

Thorpe St Andrew Town Council Meeting

Minutes of the annual meeting held on Monday 18th May 2009

Present:

Mr R. S. R James (Town Mayor)	Mr J. Emsell
Mr J. M. Ward (Deputy Town Mayor)	Mr S. Freeman-Pannett
Mr G. Allison	Mr E. A. Newberry
Mr A. J. Barber	Mrs E. C. Laming
Mr D. E. Eley	Miss S. P. Lawn
Mr D. R. C. Spooner	Mr I. J. Mackie,
Mr N. Shaw	Mr G. Rowe

Apologies: - Mr J. F. Fisher

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

DECLARATIONS OF INTEREST: Mrs E. C. Laming declared a personal interest in Agenda Item 19 Thorpe Marshes. Mr R. S. James declared a prejudicial interest in Agenda Item 23 Civic Award Nomination and would leave the room when the matter was discussed.

3. Election of Town Mayor

Mr R. S. James was proposed by Mr J. M. Ward and seconded by Mr I. J. Mackie. There being no other candidates Mr R. S. James was elected Town Mayor and the Town Mayor's declaration of Acceptance 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 I. J. Mackie. There being no other candidates 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. To confirm the minutes of the meetings held on 6th April and the confidential minutes of the extraordinary meeting held on 5th May 2009

The minutes of the meeting held on 6th April 2009, previously circulated to members were approved and signed with the following amendments:

Section 12. paragraph 2 Marshes: Changed to read "The flooding problems were explained and it was **AGREED** that no commitment could be made for future management of the site while the flooding problems existed."

Section 15 Donations: Second sentence changed to read "Mr J Ward proposed that a donation to Norfolk Accident Rescue should not be made."

Section 26 The Boundary Committee: "It was **RESOLVED** to reject the doughnut option." was added to the minute.

The Town Mayor, Mr R. S. James, said that in view of the confidential nature of the minutes of the meeting held on 5th May 2009 these would be agreed when item 14 on the agenda was discussed. Due to the confidential nature of the business to be conducted he would ask the council invoke Section 65 of Standing Orders and resolve to exclude the press and public from the meeting when item 14 The Beacon was being discussed.

5. Announcements

The Town Mayor announced that he had been invited to attend an awards evening in July at the St John Ambulance headquarters when members of their young persons Badger group would receive awards for gaining all the certificates available to them from the organisation.

The Clerk drew attention to a Community Awareness Day that was being held at the Dussindale Community Centre on 27 May 2009. Local clubs and organisations could have free stall space to publicise their organisation. The Clerk said the Town Council had been invited to take part in a canoe regatta at Broadland Boat Club on Sunday 28 June 2009.

7. Public Participation

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

Police

Police Constables Chris Welfare and Matt Wills introduced themselves as new members of the local police team following changes in policing that had been introduced with effect from 1st April 2009.

Mr J. M. Ward asked the Constables for information regarding parking on verges and pavements. The police view was that an obstruction in a road arose if a fire engine could not drive up a road because of parked vehicles. On a footpath an obstruction arose if a vehicle parked on a pavement and a double buggy could not pass by on the pavement and had to walk round the vehicle on the road. The officers were given information on roads where residents often complained of inconsiderate parking on verges such as Margetson Avenue and Spinney Road.

The officers provided information on the measures that had been taken by the Safer Neighbourhood teams to address the issue that arose from large gatherings of youths in the town on Friday nights. Over the last four weeks 147 youths had been stopped and asked what they were doing. Following the police action that had been taken over the previous four weeks there had been a marked reduction in the number of calls that had been received regarding anti social activities.

County Councillors

Mr I. Mackie said that Yarmouth Road had reopened early following the resurfacing work; good feedback had been received regarding the work that had been carried out.

District Councillors

Mr J. M. Ward drew attention to the Broadland Design Awards that were the subject of Item 26 on the agenda. More than one entry to the competition could be made.

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

8. Payment of Accounts

Cheque numbers 003440 – 003493 totalling £26,866.19p, on the 2008/09 payments list were approved and signed.

9. 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 and Mrs Amos would start their series of tree walks in June. Mr Rope noted that building work had commenced at Hilly Plantation; he would be keeping an eye on the trees on the site.

Mr Rope expressed concern that he had not been consulted as tree warden when tree planting was carried out.

