

THORPE ST ANDREW TOWN COUNCIL

EXTRAORDINARY TOWN COUNCIL MEETING

Town Hall, Fitzmaurice Park, Pound Lane, Thorpe St Andrew, Norwich, NR7 0SR

Tel/Fax: (01603) 701048

Email: office@thorpestandrew-tc.gov.uk

11th September 2019

Notice of Extraordinary Town Council Meeting

You are hereby summoned to attend the extraordinary meeting of Thorpe St Andrew Town Council to be held at the Town Hall on 16th September 2019 at 7.00pm for the purpose of transacting the following business.

Thomas Foreman Clerk to the Council

AGENDA

- 61 Attendance book and apologies for absence.**
- 62 Declarations of interest in items on the agenda.**
- 63 To confirm the minutes of the Town Council meeting held on 2nd September 2019**
- 64 Public participation –To consider a motion to suspend the meeting to allow members of the public the opportunity to address the meeting limited to 3 minutes each.**
 - (i) Members of the public
- 65 Consider the award of the Freeman of the Town – Report attached**

Town Clerk - Dr Thomas Foreman

Thorpe St Andrew Town Council, Town Hall, Pound Lane, Thorpe St Andrew, NR7 0UL

Tel/Fax: (01603) 701048 E-mail: office@thorpestandrew-tc.gov.uk

Website: www.thorpestandrew-tc.gov.uk

VAT No. 107 2921 90

**Thorpe St Andrew Town Council
Minutes of the Town Council meeting
held on 2 September 2019 at 7:30pm**

49 Present:

Mr J Fisher	(Town Mayor)		
Mr P Berry	Mr J Boast	Mr T Fordham	Mr T Garner
Mr M Lake	Miss S Lawn	Mr S Snelling	Mr J Ward

Apologies:

Mr F Bowe	Mr J Emsell	Mrs J Fisher	Mr I Mackie
Mrs T Mancini Boyle	Mr L Reeves	Mr N Shaw	

In attendance:

Dr T Foreman (Town Clerk)	Mrs D Matthews (Committee Officer)
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Three members of the public were in attendance for the public element of the meeting together with PC A Mason. They left the meeting for the confidential items

50 DECLARATIONS OF INTEREST

None made.

51 MINUTES

The minutes of the meeting held on 5 August 2019 were agreed and signed as a true record.

52 ANNOUNCEMENTS

- (i) The Town Mayor reported on a visit to the Bystanders Cricket Club who had expressed a wish to enter into discussions with the Town Council regarding current facilities. He thanked all members who had attended at Rivergreen to support the East Coast Truckers annual children's convoy as it passed by. He would be attending the flag raising for Merchant Navy day on 3 September at Rivergreen and reminded members about the forthcoming joint civic service and harvest festival celebrations. Members would shortly be advised of arrangements for the civic reception.
- (ii) The Town Clerk reported on meetings with the Highway Authority, the High School, the Police and the new EDP reporter for the Town. He had also attended the funeral of former Town Councillor Mr Denis Eley.

53 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 – PC A Mason attended and handed round the July Newsletter for the Area of Thorpe St Andrew, Thorpe End and Little Plumstead. Members noted the crime statistics included in the newsletter for the month of

June and asked PC Mason to give an update on figures for July and August and to circulate these to the Clerk. There were no noticeable trends in crime other than issues around noise from the NDR and Broadland Business Park (BBP) and work was underway to gather data on the issue at the BBP together with other agencies. A spate of thefts relating to business premises around Belmore Road was being monitored. It was noted that the next SNAP meeting was being held in Thorpe St Andrew at the Town Hall and not the High School as stated, on 10 October and this event needed as much publicity as possible to encourage a good attendance.

- (ii) A member of the public raised concerns about the issue of antisocial behaviour and noise from motor bikes on and off road in the area of the BBP which had been ongoing for a number of years. PC Mason reported that this was a priority area of attention and evidence was being gathered. The matter would be raised at the forthcoming SNAP meeting. Suggestions regarding the use of barriers and cameras in the area to discourage this activity were put forward. The Clerk commented that this had been an ongoing issue and that he had been in touch with the County Council regarding the potential for installation of a SAM2 camera and that he would also be happy to contact the landowners to see if they would be willing to consider the use of barriers.
- (iii) Members noted the report from Cllr Ward. Cllr Ward also reported that he had been approached by a local resident recently who wished to congratulate the Town Council on its exemplary management of Rivergreen and on the excellent events organised in the Town.
- (iv) Cllr I Mackie – the Town Clerk reported on behalf of Cllr Mackie on the issue of the non-availability of funding for the Rail Halt at Dussindale and the need for the Town Council to continue to support the provision of this facility. He also reported that the highway works at Thorpe End were reaching a critical point the next week pending completion.
- (v) Cllr J Fisher reported on delays in delivering the refurbishment works to the mini roundabouts on Plumstead Road because of the work at Thorpe End. He update members on the progress of work in relation to the Early Childhood and Family Service. He also reported on the combined efforts to the County / District / Town Councils in dealing with complaints regarding sewerage from a pipe from the Island being discharged into the river. The Environment Agency had been advised of the issue and were seeking compliance from the owner responsible to rectify the problem.

