

## **Thorpe St Andrew Town Council Meeting**

### **Minutes of the meeting held on Monday 6<sup>th</sup> October 2008**

**Present:** Mr R. S. R James (Town Mayor)  
Mr J. M. Ward (Deputy Town Mayor) Mr S. Freeman-Pannett  
Mr A. J. Barber Mrs E. C. Laming  
Mr D. E. Eley Mr E. A. Newberry  
Mr J. Emsell Mr G. Rowe

**Apologies:** - Mrs O. M. Campbell, Mr J. F. Fisher Miss S. P. Lawn, Mr I. J. Mackie,  
Mr N. Shaw, Mr D. R. C. Spooner

**In Attendance:** Mr S. J. Ford (Town Clerk), Mrs C. M. Watkins (Assistant Clerk)

#### **2. Declarations of Interest**

Mr J. M. Ward expressed a non prejudicial interest in matters relating to Broadland District Council that appeared on the agenda. Mr S. Freeman-Pannett expressed personal and non prejudicial interest on items 744 and 745 on the list of payments as a member of the Community Speedwatch team.

#### **3. To confirm the minutes of the meeting held 1<sup>st</sup> September 2008**

The minutes of the meeting held on 1<sup>st</sup> September 2008, previously circulated to members were approved and signed following the removal of “not have as much” and the insertion of “reduce the” in the paragraph relating to the Extraordinary Meeting of the District Council, paragraph 6. A further amendment was made to section 26 where the word “a” was substituted for “the”.

#### **4. Announcements**

The Town Mayor Mr R. S. James announced that Mrs O. M. Campbell was in hospital. Mr James reminded members that the annual Town Mayor’s Reception would place on 22 October at 7.30pm.

#### **5. Public Participation**

Mr Townshend said that stolen milk bottles had been dumped on his property. P.C. Macardle reminded those present of the importance of reporting crimes, it was not satisfactory to rely on other people reporting any incidents that took place. Mr Townshend had further concerns regarding litter in Meadow Lane but as a private road it was not litter picked by the District Council.

Mr P. Rope regarded the Greater Norwich Development that had been put forward as a matter of great concern. Mr Rope said that he was taken aback at the last meeting when a decision on an application to fill the Casual Vacancy was postponed due to expressions of interest in filling the vacancy having been made by other residents who had not been able to meet the deadline for consideration at the September meeting. Mr Rope was assured there had been no irregularities in procedures.

#### **District Councillors**

Mr J. Ward announced that Dr Stephen Johnson had been appointed as the new Chairman of the Broads Authority. The Broads Authority was getting into arrears with their dredging programme due to E.U. regulations. Mr Ward drew attention to grant funding of up to £2,500 that was available to produce Parish Plans.

## **Police**

The Police informed the meeting that in the last month there had been some problems with youths around schools and Sainsbury's in the evenings but in general things were quieter than they had been in previous months. In response to question raised the meeting was told that parking on grass verges was not an offence although action could be taken on vehicles that were advertised for sale on verges or the highway.

### **6. Payment of Accounts**

Cheque numbers 003125 – 003178 totalling £37,139.38p, on the 2008/09 payments list were approved and signed.

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

The contents of the report were noted. The tree warden, Mr P. Rope had attended the Tree Warden meeting at Sprowston in September and the East of England Tree Wardens Annual General Meeting that had been held at Brundall. Tree works at 122 Thunder Lane and 25 Thorpe Avenue permission had been approved. Both Tree Wardens were happy to act for the Broads Authority in the town. Mr Rope said that he would be able to access some funding for the hedge work that would be carried out at Laundry Lane and asked for more information from the Amenities Officer.

### **8. Broads Authority – Tree Warden Scheme**

The Broads Authority has asked if the Tree Wardens were prepared to carry out their role in those parts of the town where they were the planning authority. They would be informed of the Tree Wardens willingness to do so.

### **9. Draft Minutes of Meetings Plans Committee**

The draft minutes of the Plans Committee meeting held on 8<sup>th</sup> and 29<sup>th</sup> September were noted.

### **10. Norfolk County Council**

#### **(i) Yarmouth Road Prohibition of Waiting Order 2008.**

An acknowledgement for the comments that had been submitted was noted. Mr I. J. Mackie said that he had met the highways engineer on site and a further scheme would be put forward with more limited restrictions.

