

## Thorpe St Andrew Town Council Meeting

### Minutes of the meeting held on Monday 3<sup>rd</sup> November 2008

**Present:**

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

**Apologies:** - Mr G. Allison, Mr D. E. Eley, Mr E. A. Newberry, Mr D. R. C. Spooner

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

**DECLARATIONS OF INTEREST:** Mr S. Freeman-Pannett declared a non prejudicial interest in payment voucher 818 as an employee of the payee concerned. Mr I. J. Mackie and Mr N. Shaw declared a prejudicial interest as County Councillors in Agenda Item 17 Northern Distributor Scoping Report but would remain in the meeting when the item was discussed. Mr J. M. Ward as a District Councillor declared a prejudicial interest in Agenda Item 9 Broadland District Council Standards Committee but would remain in the room when the item was discussed; and a prejudicial interest in Agenda Item 16 as a resident of White Farm Lane and would remain in the room when the item was discussed. Mrs E. C. Laming declared a prejudicial interest in Agenda Item 10 – Thorpe Marshes and would withdraw from the room when the matter was discussed.

#### **3. To confirm the minutes of the meeting held 6<sup>th</sup> October 2008**

The minutes of the meeting held on 6<sup>th</sup> October 2008, previously circulated to members were approved and signed following the alteration in Mr S. Freeman-Pannett's declaration of interest where "an employee of Ben Burgess" was deleted and "a member of the Community Speed Watch" was inserted in its place.

#### **4. Announcements**

The Town Mayor Mr R. S. James announced that Mrs O. M. Campbell had passed away on the 19 October and that her funeral would take place on 6 November at St Faiths Crematorium at 2pm. Mr James said that the recent Town Mayor's Reception had been very successful and that a number of compliments had been received after the event. It had been his pleasure to award the first Town Civic Awards to Mr and Mrs B. Tarring at the Reception. Mr James announced that an urgent matter had arisen that was not on the agenda and that it would be dealt with by invoking Section 65 of Standing Orders and because of the sensitive nature of the matters members of the press and public would be excluded from that part of the meeting when the matter was discussed.

The Clerk announced that Mrs Campbell's family had said that they would be pleased if the proposed Community Garden was called "Olive's Garden". The landscape architect had reported that the Conservation Officer at the District Council had been consulted regarding the outline proposals for the River green improvements and that he had raised a number of objections to the scheme. Norwich City Council had organised a meeting at Sprowston Parish Council with those councils that would be part of their authority if the Boundary Committee adopted their proposals for a Unitary Authority. It was considered such a meeting was premature and no members or officers would be attending the meeting.

## **5. Public Participation**

The Town Mayor then suspended the meeting to enable members of the public to speak. Two residents of Eastern Avenue explained the circumstances surrounding hedge works that contractors had carried out at the rear of their property that had led to damage to the boundary hedge and the depositing of a substantial quantity of rubbish on the Recreation Ground. They had contacted the contractors as soon as they had been made aware of the situation and the rubbish had subsequently been cleared to the satisfaction of Council ground staff.

Mr P. Rope asked what the Town Council's policy would be on polling cards in the event of an election being called to fill the casual vacancy that had arisen as result of the death of Mrs O. M. Campbell. In response Town Mayor Mr R. S. James said a decision would be made by the Town Council when and if an election was called.

### **County Councillors**

Mr N. Shaw informed the meeting that Norwich Airport air traffic control currently covered a two mile radius of the airport and this would soon be extended to six miles. As a result more height regulations over Thorpe St Andrew were likely.

### **District Councillors**

Mr J. M. Ward said that he attended the recent Norfolk Waste Partnership meeting and that it had been large, interesting and well attended. Mr J. F. Fisher had attended the Rackheath housing exhibition for the proposed development of 3,500 houses. A new station could be part of the scheme that did not envisage road transport problems arising without construction of the N.D.R. not being carried out before the development was completed.

## **6. Section 65 of Standing Orders was then invoked by the Town Mayor**

Town mayor Mr R. S. James announced that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw. Mrs E. C. Laming also withdrew from the meeting at this point. The urgent matters detailed in the confidential addendum circulated to members of the council with the minutes of the meeting were then dealt with.

The meeting then reconvened and members of the press and public and Mrs E. C. Laming rejoined the meeting.

## **7. Payment of Accounts**

Cheque numbers 003179 – 003187 totalling £18,144.49p, on the 2008/09 payments list were approved and signed.

## **8. Town Tree Warden's Report**

The contents of the report were noted. The tree warden, Mr P. Rope was seeking grant assistance from the District Council for the new hedge that would be planted at Laundry Lane Recreation Ground. Mr J. M. Ward said that a tree had been removed in Common Lane near the bungalows and Mr Rope said he would look into the matter.

## **9. Draft Minutes of Meetings Recreation and Amenities Committee**

The draft minutes of the Recreation and Amenities Committee meeting held on 13<sup>th</sup> October and the request for a 4% increase in the capital projects budget was noted.

#### **Events Committee**

The draft minutes of the meeting held on 21<sup>st</sup> October 2008 were noted.

