

THORPE ST ANDREW TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 3rd SEPTEMBER 2007

<u>PRESENT:</u>	Mr R. S. James (Town Mayor)	Mrs E. C. Laming
	Mr J. M. Ward (Deputy Town Mayor)	Mrs S. P. Lawn
	Mr A. J. Barber	Mr I. J. Mackie
	Mrs O. M. Campbell	Mr D. R. C. Spooner
	Mr D. E. Eley	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 J. F. Fisher, Mr E. A. Newberry and Mr N. Shaw.

2. Declarations of interest in items on the agenda. None.

3. To confirm the minutes of the meeting held on 6th August 2007

The minutes of the meeting held on 6th August 2007, previously circulated to members, were approved and signed.

4. Announcements (For information only).

The Chairman informed the meeting that tributes had been placed at the Princess Diana memorial tree on River Green on the previous Friday by himself and the Chairman of Broadland District Council to mark the 10th anniversary of the Princess's untimely death.

5. Public participation – It was unanimously resolved by a motion to suspend the meeting to allow members of the public, County and District Councillors the opportunity to address the meeting.

Mr I. J. Mackie gave a verbal update on the views that had been expressed by members of the County and District Councils on the debate that continued following the outcome of the government's Unitary Authority proposals. The County Council had adopted a motion to write to the government voicing their opposition against further Post Office closures.

Mr Mackie concluded with an update of the work of the Business Sponsorship Group activities. The group had not met for a number of months however many local businesses had been contacted with details of sponsorship opportunities and a number of sponsors had come forward with offers of sponsorship or cash donations. Projects included landscaping roundabouts, erection of a flagpole, Christmas trees and lights and enhanced signage for the Town.

6. Payment of Accounts:

Cheque numbers 002587 – 002627 totalling £22,616.81p, voucher numbers 530 – 535 and 542 – 635 on the 2007/08 payments list were approved and signed.

7. Draft minutes of committee meetings.

Recreation and Amenities committee

The draft minutes of the Recreation and Amenities committee held on 13th August 2007 were noted. Information on the two bus shelters that would be erected in Dussindale Drive would be published in The Beacon.

Events Committee

The draft minutes of the Events Committee meeting held on 14th August 2007 were noted. An appeal for more helpers to help organise and set up future events would be published in The Beacon.

Plans committee

The draft minutes of the Plans committee held on 20th August 2007 were noted.

Finance and Staffing committee

The draft minutes of the Finance and Staffing committee held on 28th August 2007 and the Internal auditor's report and response by Mrs J. B. Fenn, R. F. O. was noted.

8. Norfolk County Council

- (i) 2007/2008 Traffic Management Programme: 'At any time' waiting restrictions, St Williams Way & Hillside Avenue.

The proposed parking restrictions were supported.

- (ii) Speed Awareness Message.

Norfolk County Council in partnership with Norfolk County Council would be operating a mobile Vehicle Activated Sign system to raise awareness of compliance and non-compliance of speed limits. Members of the public could request a visit of the unit to address concerns regarding the speed of traffic by contacting the Town Council. The Clerk had already requested a visit to Laundry Lane and St Williams and received confirmation that the visit would be scheduled in the near future.,

- (iii) Pedestrian Crossing Request: Plumstead Road.

It was noted that the request for a pedestrian crossing had been added to the list of sites requiring detailed assessment and was currently in position number 103.

9. Broadland District Council

- (i) Polling Station Review

Information that there would be no change in current arrangements for polling stations in the town was noted.

- (ii) Holding of car boot sales/markets.

Information on legislation that would require operators of commercial car boot sales or markets to register with the district council was noted.

- (iii) Annual Parish and Town meeting.

Town Mayor Mr R. S. James and the Town Clerk Mr S. J. Ford would attend the annual meeting with town and parish councils on 10th October at the Ramada

10. Safer Neighbourhoods

Mr R. S. James, Town Mayor, had attended two meetings that had been called as part of Norfolk Constabulary's Safer Neighbourhoods initiative. As a result of the meetings the Police had drawn up a list of priorities to be tackled. These would be reported on at the next SNAP (Safer Neighbourhoods and Policing) meeting on 28th November.

11. Street lighting review and recommendations – request for improved lighting in Spinney Road and updating overhead cable installation in Pound Lane.

An appraisal of footway lighting in Spinney Road had been carried out and it was not considered that additional lights were required at the present time. The overhead lighting infrastructure in Pound Lane was in need of updating due to its low height across Pound Lane and age.

It was believed to be the property of EDF Energy; however if it was owned by the Town Council the upgrade would be extremely costly as poles, cables and lamp units were extremely old and worn.

12. Your rubbish, your choice – invitation to Norfolk Waste Partnership Conference and AGM on Tuesday 16 October. 9.30 – 4.15pm, Norwich

Information on the conference was noted.

13. Parish and Town Councils A.G.M.

Information on the Annual General Meeting was noted.

14. Initial Training for Clerks and Councillors, Norfolk Parish Training Partnership.

Mrs S. Lawn and Assistant Clerk Mrs C. Watkins would attend the Initial Training for Clerks and Councillors at County Hall. A place was available at no cost for a third delegate to attend.

15. East Anglian Air Ambulance – request for s137 donation, information on previous donations attached.

The decision on the application for a grant would be deferred until the next meeting as it was possible that the Events Committee might be seeking to raise funds for the charity.

16. Big Lottery Fund, Community Buildings grant.

The application for £500,000 of funding to enable the construction of a new community hall had not been successful. The Big Lottery fund of £50,000,000 had received applications for £558,000,000. It was unanimously **RESOLVED** to support a motion for the Town Plan Committee to take an overview of all the future options such as extending or replacing existing buildings.

17. SLCC Regional Conference Thetford 27th September

Information on the Conference was noted. One place was available for a member to attend if they wished.

18. NALC Conference and Exhibition.

Information on the conference was noted.

19. Staff meeting monthly update.

The summary of points arising from the staff meetings was noted.

20. Tree Wardens' report.

The Tree Wardens had been very active in the town in the past month and the contents of their report was noted. Members of the Council would be welcome to join a bat monitoring group at Cary's Meadow on the 18th September. A meeting would be held with the tree wardens to establish their roles and responsibilities.

21. Volunteers for office cover.

Mrs Y. Utting and Mrs O. M. Campbell volunteered to undergo training to enable them to provide basic staff cover in the event of staff shortage at the Town Council office.

22. NCAPTC – Nominations for Executive Committee

Four candidates were nominated by a show of hands for election to the Executive Committee.

23. Publications:

Copies of Norfolk Link August 2007 were circulated to members.

24. Future agenda items.

None.

Date of next meeting 1st October 2007 at the Dussindale Centre 7.30p.m.

Other meetings in October:

8th October Plans Committee

11th October Events Committee

15th October Finance & Staffing

22nd October Dussindale Management

24th October Town Mayor's Reception 7.30pm Village Hall, Yarmouth Road

29th October Plans Committee