements

The Town Mayor announced that he attended the recent S. N. A. P. meeting that was held at Postwick Village Hall. He noted that apart from the Clerk to Postwick Parish Council all the members of the public that were in attendance were from Thorpe St Andrew.

The Clerk drew attention to Open Gardens Event that Mr B. Tarring had once more organised. This year the event was being held to raise funds for restoration of the War Memorial.

5. Public Participation

The Town Mayor then suspended the meeting to enable members of the public to speak.

District Councillors

Mr G. B. Walker said that the unitary council issue was still rumbling on; Norwich City Council had spent £1.200,000 to promote their side of the issue.

Mr J. F. Fisher said that he had contacted Crown Point Estate and spoken with a family member regarding the boats that were moored unlawfully next to the public footpath at Thorpe Marshes. The occupiers were required to keep their dogs on a lead and Mr Fisher understood that solicitors were being instructed to take the necessary legal steps to have the boats moved off Crown Point land.

The Town Mayor then closed the public session and reconvened the meeting.

6. Payment of Accounts

Cheque numbers 003494 – 003526 totalling £35,052.74p, on the 2008/09 payments list were approved and signed. It was noted that the Town Council continued to maintain the Whitlingham Lane picnic area. The new owners would be asked if

maintenance of the area could continue on the same terms as previously existed when the area was owned by Norwich Union.

7. Tree Wardens' Report

Mr P. Rope submitted his monthly report and provided information on works being carried out on trees that were subject to preservation orders. Mr Rope had concerns regarding some of the mature trees on the Dussindale development that he felt might need to be protected by Tree Preservation Orders. He would be discussing this with the tree officer at the District Council. Mr Rope continued to have concerns regarding the hedge and tree works at the Recreation Ground, Laundry Lane and was waiting for a reply to concerns he had previously raised.

8. Draft Minutes of Committee Meetings.

None.

9. Annual Public Meeting.

Mr R. S. James, Town Mayor, gave a verbal report on the Annual Public Meeting that had been held on 19 May 2009. There had been presentation by The Mathew Project and the Street Pastors team; both of whom were working with youth in Thorpe St Andrew to reduce anti social behaviour. Photographs of the new broad and nature reserve at Thorpe Marshes were shown on the projector and these were of interest to members of the public that were present.

10. Casual vacancy

No applications had been received to date; notice of the vacancy was on display. The vacancy would be filled by co-option when a suitable application was received.

11. Update on St Andrews roundabout

Shalom Care Home had agreed terms with a suitable contractor who would be starting work on building the raised St Andrew's Flag feature and taking on maintenance of the grassed area in the next few days.

12. River Green/Thorpe Island

It had been agreed at a previous meeting that bird feeding should be discouraged. Notices provided by the Broads Authority had been erected explaining why bird feeding was being discouraged. A number of other measures that could be taken to further discourage bird feeding were discussed. There were concerns regarding the amount of fouling on the green and dangers that could arise, particularly to young children, when flocks of swans and geese accumulated around them when they had bread in their hands.

A copy of a letter from Andrea Long, Broads Authority Director of Planning and Strategy setting out planning controls that applied in conservation areas was noted. Action would be taken with regard to unauthorised work carried out on trees to the east of Thorpe Island, use of a structure as a dwelling and changing undeveloped land into garden land. At the western end of the island enforcement action had been taken that required removal of stored materials. Some material had been removed and some had been allowed to remain pending a planning application. As no application had been received the existing enforcement action would be used to have the materials moved away.

13. Thorpe Marshes

Problems with the tidal flap and locations where water could ingress had been identified and identified as a problem that had led to a higher level of flooding on the marshes during the past winter. These would be tackled during the summer as part of the restoration scheme and moves were afoot to move on boats that were moored unlawfully on the marshes.

14. Achievement Award

Mr R. S. James, Town Mayor, gave details of five young members of St John Ambulance who had achieved the Super Badger Award. It was **AGREED** to present the Council's Achievement Award to the five children.

