

## THORPE ST ANDREW TOWN COUNCIL

### MINUTES OF THE MEETING HELD ON 2<sup>nd</sup> JULY 2007

**PRESENT:** Mr R. S. James (Town Mayor)  
Mr J. M. Ward (Deputy Town Mayor) Mrs S. P. Lawn  
Mr A. J. Barber Mr E. A. Newberry  
Mr D. E. Eley Mr B. R. Simpson  
Mr J F Fisher Mr D. R. C. Spooner  
Mrs E. C. Laming Mrs Y. Utting

#### 1. Attendance book and apologies for absence:

The attendance book was circulated and signed by those present. Apologies were received from Mr B. R. Simpson.

#### 2. Declarations of interest in items on the agenda:

None.

#### 3. To confirm the minutes of the meeting held on 4<sup>th</sup> June 2007

The minutes of the meeting held on 4<sup>th</sup> June 2007, previously circulated to members, were approved and signed as a true record.

#### 4. Announcements:

**Clerk:** The Clerk asked members if they would have any objections to the Bowls Club holding a small one off car boot sale in the Recreation ground car park during August; no objections were made. Attention was drawn to newsletters from various organisations that were available to members.

#### 5. Public participation:

##### **Parish Constables:**

The two Special Constables were in attendance and commented that the crime figures for the past month were quite low. There had been a clamp down on anti social behaviour that was paying dividends with Friday nights in particular giving fewer problems.

Two Police Community Support Officers were also in attendance to explain that the current staffing would provide at least one PCSO or Police Constable dedicated to Thorpe St Andrew from 8am to Midnight daily. They could be contacted by calling the main number at Wymondham. The office at the Thorpe School was proving very useful and would be fully operational shortly although it would not be open to the public as such.

##### **Members of the public**

Members of the public were present to put forward their views that the conservation area should be extended to the southern side of Gordon Avenue to protect the remains of a medieval hawthorn hedge line at the rear of Lime Tree Avenue that also contained some 300 year old oak trees.

Further information on bird baths was provided by Mr and Mrs Beach who wished to provide a bird bath on River Green.

Town Tree Warden, Mr P. Rope, provided additional information on matters contained in the annual report (Item 9 on the agenda). Mr Rope thanked Mrs Watkins for typing the report for him and requested that copies be sent to the Tree Council and Broadland District Council. Mr Rope commented that a recent death and injuries due to falling trees highlighted the vigilance required in inspecting and maintaining trees in public areas and he considered that the National Trust who owned the trees that had caused the accident were highly responsible in matters of tree safety.

Mr Rope noted that cycle racks would be discussed and it was their appearance on the agenda that had brought to his attention the hooks provided at the Dussindale Community Centre to lock cycles to. Despite being a regular visitor to the Centre for some 15 years he had been unaware of their provision until they were pointed out by Council staff.

### **District Councillors**

Mr I. J. Mackie reported that the District Council had submitted their comments on the bid for Unitary Status by Norwich City Council. The consultation had now closed and a decision was due in July although there were rumours that due to the changes in government this could be delayed until October.

Mr N. Shaw was now a member of all three council committees that dealt with matters appertaining to Norwich International Airport. Mr J. Ward advised that the District Council had formed a Planning Forum that would provide developers an opportunity to present development proposals to the public, Council and other interested parties for their input prior to a planning application being presented for approval.

### **County Councillors**

Mr I. J. Mackie had made a number of representations to retain the NHS Walk In Centre and was pleased to note that following the recent meeting of the Primary Care Trust its future appeared more secure albeit with some reduction in the services it provided.

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

Cheque numbers 002100 – 002536 totalling £25,219.43p, voucher numbers 269 – 368, on the 2007/08 payments list were approved and signed.

#### **7. Draft minutes of committee meetings.**

The draft minutes of the Plans Committee meeting held on 11<sup>th</sup> June 2007 were presented by the Chairman, Mr J. F. Fisher, and noted. Mr Fisher reported that the planning application for 4a St Andrews Avenue would be refused by Planning Officers under Delegated Powers for the same reasons that the Planning Committee had refused an earlier application at the property.

### **Recreation and Amenities Committee**

The draft minutes of the Recreation and Amenities Committee meeting held on 18<sup>th</sup> June 2007 were presented by the Chairman, Mr D. R. C. Spooner, and noted. Mr Spooner reported that the new swing set was up and in use and had been well received. Plans for

fencing along the Laundry Lane boundary and removal of the tall hedge behind the tennis courts were in place.

### **Events committee**

The draft minutes of the Recreation and Amenities Committee meeting held on 18<sup>th</sup> June 2007 were presented by the Chairman, Mrs S P. Lawn, and noted. Mrs Lawn asked for volunteers to assist with the Fete on 7<sup>th</sup> July and was disappointed that only three members had attended the last committee meeting.

### **Finance and Staff Committee**

The draft minutes of the Finance and Staff Committee meeting held on 25<sup>th</sup> June 2007 were presented by the Chairman, Mr R. S. James, and noted. Mr R. S. James drew attention to the weekly staff meetings which provided an opportunity for all staff members to raise matters of concern.