It was **AGREED** to place the matter on the agenda for the Finance and General Purposes committee meeting that was scheduled for 22 June 2009.

10. Draft Minutes of Committee Meetings

Recreation and Amenities

The draft minutes of the meeting held on the 14th April 2009 were noted. Mrs E. C Laming said that the Recreation and Amenities committee had been working on drawing up terms of reference for the Town Tree Wardens. A five year report would be prepared for the Laundry Lane Recreation Ground tree work and planting. Mr J. M. Ward and Mrs E. C. Laming had carried out a further inspection of the allotments. There were a number of plots that were not being worked and if that remained the case at the next inspection letters terminating their tenancies from 1st October would be sent out at the end of August. Consideration had been given to the creation of further allotment plots on the north of the site but the existence of extensive fox burrows that were protected in law were a complication. The committee had considered a number of projects that could be enabled by use of the s106 funds held by the District Council. The initial priority for the funds would be for those parts of the River Green improvements that fell within the Section 106 legal agreements. The recommendations would be submitted to the Finance and General purposes committee.

Plans Committee

The draft minutes of the meetings held on the 20th April and 11th May 2009 were noted. Mr J. Ward noted that the committee had made no comment on the proposed dwelling at 79 South Hill Road and had restricted their comments to the proposed garage only. The application received from the District Council was marked as an amended plan; the only difference to the earlier application that had received planning permission was the location of the garage.

Finance and Staffing

The draft minutes of the meeting held on the 5th May 2009 were noted. It was noted that the figures on the Financial Statement considered at the meeting would be taken to audit.

11. Finance and General Purposes committee.

It was **RESOLVED** by nine votes in favour and five abstentions to form the Finance and General Purposes committee that would replace the Finance and Staffing and Recreation committees.

12. Appointment of committees

Finance and General Purposes committee

The committee would comprise of seven members; Mr J. Emsell and Mr D. Spooner agreed to act as substitutes in the event of committee members being unable to attend a meeting. The following members agreed to join the committee:

Mr J. M. Ward, Mr G. Rowe, Mrs E. C. Laming, Mr I. J. Mackie, Mr A. J. Barber, Mr G. Allison and Miss S. P. Lawn.

River Green sub committee

The following members agreed to join the committee:

Miss S. P. Lawn, Mr I. J. Mackie, Mrs E. C. Laming, Mr G. Rowe and Mr G. Allison.

Plans Committee

The following members agreed to join the committee:

Mr S. Freeman-Pannett, Mr D. R. C. Spooner, Miss S. P. Lawn, Mr D. E. Eley, Mr J. F. Fisher, Mr E. A. Newberry and Mr G. Allison.

Publications and Media committee

The following members agreed to join the committee:

Mr S. Freeman-Pannett, Miss S. P. Lawn, Mr J. Emsell, Mr I. J. Mackie, Mr D. E. Eley, Mrs E. C. Laming, Mr J. F. Fisher, Mr N. Shaw and Mr G. Rowe.

Events committee

The following members agreed to join the committee:

Mr I. J. Mackie, Mr S. Freeman-Pannett, Miss S. P. Lawn, Mr J. Emsell, Mr J. M. Ward, Mrs E. C. Laming, Mr R. S. James, and Mr N. Shaw.

Dussindale Park Community Trust Management Trustees

The following members agreed to join the committee:

Mr D. E. Eley, Mr A. J. Barber, Mr J. M. Ward, Mr R. S. James, and Miss S. P. Lawn.

13. Appointment of representatives of outside organisations

Safer Neighbourhoods team: Mr R. S. James, Miss S. P. Lawn, Mr S. Freeman-Pannett and Mr N. Shaw would represent the Town Council.

Campaign for the Protection of Rural England: Mr E. A. Newberry agreed to continue to represent the Town Council.

Bittern Line: Mr E. A. Newberry agreed to continue to represent the Town Council.

14. The Beacon

At this point of the meeting it was **RESOLVED** that in view of the confidential nature of the business to be conducted the press and public would be excluded from the meeting when item 14 The Beacon was being discussed. The confidential minutes are contained in a separate addendum. The Clerk, Mr S. J. Ford, was asked to leave the room whilst the minutes of the Extraordinary Meeting held on 5th May 2009 were agreed and whilst Item 14 on the agenda was discussed. Mrs E. C. Laming **AGREED** to take the minutes when the Clerk was out of the room.

