

**Thorpe St Andrew Town Council
Minutes of the meeting
held on 3 September 2018 at 7.30pm**

47 Present:

Mr J Fisher	(Town Mayor)		
Mr P Berry	Mr F Bowe	Mr J Emsell	Mr N Hancock
Miss S Lawn	Mr I Mackie	Mr R Robson	Mr N Shaw
Mr S Snelling	Mr J Ward		

Apologies:

Mrs J Fisher	Mrs T Mancini Boyle	Mr L Reeves	Mr D Sears
Mr R Wooden			

In attendance:

Dr T Foreman (Town Clerk)	Mrs D Matthews (Committee Officer)
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There were 3 members of the public in attendance

48 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Member	Minute No & Item
Mr I Mackie	54 – Update on Broads Authority (the Chairman of the Broads Authority was known to him)

49 MINUTES

The minutes of the meeting held on 6 August 2018 were agreed and signed as a true record.

50 ANNOUNCEMENTS

The Town Mayor reported on the following:

- He had attended the flag raising events at River Green and Broadland District Council to commemorate Merchant Navy Day.
- Further to the decision at the last meeting to commence negotiations with Sprowston Town Council regarding collaborative working, the matter had now been considered by Sprowston Town Council who had decided it did not wish to proceed with the proposal at the present time. There might however still be some scope for small scale sharing of some tasks to achieve cost savings.
- He would be meeting soon with families in the Town who had links to residents in St Andrews in Canada – who the Council was now twinned with.
- The updated position regarding the Pinebanks development was that negotiations with a developer had recently fallen through but Hopkins Homes were now in negotiations with the owners regarding development of the site. The District Council's planning officers were currently discussing requested changes to the development, and legal advice would be sought as to whether the changes could be dealt with as an amendment to the current planning application, which would just need to be re-consulted on, or whether a new planning application would be required. A new application would be significantly lengthier to process and could have an impact on the previously agreed Section

106 measures.

- A decision on the appeal relating to Thorpe Woods was still awaited.

The Town Clerk reported on the following:

- Discussions with residents and the Highway Authority regarding proposals for a little library.
- Discussions with Long Stratton Parish Council to help them with planning a Christmas lights event.
- Meeting with Norfolk Music to progress the agreed music initiative to create a junior music ensemble.
- Correspondence with residents of Thorpe Island regarding the recent burglary and proposals for CCTV installation on River Green.
- Correspondence with Whitbread regarding options for the potential use of the old depot site for car parking.
- The owner of the new Bishy Barney boat hire service on River Green had enjoyed another busy weekend and had intimated he would be looking to seek permission to offer the facility again next year.
- One handmade canoe had now been finished and would soon be available to hire.
- Discussions with the Broads Authority regarding current planning applications and data sharing with a further meeting scheduled.
- The final documents completing the transfer of the toilet block would likely be received any day and would be reported to the next meeting.
- A memorial service for Russel James was taking place on 13 October and would be attended by representatives of the Town Council.

51 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 – the Town Clerk tabled a report setting out the crime statistics received from Norfolk Constabulary for the Town since the last meeting. In total, 40 logged reports had been included on the crime system and 139 calls taken by the control room. A comment was made that it was hoped in future when CCTV images were available, that the Police would be able to act on this evidence. With regard to the damage to the weather vane at the Town Hall, it was noted that work to enhance CCTV provision would commence shortly.
- (ii) Members noted the report from Cllr Ward who also reported on the following matters:
 - A project by Norfolk County Council's libraries to create 15,500 hand made poppies to mark the 100th anniversary of Armistice Day for all

those named on Norfolk's war memorials, who lost their lives in World War 1. They would be on display in the church of St Peter Mancroft in October.

- The County Council was exploring options to transfer road maintenance matters NORSE. The highway engineer Chris Mayes would shortly be leaving the County Council.
 - Broadland District Council, in conjunction with South Norfolk Council, was currently organising a series of free community led planning workshops to help parishes better support their communities with the planning process.
- (iii) Cllr Mackie reported on the following County Council matters:
- Work was underway to address the funding gap over the next three years.
 - The consultation on the Police and Crime Commissioner's proposal for changes to the Governance arrangements of the Fire and Rescue service would end on 5 September and the County Council remained strongly opposed to the changes.
- (iv) Cllr Shaw reported on his impending attendance at a meeting of the Local Government Association Strategic Aviation Special Interest Group and that he would be pursuing the issue of aircraft noise, particularly from large aircraft and helicopters. Proposals contained in the Norwich Airport master plan for an extension to the runway at Norwich Airport had Department of Transport support – the extension would create the opportunity for long haul flights at the airport.
- (v) Cllr Emsell thanked staff for their help with the recent garage sale.
- (vi) Representatives of the Dussindale Allotment Association spoke in support of their request for use of a community plot at the Allotment site and asked if any financial help might be available from the Town Council to help with their proposals. As well as providing a social space for allotment holders to meet, the facility could also be used to host visits from other allotment groups and could be developed in the future to host educational activities by the local primary schools. Plot 2x would facilitate such use as it could be easily accessed and fenced and did not interfere with any other allotments.

52 FINANCE

- (i) Payments List – voucher numbers 471 to 592 totalling £41,663.05 were approved and signed. Members noted that the large sum for water charges at the Fitzmaurice Pavilion related to the period during which there was a water leak at the Pavilion and that the costs of this would be reimbursed by the Council's insurers.
- (ii) Bank Reconciliation Statement – the statement as at 31 August 2018 was noted and approved.