54 FINANCE

- (i) Payments List – voucher numbers 474 to 579 totalling £29,754.20 were approved and signed.
- (ii) Bank Reconciliation Statement as at 31 July 2019 was approved and signed.

55 DRAFT MINUTES OF COMMITTEE MEETINGS

- (i) Plans Committees – 12 August 2019 – noted.

56 VARIATION OF PLANNING - RIVER GREEN OFFICE

The Town Clerk advised members of minor amendments to the remodelling of the previous toilet block at Rivergreen into office accommodation to provide an alternative to the shutter public serving area. The owner of the boat hire service had undertaken to fit out the office area for storage over the winter pending its use as an office next summer. Members supported the minor changes. With regard to signage for the area, the Clerk was authorised to gain any necessary permissions to alter existing signage for the toilets to include the boat hire and canoe hire facilities and if appropriate to utilise the Council's byelaw notices for any additional advertising.

57 TREE OF THE YEAR

The Town Clerk advised members of a request to nominate the Horse Chestnut tree on Rivergreen for the Tree of the Year award next year (this year's deadline had now passed). Members supported the suggestion in principal but felt they wished to explore further which tree should be nominated.

RESOLVED to agree in principal to enter a tree but explore further which tree should be nominated.

58 MOTION TO CLOSE THE MEETING TO THE PUBLIC AND PRESS

It was proposed, seconded and

RESOLVED to close the meeting to the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the disclosure of confidential information.

59 CIVIC AWARDS

Members considered the nominations for Civic Awards for 2019 and it was

RESOLVED to issue civic awards to Mr Roy Robson and Mr John Preus and to defer determination of the remaining nomination pending further discussions.

60 LAND AT YARMOUTH ROAD

Members considered the confidential report of the Clerk on matters involving land at Yarmouth Road. Members supported the recommendations from the Finance and Staff Committee and

RESOLVED to confirm the terms of negotiation recommended by the Finance and Staff Committee with a percentage profit share of 50% and to agree to the drawing up of plans and diagrams as set out in the report.

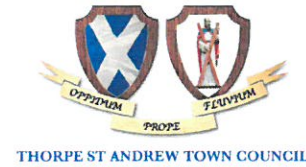
Future agenda items: Rail Halt at Dussindale

The meeting closed at 9:20pm

Signed:

Dated:

Thorpe St Andrew Town Council



Extraordinary Town Council Meeting : 16th Sept 19

Freeman of the Thorpe St Andrew

Agenda Item: 65

Reason for this Report

This report has been prepared to advise the Council on the proposal to allow the creation of the office of 'Freeman' and 'Freewoman' of Thorpe St Andrew.

Background

The honorary title Freeman of the Town is historic and is traditionally bestowed to those who are persons of distinction who have in the opinion of the Council rendered eminent services to the local area. The power for a modern town such as Thorpe St Andrew to convey the titles comes through the Local Democracy, Economic Development and Construction Act 2009 ("the 2009 Act") amendment of the Local Government Act 1972.

In 2015, the Town Council set out qualifications for the office as follows:

1. Preference will be given to a person who performs in a voluntary capacity, but this should not preclude the honour being awarded to a person whose dedication and contribution is significantly above that expected for their occupation.
2. All nominees should have carried out their largely voluntary roles for a period of at least 20 years.
3. Nominees need not necessarily be resident with the Thorpe St Andrew Town Council area.
4. Any nominated Town Councillor should have retired from the post.
5. Nominations should be made by citizens of Thorpe St Andrew and be sponsored by a least one Town Councillor
6. The contribution to the community of Thorpe St Andrew should involve one or more of the following:
 - a. A significant allocation of the person's time in serving members of the Thorpe St Andrew community for the improvement of their well-being
 - b. The promotion, achievement and/or delivery of community services in which a real personal contribution has been made
 - c. A contribution which is seen to stand above the contributions of most others.