#### **Finance and Staffing Committee**

The draft minutes the meeting held on 28<sup>th</sup> October 2008 were noted. Mr A. J. Barber drew attention to some amendments that would be made to the draft minutes when the committee next met. The requirement for the Town Council to formally note the adoption of the policies that had been drawn up by the committee was noted.

#### **Beacon Committee**

The draft minutes of the meeting held on 28 October 2008 would be brought to the December meeting. It was proposed that it should be re-formed as the Publications and Media Committee to establish regular and accessible communications with residents and promote the image of the town over a wider area and **RESOLVED** that the proposal and Terms of Reference put forward be adopted.

#### **10. Broadland District Council**

The vacancy for a Parish/Town Council representative on the Broadland Standards Committee was noted.

#### **11. Standing Orders**

It was **RESOLVED** to adopt the standing orders as revised following the amendments agreed at the October meeting.

#### **12. Pound Lane street lights**

It was **RESOLVED** to accept the quotation of £2,940.00 for the upgrading of the twelve street lights served by overhead wires on Pound Lane.

#### **13. Casual Vacancy**

The casual vacancy that had arisen as a result of the death of Mrs O. M. Campbell was noted. It was **RESOLVED** to make a donation of £25.00 each to Mrs Campbell's preferred charities under the powers conferred by s137 LGA 1972.

#### **14. Membership of the Town Council Appeals Committee**

Mr S. Freeman-Pannett, Mr J. F. Fisher and Mr J. Emsell agreed to serve on the Town Council Appeals Committee.

#### **15. Broads Authority Forum**

Information on the appointment of Mr K. Turner as representative of the Norfolk Association of Local Councils was noted.

#### **16. Yarmouth Road highway issues**

Correspondence regarding access problems to Thorpe House and Langley School that had arisen on Yarmouth Road since the closure of Pinebanks were noted. The police would be asked to monitor the situation.

#### **17. Northern Distributor Road scoping document**

The information and consultation closure date was noted.

#### **18. LGA 19732 Section 137 expenditure limit**

Information that the limit had been increased to £6.15p per household was noted..

**19. Remembrance Day Parade and Service**

Information on the parade and service was noted.

**20. Street Lighting energy contract renewal**

It was **RESOLVED** to accept the terms of the two year fixed price contract that had been submitted by Eon UK plc.

**21. C. P. R. E. membership renewal**

It was **RESOLVED** to renew membership of the organisation for a further twelve months.

**22. Communities and Local Government**

Information on proposals for revising the Local Authorities (Model Code of Conduct) Order 2007 was noted.

**23. SAM vehicle speed measurements**

Information on speed measurement results for Spinney Road, South Hill Road and Booty Road was noted. The Community Speed Watch team would soon be operational in Thorpe St Andrew on a regular basis.

**24. Letter of thanks**

A letter of thanks from a resident of Yarmouth Road for the consultation that had been carried out by the council members and staff was noted.

**25. Letter of thanks**

A letter of thanks from Thorpe St Andrew Episcopi was noted.

**26. Broadland Homewatch newsletter**

Information in the newsletter was noted.

**27. Thorpe Youth Cafe**

A letter of thanks from Thorpe Youth Café for the donation they had received was noted.

**28. Heritage Economic & Regeneration Trust**

Information on the consultation that was being carried out regarding plans to transform St Andrews and Blackfriars Halls was noted.

**29. NALC Quality Town/Parish Councils**

Information on the Quality Status scheme was noted.

**30. Town plan**

Consideration of the Town Plan would be placed on a future agenda.

Date of next meeting 5<sup>th</sup> January 2009 at the Dussindale Centre 7.30pm.

## Thorpe St Andrew Town Council Meeting

### Confidential Addendum to Minutes of the meeting held on Monday 3<sup>rd</sup> November 2008

#### 6. Unlawful removal of hedge at Recreation Ground, Laundry Lane

A resident of Eastern Avenue had cut down a section of hedging on the Recreation Ground and erected a fence within the curtilage of the property. There were concerns that this would lead to other residents taking similar action. The police had been informed of the unlawful removal of the hedge.

It was **RESOLVED** that the resident would be informed that the hedge had to be reinstated and replanted to the Council's specification at their expense. A letter would be sent to residents of Eastern Avenue and Davidson Road setting out the legal position on the hedge boundary which could not be lawfully removed without the agreement of the Town Council.

#### Thorpe Marshes

Negotiations had been taking place with Norwich Union and Crown Point Estate regarding two separate areas of Thorpe Marsh, Whittingham Lane. There was clear evidence of public support for the Town Council to take the lead in management of the marshes. There was a need for further discussions with Crown Point Estate regarding the proposed lease of the Thorpe Marshes nature reserve and the Broadland Boat Club who were negotiating with Norwich Union to purchase the marshes that the Town Council had previously entered into negotiations to purchase.

It was **RESOLVED** that a committee consisting of Mr I. J. Mackie, Mr G. Rowe, Miss S. C. Lawn, Mr J. Emsell, Mr J. Ward, Mr R. James would negotiate with the landowners and report back to the Town Council.

It was **AGREED** that the District Council would be asked if £20,000 of s106 money would be available to purchase the former NU marshes with a further sum of up to £10,000 for work on improving public access and management of the sites. The Committee would negotiate hard to seek the best price possible for the proposed purchase of the NU marshes.