

**Thorpe St Andrew Town Council**  
**Minutes of the meeting**  
**held on 19 December 2016 at 7.30pm**

**106 Present:**

Mr I Mackie	(Town Mayor)	Mr J Fisher	(Deputy Mayor)
Mr P Berry	Mr F Bowe	Mr J Emsell	Mr N Hancock
Miss S Lawn	Mrs T Mancini-Boyle	Mr M Pickess	Mr L Reeves
Mr R Robson	Mr J Ward		

**Apologies:**

Mrs J Fisher	Mr N Shaw	Mr D Sears	Mr R Wooden
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**In attendance:**

Mr T Foreman	(Town Clerk)	Mrs D Matthews	(Committee Officer)
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5 Members of the public

**107 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Member	Minute No & Item
Mr I Mackie	114 - Parish Boundary Review 116 - Proposed Signage for Vane Close Car Parking
Mr J Ward	116 - Proposed Signage for Vane Close Car Parking
Miss S Lawn	116 - Proposed Signage for Vane Close Car Parking

**108 MINUTES**

The Minutes of the meeting held on 7 November 2016 were agreed and signed as a true record.

**109 ANNOUNCEMENTS**

- (i) The Town Mayor thanked the Town Clerk, staff and Councillors for their hard work during the last year. He also thanked Miss Lawn and the Events Committee for their hard work in organising the Christmas event which had been the best so far and welcomed the inclusion of use of the church for the celebrations.
- (ii) The Deputy Mayor made reference to the Remembrance Day service and invited members' views on use of the organ instead of recorded music. Members welcomed the use of the organ stating that it was a wonderful service and the organ had enhanced it. It was agreed to write to the Royal British Legion to thank them for a lovely service and to welcome the introduction of the organ. It was noted that efforts to secure a trumpeter/bugler for the service had again been unsuccessful but would continue for next year's service. The Deputy Mayor stated he had also attended the Carol Concert on behalf of the Town Council and encouraged all members to support the event in future.
- (iii) The Town Clerk reminded members of the forthcoming midnight mass at to be held at 11:30pm on 24 December and invited all members who wished to

attend to let him know so that he could reserve seating. He thanked all Councillors for supporting events organised in the Town and for helping to make them such a success. With regard to the use of phone boxes, he reported that British Telecom were not willing to allow the use of the phone box other than for a defibrillator. With regard to street lights, he reported on the need to seek an alternative supplier of bulbs for the lights and that there had been an increase in prices for bulbs. There were currently sufficient funds in the budget to meet the increased costs. Going forward there would be a need to look to replacing current bulbs with LED bulbs. In response to a question about replacing the bulbs now with LED bulbs, the Clerk commented that the change to LED lights involved replacing the existing heads of the lampposts to take the LED bulbs and this was something which would have to be phased in over a period of time.

**110 PUBLIC SESSION (limited to 3 minutes per speaker)**

It was proposed and duly seconded that the meeting be suspended to allow members of the public to address the meeting.

(i) Norfolk Constabulary

Members noted the logged reports on the Police Crime System for the area. Reference was made to reports of people acting suspiciously in the Thorpe St Andrew area, some of which had been captured on residents' CCTV to such an extent that the individuals could be identified. The Police however appeared reluctant to act on the information as no crimes had been committed. Members were very concerned about this approach, being of the view that efforts to prevent crime should be paramount. It was agreed that the Town Council should urge the Police to investigate the issues being reported. Reference was made to a recent incident in which two youths had been identified as having caused damage to a car by throwing bricks but that the Police did not feel on this occasion that any action was needed. It was felt this was not sending out the right message and some form of penalty was necessary. The Town Clerk undertook to raise these concerns with the Police.

(ii) County and District Councillors:

Mr J Ward - the Town Council noted the report from Mr Ward

Mr Mackie made reference to the forthcoming County Council budget meeting and that it was likely that the County Council would be considering a 3.8% increase in its budget. Following recent government announcements about the option for councils to precept to meet the costs of care services, there was currently no plan to increase council tax for this purpose.

Mr Fisher commented that discussions on Devolution had now ceased but it was noted that the Leader of the County Council was meeting Leaders of Norfolk district councils to discuss the way forward for local government. He also reported that the Norfolk Waste Partnership was currently looking at models for the collection of food waste and nappies/incontinence products across Norfolk.

Mrs Mancini Boyle reported that Broadland District Council was currently

looking at options for an increase in council tax of £5 per annum.

(iii) Members of the Public:

Mr M Martins asked if there had been any progress on identifying additional parking at the River Green and if there was any update on the potential change in ownership of the Island. He also expressed his support for the potential for boat trips from the River Green. Mr Martins was advised that work was ongoing to identify additional parking. Discussions had taken place with the new owners of the Rushcutters who were willing to discuss options but were currently prioritising work to the wall and the goal house and were still looking at options for housing development on the land adjacent to the premises. Discussions were also ongoing with the owner of land at Whitlingham Lane who was also willing to consider options but was also looking at the development potential of the land in question. Frostbite Sailing Club currently had some issues with regard to rubbish being dumped on their carpark and the Town Council was in discussions with them about working together to help each other. There was currently no further information about any change of landownership of the Island.

Mr I Newbury enquired if the Town Council was aware of any proposals by the highway authority to attend to the poor condition of the road surface near the Tai Restaurant. The Clerk reported it was unlikely as he believed Anglian Water would be carrying out works in the near future which would disrupt the road surface in this area. The problem could be reported to the Highway Authority via their maintenance hotline. He also asked if the recent fly sheets circulating in the Town about parking permits related to Thorpe St Andrew or Thorpe End and was assured it was Thorpe End.