Within statute there is no legal power drawn from the office of Freeman of the Town, however the Town has the ability to convey special privilege upon the holders of the office. Within Thorpe St Andrew these include:

- Invitations to all ceremonial events
- Free access to Town Council events held in Thorpe St Andrew
- The right to be consulted on significant matters relating to the town.
- Name to be placed on a roll of honour in the Town Hall
- A native fruit tree to be planted in their honour at the community orchard
- Presented with jewel and certificate
- Consideration given to using names on moorings or street names.

Advice

The Council is asked to consider the attached letter and consider whether the person named should be awarded the Freeman of the Town.

Legal Implications

All decisions and actions taken by or on behalf of Thorpe St Andrew Town Council must (1) be within the local powers of the Authority; (2) comply with any procedural requirement imposed by law; (3) be within the powers of the body or person exercising powers on behalf of the Authority; (4) be undertaken in accordance with the Authority procedural rules inc. Standing Orders and Financial Regulations; (5) be fully and properly informed; (6) be properly motivated; (7) be taken with regard to the fiduciary duty of the Authority to its residents; and (8) be reasonable and proper.

Financial Implications

There are significant financial implications arising from this report which are clearly detailed.



The Parish of Thorpe St Andrew

5 July 2019

Dr Thomas Foreman JP
Town Clerk
Thorpe St Andrew Town Council
Town Hall
Fitzmaurice Park
Pound Lane
NR7 0UL

Dear Thomas,

Nomination for civic recognition as Freeman of Thorpe St Andrew

I am writing to you with a nomination for civic recognition as Freeman of Thorpe St Andrew. Please forgive me for enclosing it within this letter but I do not have your form electronically and so this is an easier way of ensuring that the information is typed.

It is my huge privilege to propose Miss **AURIOL LAFFORD HUGHES** of 30 Yarmouth Road, Thorpe St Andrew for a Civic Award. I understand that Cllr John Fisher (Mayor of Thorpe St Andrew) and Cllr Sue Lawn (Deputy Mayor of Thorpe St Andrew) are seconding this nomination.

Auriol has been involved in the life of this community since 1965 when her mother and family moved here, living in the same rented property ever since. Auriol worked as a Civil Servant in Norwich for HMSO, but as Auriol signed a declaration under the Official Secrets Act we know very little about this. Auriol was less involved with the church in the early years here in Thorpe St Andrew, but recently told me that she made a commitment to become more fully involved in 1979, some 40 years ago.

During this time Auriol has been involved fully within the life of the Parish of Thorpe St Andrew, mainly at the Parish Church. Auriol served as churchwarden for a long period of time, but after retirement from this role she has continued to be very committed to the corporate life of the parish – acting as secretary to the Pastoral Care and Bereavement Group – sending out over 125 invitations to our annual Memorial Service and keeping very accurate records of our work

in this field, and also secretary of the Bells, since age prevents her now from climbing the steps of the tower. Auriol has also led intercessions for many years and leads Morning Prayer once a week in the Parish Church. She attends Morning Prayer every morning with myself and on a number of evenings makes the journey from her home to lock the church. She is a regular sight on the Yarmouth Road, doing whatever is needed to be done to continue the work of the parish – delivering magazines, attending Mothers' Union meetings (she is Treasurer of the Thorpe St Andrew Branch) or delivering notes of a meeting which she had taken, all written out in longhand in her best handwriting. Auriol is a walking encyclopaedia of knowledge of the Parish – and is the first person I turn to if I need to find something out from the past of the Parish. Brevity prevents me listing all of her commitments in the parish – and I suspect there are things which Auriol does which I am not even aware of, such is her nature.

Auriol has in the past attended art classes in Thorpe, been a member of the Thorpe History Group, was involved with the running of the Afternoon meeting of the Thorpe WI (no longer in existence) and is still active in going on outings and meeting for lunch with HMSO Pensioner colleagues.

The God whom Auriol puts her faith and trust in is faithful to her but in return she is faithful to him and this community which she is called to serve. In a world of Instagram, selfies and reality TV it could be said that Auriol cuts a rather contrary figure in our community, yet her faithfulness, patience and devotion to service has shone through for all these years.

It is my privilege to know her and to minister with her and I wholeheartedly commend her to receive a civic recognition in whatever way the members of the Town Council see fit, for her many years of service to the community, in particular the ecclesiastical parish of Thorpe St Andrew.

If you require any more information, please let me know.

With every blessing,

James Stewart
Rector – Thorpe St Andrew

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