#### **(ii) Prohibition of Waiting Order – Northside, Central Avenue and St Andrews Square** Information on the restrictions was noted.

### **11. Broadland District Council**

#### **(i) Members Code of Conduct**

Information on guidelines regarding the handling of media enquiries about allegations made to the Standards Committee was noted. It was **RESOLVED** that the Town Council would follow the same guidelines if a complaint regarding a member of Town Council was made to the Standards Committee.

### **12. Standing Orders**

A number of further amendments were made to the document and a revised version would be circulated at the next meeting. It was **RESOLVED** questions could be asked regarding matters arising from the minutes when circulated.

### **13. Finance and General Purposes Committee**

The Town Mayor, Mr R. S. James, had prepared draft Terms of Reference for the committee for members to consider. There were some concerns regarding planning the dates of the meetings. The terms of reference and a timetable of meeting dates would be brought to a future meeting for consideration.

#### **14. Casual Vacancy**

At this point on the agenda it was **RESOLVED** that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw. Members of the public and press then left the room whilst two applications were considered for the casual vacancy.

Mr R. James seconded by Mr D. E. Eley proposed that Mr G. Allison be co-opted to the Council to fill the casual vacancy. On a show of hands it was **RESOLVED** that Mr G. Allison be co-opted to membership of the Town Council. The press and public were then invited to rejoin the meeting.

#### **15. River Green Landscape Design**

Mrs E. C. Laming proposed, seconded by Mr J. Ward that the estimate for £2,450 from Suzanne Chisnell Landscape Architect be accepted. On a show of hands it was **RESOLVED** to accept the quotation and instruct Ms Chisnell to proceed with the drawing up proposals as soon as possible.

#### **16. Communities and Local Government**

Information on the consultation document regarding the Making and Enforcing of Byelaws was noted.

#### **17. Laundry Lane re the Pollarded Lime Trees**

Information on the proposed tree works including removal of a large number of pollarded lime trees was considered. It was **AGREED** to support the decision to carry out the work that had been drawn up by the Recreation and Amenities Committee.

#### **18. Macmillan Cancer Support**

The request for a donation to the charity was noted and would be considered again at the March meeting.

#### **19. Thorpe St Andrew School**

Mrs E. C. Laming proposed, seconded by Mr J. Ward that a £50 donation be made to the school to be used for Prize Day Awards. It was **RESOLVED** that the donation would be made.

#### **20. Invitation to Remembrance Day parade and service**

Information on the parade and service on 9<sup>th</sup> November was noted together with the invitation to attend the ceremony at the War Memorial on 11<sup>th</sup> November. Members would be asked to contribute to the wreath that the Town Council would lay at the War Memorial at the next meeting.

#### **21. Civic Award**

Mr and Mrs B. Tarring confirmed that they would be pleased to accept the first Civic Award that the Town Council had made. The award would be presented at the Town Mayor's reception on 22<sup>nd</sup> October at the Village Hall.

#### **22. Laundry Lane Recreation Ground**

A letter of complaint from a resident that considered too much football was played at the Recreation Ground and the Clerk's letter of reply was noted.

**23. September Staff Meeting**

The minutes of the meeting were noted. Mr J. Ward and Mrs E. Laming offered to carry out an inspection of the allotments.

**24. Community public conveniences**

A press cutting on how community public conveniences worked in other parts of the country was noted.

**25. New development officer appointed for the Broadland Area, NRCC**

The information was noted.

**26. Broadland Gate Business Park**

Information on an exhibition that would be held at Postwick on 10-11 October was noted.

**27. Broadland support for energy saving**

Information on Broadland's proposed amendment to the Energy Bill that was currently before Parliament was noted.

**27. Broadland's sporting talent**

Information on an evening of sports recognition for athletes who had received grants from the District Council was noted.

**28. Future Agenda Items**

The Town Plan results would be considered at the next meeting. Mr J. Ward suggested that the Town Council should set an overall percentage increase for the precept prior to drawing up the budget.

Date of next meeting 3<sup>rd</sup> November 2008 at the Dussindale Centre 7.30pm.