15. Annual return for year ending 31 March 2009

The Annual Return for the Year Ending 31 March 2009 was considered and **APPROVED**. The Town Mayor, Mr R. S. James signed the Section 1 Statement of Accounts and Section 2 – Annual governance statement. The Town Clerk, Mr S. J. Ford, also signed Section 2 – Annual governance statement in the required box.

16. Appointment of Internal Auditor

The services offered by two internal auditors were considered and it was **RESOLVED** to appoint Mrs Pauline James as Internal Auditor for the 2008/09 financial year. The Clerk, Mr S. J. Ford recommended that in future the Internal Auditor should be appointed during the current financial year.

17. Local bus services

A resident had written to draw attention to the withdrawal of bus services along Booty Road. Letters would be sent to First and Anglian buses asking if routes could be varied to provide a more comprehensive bus service in the town.

18. Town weekend skip service

A letter from a resident and a verbal report from the Clerk on abuse of the most recent weekend skip that had been provided by the District Council were considered. It was **AGREED** that despite the problems encountered when a skip was placed at Newbury Way allotments that overall the scheme was well used by residents and that skips should continue to be provided.

19. Yarmouth Road parking issues

A letter from a resident drew attention to parking problems in the area of Yarmouth Road around the Townhouse. It was noted that part of the problem was caused by parking that caused an obstruction caused by cars parking on the footpath. Residents would be advised that every time an obstruction is caused it should be reported to the police on 0845 4564567. Local businesses would be asked to request their staff park with consideration for local residents. Mr S. Freeman-Pannett would raise the problems at the S.N.A.P. meeting on 8th September.

20. Request for donation

It was **AGREED** that a request for a donation to Acle District Girl Guiding would be turned down.

21. Advertising in Parish Life.

Mr R. S. James left the room at this point in the meeting and the Deputy Mayor, Mr J. M. Ward then took the Chair. It was **AGREED** to take out a quarter page advertisement for a further year at a cost of £148.51p.

Mr R. S. James was then asked to come back into the room and take the chair for the rest of the meeting.

22. C. P. R. E. Community Landscape Statement

Information on how production of a Community Landscape Statement could help protect the environment for the future would be passed to the Plans Committee for their consideration.

23. Norwich International Airport

Proposals to improve safety by introducing controlled airspace in the vicinity of Norwich International were noted. A letter of support for the proposals would be submitted.

24. Yarmouth Road – proposed waiting restrictions.

A copy of the Notice for revised proposals for waiting restriction in Yarmouth Road and South Avenue were noted. The proposals were similar to those received in March; the main difference was restricted waiting in the lay bys at Richmond Court and the near the Parish Church. It was **AGREED** to submit the same comments made to the proposals considered in March.

25. Laundry Lane car boot sale.

Correspondence was considered that had been received from a resident of Laundry Lane who considered the start time of the event was too early. It was **AGREED** that the event should start half an hour later at 8pm.

26. Beacon meeting.

The minutes of the meeting held by Mr J. M. Ward, Deputy Mayor, Mr G. Rowe and the Clerk, Mr S. J. Ford, were considered. It was **RESOLVED** that the Town Council's previous recommendations should be referred to the Media and Publications Committee to work out how the Council's requirements could be met.

27. Armed Forces Day 27th June.

The contents of the newspaper article that gave information on flag raising events that were being held all over the county were noted. It was **AGREED** that the Council would purchase the special flag that had been produced for Armed Forces Week and that this would be raised at a ceremony that would be held with the Thorpe Branch Royal British Legion at 10.30am on Monday 22 June 2009.

28. Equality and human rights

Information on public sector legal responsibilities to demonstrate that action was being taken on race, disability and gender equality in policy making, delivery of services and public sector employment was noted.

29. East Norwich Youth Project newsletter.

The contents of the newsletter were noted.

30. Future agenda items.

Mr S. Freeman-Pannett said that a board with pictures of councillors and staff should be placed in the foyer of the Dussindale Centre.

Date of next meeting: 6th July 2009 at the Dussindale Centre 7.30pm.