The Clerk was asked to rejoin the meeting after the discussions had finished on item 14 – The Beacon.

15. Parking on grass verges

Information regarding fixed penalty notices that could be issued for parking on verges in certain circumstances that the Police officers had provided in the public session was noted.

16. Casual vacancy

The casual vacancy that had arisen on the Town Council would be advertised on the notice boards and web site, no new applications had been received. The vacancy would be filled by co-option when a suitable application was received.

17. St Andrews Park roundabout; Community garden

The sponsor and contractor had agreed terms for the planting and maintenance of the roundabout and it was anticipated the landscaping work would commence very soon.

The terms of reference and minutes of the meeting held with the Horticultural Society and Rotary Club were noted regarding the proposed Community Garden at the Tree Plantation was noted. The next meeting would be dependent on any queries that might arise when the proposals were considered by members of both organisations.

18. River Green improvements

The landscape architect had put forward proposals for various types of bird bath. The proposals were considered and it was unanimously **RESOLVED** not to proceed with the bird bath. A quotation for Pre-development tree survey and tree constraints plan that was required before the planning application could be made was considered and it was **AGREED** to accept the quotation and request that the work be carried out as soon as possible.

19. Thorpe marshes update

Mr I. J. Mackie said that a [positive](#) meeting had been held earlier in the day with [the Town Council marshes steering group and the landowner's agents](#). [The agents](#) provided draft terms for a ten year lease and a five year management plan, [provided by the Norwich Fringe Project](#), with details of income and likely expenditure, [a grazier had already been sourced](#). [The proposals had also been discussed with the Town Council amenities manager](#). Restoration works and dyke clearance works had been discussed and it was likely that the site works would be completed by the end of 2009. [There would be walkways and bird viewing hides as well as planting](#). [Fishing would not be encouraged since the site did not lend itself to water side access](#). [The site would purely be of a nature reserve status](#). [Some flooding problems that had arisen together with illegal mooring of residential boats were a major concern that would be resolved by the agent before the site was made available to lease as a local nature reserve](#). [Section 106 funds would be sought from Broadland District Council to part support this project](#). Mr I. J. Mackie proposed, seconded by Mr J. M. Ward that "This council resolves to proceed with legal negotiations with the Crown Point Estate, in order to adopt the Thorpe Marshes as part of a ten year lease, subject to adequate resolution of two subjects – travellers and the tidal flap and flooding." On a show of hands it was then **RESOLVED** to proceed to the next stage on those terms.

20. Update on Broadland Community Bank

The Clerk said that following the article published in The Beacon a number of volunteers had come forward who were potentially interested in helping to run a local branch. It was understood that the Community Bank had organised a meeting with volunteers from Thorpe St Andrew and Sprowston and further information was awaited.

21. C.P.R. E - Clean up Norfolk Campaign

Information on the clean up campaign that would take place between 1 – 7 June 2009 was noted. It was considered that there was insufficient notice to take part on this occasion.

22. Norfolk Association of Village Halls – notice of meeting.

Information that a meeting to find committee representatives from the Broadland and Gt Yarmouth areas was noted.

23. Civic Award Nomination.

At this point on the agenda the Town Mayor, Mr Russell James, left the room having previously declared a personal interest in the agenda item. The Deputy Mayor, Mr J. M. Ward then took the chair and the nomination for the Award was considered. It was **RESOLVED** that the award was well deserved and that the award should be made. Mr R. S. James then rejoined the meeting and took the chair.

24. Norfolk Policing Plan 2009 -12.

The contents of the plan were noted.

25. Broadland Licensing News Issue 12.

The contents of the publication were noted.

26. Broadland District Council Design Award 2009.

It was **AGREED** to nominate Hilton Court, Yarmouth Road and Dussindale Primary School for the award.

27. Macmillan Cancer Support.

A letter of thanks for the £100 donation that had been made was noted.

28. NDR Newsletter Issue 4.

The contents of the newsletter were noted.

29. Newsletter from Broadland policing teams

It was noted that the Thorpe St Andrew Safer Neighbourhood Team had achieved the highest reduction in crime in the force with 350 fewer victims than the previous year.

30. Future Agenda Items

Mrs E. C. Laming asked if asking inviting representatives of Thorpe School Council to attend monthly town council meetings could be placed on a future agenda.

Date of next meeting: 1st June 2009 at the Dussindale Centre 7.30pm.