Mr M Appel and Mr A Banner attended the meeting for Minute No: 113 and stated that they were happy to answer any questions. In response to questions from the public, they confirmed that, in their previous location, the day boats were able to seat 6/7 persons but this was yet to be determined in consultation with the Broads Authority for use on the stretch of river proposed. Ideally they were looking for the boats to accommodate 5 persons. Mr Appel confirmed that he had a good working relation with the owner of the Island and acknowledged the Town Council's desire to see the area more aesthetically pleasing and to ensure the addition of more boats to the area did not detract from the setting of the conservation area. Mr Banner confirmed that he was already operating a number of boats from the area including holiday cruisers and he felt that the availability of the additional day boats would be a positive move for the area.

## 111 FINANCE

- (i) Payments List - Voucher numbers 724 to 868 totalling £50,001.37 were approved and signed. In response to a question as to why there were two entries for the Christmas tree, the Clerk stated that he understood one of the

payments had subsequently been cancelled and he undertook to confirm this was the case.

- (ii) Bank Reconciliation - this was agreed and signed as a true record.

## 112 DRAFT MINUTES OF COMMITTEE MEETINGS

- (i) Plans Committee – 14 November 2016 – noted.
- (ii) Finance and Staff Committee - 21 November 2016 – the Clerk advised Members that, not surprisingly, the County Council had rejected the Town Council's terms for the transfer of ownership of land on Pound Lane (minute no 6 refers). He also confirmed that work had started on the carpark at Roxley Hall. The minutes were noted.

## 113 ELECTRIC BOAT HIRE SERVICE FROM RIVER GREEN

The Town Council considered correspondence from Mr Appel regarding a proposal to operate 4 self-drive day boats from River Green, Thorpe St Andrew. The Clerk stated that the proposal needed to be considered in the context of the Town Council's wider plans for the River Green area including the possible relocation of John Fox's Cottage to the Green and the desire to encourage tourists to the area and generate income from use of the quay heading. The terms for any arrangement would be the subject of negotiation but, if minded to support the request, the Town Council could work with the applicant to support his business proposal. There would also be a need to seek the consent of the Broads Authority for a change of use of the area and it may be they could be asked to consider the issue of provision of electricity output to the area. In response to a question about whether there was sufficient room to accommodate the extra boats having regard to the fact that a number of rowing boats also used the area, it was felt considered that the 200m of quay heading would provide ample room. The Clerk pointed out that he was currently looking into the issue of the byelaws operating along this stretch and was seeking legal advice on the operation of these. There was general support for the principal of allowing the operation of day boats from the area which together with other plans such as utilising John Fox's cottage, would help enhance the area as a tourist attraction. Parking in the area was still an issue of concern which needed to be addressed. Mr Emsell reported on work being undertaken by Broadland District Council regarding parking enforcement in Broadland which would include discussions with the County Council about highway traffic orders. It was proposed by Mr Ward, seconded by Mr Fisher, and with support from all Members, **RESOLVED** that agreement be given in principal to the request to operate day boats from the quay heading at River Green subject to agreement of the terms for the use of the area.

**114 PARISH BOUNDARY REVIEW**

The Town Council considered correspondence from Reverend James Stewart regarding a request from the Great Plumstead Benefice for a review of the ecclesiastical parish boundary associated with Thorpe End having regard to the future impact of the Northern Distributor Road. Members were not satisfied that there was any need for such a review, having regard to the current community cohesion which strongly supported the current parish arrangement and not the layout of the proposed road network.

**RESOLVED** to support option A in the letter – namely for the boundaries to stay as they are at present.

**115 PURCHASE AND DONATIONS FROM EVENTS INCOME**

This item was referred to the Events Committee for consideration.

**116 PROPOSED SIGNAGE FOR VANE CLOSE CAR PARKING**

The Town Council considered the proposed signage for use on Vane Close. Members supported the sign which requested drivers to “park elsewhere – do not put children at risk by dropping off here” but were unsure about the use of the red/blue circular sign containing a red cross. The cost of the signs was approximately £40 each and it was proposed to install 3 signs at appropriate locations (but not on highway land) outside the school. Mr Reeves made reference to the signs in use outside the school at White Woman Lane, Old Catton which had been successful in discouraging dropping off outside the school. The Clerk undertook to look at the option used at the Old Catton school and to advise the Highway Authority of the Town Council’s intention to erect signs outside the school.

**RESOLVED** to proceed with the installation of signs at Vane Close as outlined above.

**117 FUTURE VEHICLE HIRING**

The Town Council considered options for leasing a new truck as set out in the report noting that the matter had been considered by the Finance and Staff Committee at its meeting on 21 November which was in favour of leasing a new vehicle as opposed to purchasing the existing vehicle. Having regard to the costs involved and the maintenance plan available, members supported the leasing of the Ford Ranger noting that there would be no additional costs/savings in leasing the vehicle but there would be no requirement for a capital outlay to purchase a vehicle. It was proposed by Mr Mackie, seconded by Mr Bowe and **RESOLVED** that the Council proceed with the leasing of the Ford Ranger as outlined in the report.

**DATE OF NEXT MEETINGS**

Town Council	9 January 2017
Plans meeting	16 January 2017
Finance and Staff	23 January 2017

*The meeting closed at 8.40pm*

*Signed: .....*

*Dated: .....*

DRAFT