### **Town Sponsorship Working Group**

Mr I. J. Mackie reported that Broadland District Council had indicated that they were prepared to sponsor half the cost of new town signs at Harvey Lane and St Williams Way. The design of the signs was being progressed by the District Council in consultation with Mr Mackie. It was wished to have the signs in place as soon as possible.

Landscaping proposals had been drawn up for two Yarmouth Road roundabouts and it was anticipated that negotiations would be concluded shortly and the planting for the St Andrews Park roundabout would then be put in hand.

New members would be welcome to join the group; future projects included improvements to River Green such as the provision of flag poles and new Christmas lights. Letters to local businesses were being prepared to seek sponsorship of projects.

### **8. River Green – Request for bird bath / bowl of water to on River Green**

Mrs Yutting proposed a motion, seconded by Mr N. Shaw, that the offer of funding bird bath to be erected to a design and site approved by the Town Council be accepted. On a show of hands by 8 votes to 3 it was **RESOLVED** to adopt the motion and that Mr I. J./ Mackie coordinate the design and construction to tie in with the other activities he was drawing up for River Green.

### **9. Appointment of Tree Wardens**

Mr P. Rope and Mrs M. Amos were unanimously elected Town Tree Wardens for a further period and thanked for all their hard work in the voluntary posts. The annual report they had submitted detailed twenty meetings 20 meetings that Mr Rope had attended and information on a large range of tree related activities Mr Rope and Mrs Amos had been involved in.

A working group meeting would be held with them to draw up roles and responsibilities associated with the post for 2007/08. Mrs E. C. Laming, Mrs Y. Utting, Mr E. A. Newberry and Mr G. Rowe would attend. Copies of the Tree Wardens' Annual Report would be sent to the Tree Council and Broadland District Council.

### **10. Town Plan**

A working group comprising Mr R. S. James, Mrs E. C. Laming, Mrs S. Lawn, Mr G. Rowe and Mr J. Ward would prepare some proposals for formulating a town plan.

**11. No Smoking policy**

Stickers required by legislation have been placed in all the necessary locations including the three bus shelters although only the brick shelter was statutorily required to display one.

**12. Broadland District Council**

(i) Complaint regarding elections – response from Chief Executive.

It was considered that the response was not satisfactory. Members felt that democracy cost money and that this should be recognised and a full service provided until the entire count had finished.

All members of the council were present when the results were announced and one member had left the count thinking they had not been elected as the wrong results were announced.

When the result was questioned it was not possible to recheck the figures as they had already been taken to Thorpe Lodge and the candidate was told that the results would be available on the website. However the results were not published until much later that day which caused considerable disappointment to the candidate.

(ii) Proposed extension to Conservation Area

A response to proposals put forward by the District Council would suggest that the conservation area should be extended to the southern side of Gordon Avenue to protect the remains of a medieval hawthorn hedge line at the rear of Lime Tree Avenue that also contained some 300 year old oak trees.

**13. Cuts at the NHS Walk In Centre**

A number of cuts in service had been made to reduce costs that would require patients to use GPs and hospitals to obtain treatment. A letter would be sent urging for no further cuts because these would only move, but not solve, the financial problem faced by Norfolk Primary Care Trust.

**14. Speed gun volunteers**

There were no plans at present for volunteer speed guns to be operated in the Sprowston sector of Norfolk Police although they were being trialled in the eastern division of Norfolk. An article would be published in The Beacon asking for volunteers to come forward in anticipation of the scheme being extended.

**15. Cycle racks**

A resident had asked if cycle racks could be provided by the council at Thunder Lane Post Office. It was **AGREED** that the request should be incorporated into the Town Plan questionnaire to fully establish needs for improved cycle facilities. In the meantime local businesses would be made aware that that simple low cost cycle racks could be ordered from the Town Council if they wished to provide them as a service to their customers and staff.

16. Request for pedestrian crossing on Plumstead Road

It was **RESOLVED** to support the request made by a resident to Norfolk county Council for a crossing to be provided on Plumstead Road between Woodside Road and South Hill Road.

17. Norfolk County Association of Parish & Town Councils

(i) Broadland Area Meeting 10<sup>th</sup> July 7 – 9.00pm at Old Catton.

Information regarding the meeting was noted; Mr R. S. James would attend.

(ii) Election of members of Executive Committee.

No suggestions for nomination were put forward.

(iii) AGM 2007 Resolutions for Debate

No resolutions were put forward.

(iv) Quality Clerk

Information on the training course available to achieve the CiLCA Quality Clerk qualification was noted.

(v) Community Empowerment Awards

Details of the scheme were noted.

18. Grant Aid for Play Equipment

Information on awards totalling up to £12,760.00p from Broadland D.C and WREN was noted. Thanks were expressed to Mrs E. C. Laming for all her work in obtaining the grants.

18. Norfolk Fire Authority

Completed Safety Plan questionnaires were to be returned to the Town Council office.

20. Vitalise

A request for a s137 donation to a national charity that provides subsidised holidays to disabled people was considered but did not meet the current criteria which was to support local groups in the first instance.

21. Greater Norwich Development Partnership

Information on the Joint Core Strategy was noted..

**DATE NEXT MEETING – 6<sup>th</sup> August 2007**