53 DRAFT MINUTES OF COMMITTEE MEETINGS

Plans Committee – 13 August 2018 – noted.

54 UPDATE ON THE BROADS AUTHORITY

Members considered the papers circulated by the Town Clerk which included copies of correspondence between the Broads Authority and the Town Council regarding the Broads Authority commissioned staithe report together with copies of maps, photographs and other documents. The Town Clerk then updated members by way of a presentation on the latest position and the options available to the Town Council. A copy of the presentation is attached to these minutes. With regard to the latest correspondence from the Broads Authority (dated 31 August 2018), members noted the comments of the Broads Authority that the piece of work commissioned by them was academic research and was opinion based and did not by itself enshrine the legal position relating to the staithe. However, the Broads Authority was continuing to promote the view that the staithe at River Green was public despite evidence to the contrary. The Broads Authority claimed the report did not prevent the Town Council from maintaining a different stance but members continued to be very concerned about the damaging impact of the report on the Council's ability to manage the staithe effectively going forward. Members expressed their sustained concern about the Broads Authority's management of the matter from the outset and its unwillingness to address the concerns of the Town Council and merely to refer the Town Council to its client, the author of their commissioned report, to seek resolution. The Town Council's ability to manage its asset had been significantly compromised by the actions of the Broads Authority and their continued mismanagement of the matter. Members were resolute in their aim to seek a conclusion to this matter and to this end agreed to make a formal complaint to the Chairman of the Broads Authority about the handling of this matter and if necessary to refer the matter to the Commission for Local Administration in England (the Local Government Ombudsman).

RESOLVED to make a formal complaint to the Chairman of the Broads Authority about the handling of this matter and if necessary to refer the matter to the Commission for Local Administration in England (the Local Government Ombudsman) and to advise the local Member of Parliament of the Town Council's proposed actions.

55 YOUTH COUNCIL PROPOSAL

Members considered the report of the Town Clerk setting out the background to a Youth Council presentation by Oliver Coe who had recently undertaken work experience with the Town Council. Members received a copy of Mr Coe's presentation and he explained his draft proposals for the structure, selection of members and constitution of a proposed Youth Council. Elements of the suggestions could be adjusted where necessary (the requirement for members to live within a 5-mile radius of the Town might need to be limited to perhaps 3 miles) and might need fine tuning as the proposal progressed. The age range for members would be 13 to 18 years but those holding a particular office such as chairman and deputy needed to be 15. Members thanked Oliver for attending the meeting and for his hard work in drawing up the proposals. They very much welcomed his proposals and the opportunity to move forward to actively engage with young people in the Town. There were many activities/events which the Youth Council could become involved and it would be great

to link with the High School and with the Broadland Youth Advisory Board.

RESOLVED that support be given to progressing the proposal for a Youth Council and that the proposals be shared with the High School and the Broadland YAB.

56 REQUEST FROM DUSSINDALE ALLOTMENT ASSOCIATION

Members considered the report of the Clerk detailing a request from the Dussindale Allotment Association. Members welcomed the Association's initiative and wanted to support the proposal by making plot 2x available. They did not however feel at this stage that any financial assistance could be offered but that a future request could be considered once the proposals for use of the plot had been developed further. It was however agreed to waive the element of the allotment fee relating to water charges. It was normal practice for new tenants to take on a plot in the condition it was left, unless there were particularly exceptional circumstances that necessitated input from the Town Council. There might also be scope for the Association to seek sponsorship for its proposals, for example from a fencing/shed company.

RESOLVED to support the request from the Association and make available Allotment 2x, chargeable at the normal rate less the normal charge for water.

57 BOWLS CLUB LEASE

Members considered the report of the Clerk regarding the Bowls Club lease which expired in April 2018. The lease had previously been agreed in principle by the Town Council and agreement was now sought to formally seal the Lease. In response to a comment about reference in paragraph LR3 to the parties to the lease, it was agreed that consent be sought to amend the wording in this paragraph to include "as trustees of Thorpe Recreation Bowling Club (Tenant)" as referred to on page 1 of the formal lease.

RESOLVED to accept the new lease as amended and to execute the sealing of the document as stated within the standing orders of the Town Council.

58 UPDATE ON CAFÉ PROPOSAL

The Town Clerk reported that one quotation for the cost of the works had been received and a second quote was awaited.

59 "THERE BUT NOT THERE" PROPOSAL FOR WW1 CENTENARY REMEMBRANCE

Members were unanimous in their desire to support the "There But Not There" 2018 Armistice project for the charity *Remembered*. They felt that the erection of a 6ft aluminium outline Tommy would be a welcome addition to the memorial gardens at River Green. They also wanted to purchase silhouettes for other locations throughout the Town. It was agreed that further consideration needed to be given to the exact siting/location of the products but that a budget of up to £1,000 be allocated for purchasing a 6ft Tommy (£750 each) and a number of silhouettes (£42 each).

It was also agreed that the Town Council publicise the project in the Town's newsletter.

RESOLVED that a sum of up to £1,000 be made available from the New Homes bonus to purchase a 6ft Tommy (£750) and a number of silhouettes (£42 each) and to invite the District Council to make a contribution towards the cost.

FUTURE MEETING DATES

Town Council	1 October 2018
Plans Committee	10 September 2018
Finance and Staff	17 September 2018

The Town Mayor advised that he would be hosting a Civic Service in the parish church at 9:30am on Sunday 16 September 2018 and invited all to join him.

The meeting closed at 9:50pm

Signed:

Dated:

