

**Thorpe St Andrew Town Council
Minutes of the meeting
held on 3 June 2019 at 7.30pm**

16 Present:

Mr J Fisher	(Town Mayor)		
Mr P Berry	Mr F Bowe	Mr J Boast	Mr J Emsell
Mrs J Fisher	Mr T Garner	Mr T Fordham	Mr M Lake
Miss S Lawn	Mr I Mackie	Mrs T Mancini Boyle	Mr L Reeves
Mr S Snelling	Mr J Ward		

Apologies:

Mr N Shaw

In attendance:

Dr T Foreman (Town Clerk)	Mrs D Matthews (Committee Officer)
Mrs J Fenn (Deputy Clerk and Responsible Finance Officer)	

Also attending were four members of the public.

17 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Member	Item
Mr I Mackie Mr J Ward Mr J Fisher	Minute no:24 – Request for support from Scotty’s Little Soldiers – known to the applicant
All members owning dogs	Minute no:25 – Dog Control on Parks
Dr T Foreman	Minute no: 30 – Land at Thorpe Island – member of a local rowing club – left the meeting for this item

18 MINUTES

The minutes of the meeting held on 13 May 2019 were agreed and signed as a true record.

19 ANNOUNCEMENTS

The Town Mayor offered congratulations to Mr C Thackery, who used to live in Thorpe St Andrew, on winning Britain’s Got Talent.

The Town Clerk reported on a visit to the high school where work was continuing with the Youth Council. With regard to the church wall, a quotation for the works had now been received and the District Council was being contacted to appoint a new representative on the joint working group following the retirement of the previous representative. A number of painted bird boxes had been given to the Council by Dussindale Primary School for the Plantation.

20 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 reported that an apology had been received from the Police that they would be unable to attend the meeting. A

new beat manager had joined for the area that morning and would be making contact with councillors as soon as possible. The Clerk would be updating the Police on current issues of concern including drug use near the pavilion and issues around the tree plantation.

- (ii) Members noted the report from Cllr Ward.
- (iii) Cllr I Mackie stated that a planned closure of one lane of the NDR would take place from June to August to allow for repainting, maintenance and installation of illuminated signs and over 50 trees were scheduled for planting. A survey of trees on Newbury Way had recently taken place by the Highway Engineer with a view to a programme of pruning works being carried out. A development consent order had recently been accepted for the third river crossing.
- (iv) Four residents spoke in relation to agenda item no:30 – the land at Thorpe Island. A representative of the Broadland Boat Club which had 49 members commented that the club would need to vacate its current site when its lease ended in 2021 and it was actively looking for an alternative site. It was not in a position to consider the purchase of the land but it was currently in discussions with the Yare Boat Club regarding the potential for the two clubs to join.

A resident who had been associated with Thorpe Island for a considerable number of years who was also a member of the Broads Authority Navigation Committee, a chartered surveyor and a planning consultant reported on his understanding of the current planning situation regarding the land for sale having regard to the Broads Authority's recently approved new local plan and the different designations applicable to the Eastern, Western and Central areas of the Island for various levels. Planning restrictions in the Plan applicable to the Central area had been unsuccessfully challenged and were such that he believed no significant extension to the low key use of the parcel of land for sale site would be permitted and, despite an encouraging site meeting with Broads Planning Officers, the formal view was that anything more than a minor development would be resisted.

A representative and co-owner of the Yare Boat Club, which currently had approximately 50 members, reported on his intention to see the Club purchase the land for sale at Thorpe Island for use not only by the Yare Boat Club but potentially also by the Broadland Boat Club. Acquisition of the land would bring a huge benefit to the clubs. He hoped the Town Council would be able to help the Club if it was successful in purchasing the land by supporting any planning application submitted by them. Any development of the land would be sympathetic to the surroundings. If any planning application was not successful, the Club would still be able to benefit from use of the acquired land. In addition to this, it was hoped the Town Council would consider assisting the club to purchase the land if it proved necessary because of significant interest in the sale or to protect it for community use.

The Captain of the Yare Boat Club reported on her ambitions for the Club. Rowing currently took place 7 days per week from early morning to early evening, with rowers from all ages and all abilities thinly dispersed throughout the day/week. She indicated by way of drawings the current site occupied by the Club and the adjoining plot for sale and how this could potentially be developed to enhance use and appearance of both sites. She believed the

Club, particularly if it merged with the Broadland Boat Club could develop its competition element and become a centre of excellence.

With regard to the issue of parking, the Broadland Boat Club would need to discuss its future parking arrangements with Frostbites Sailing Club. Members of the Yare Boat Club were encouraged to walk or cycle to the Club and traffic studies indicated a maximum of approximately 8 vehicle movements at any one time.

21 FINANCE

- (i) Annual Governance and Accountability Return 2018/19
The Assistant Clerk and Responsible Finance Officer invited Members to consider and approve the following matters:
 - a. Section 1 Annual Governance Statement
RESOLVED to approve and sign the Annual Governance Statement 2018/19.
 - b. Section 2 Accounting Statement
Members noted the change to the figures in section 4 column 3 which had increased by £11,000 to £232,695 and the reduction in the figure in section 6 column 3 which had decreased by £11,000 to £336,838.
RESOLVED to approve and sign the Accounting Statement 2018/19.
 - c. Annual Internal Audit Report
RESOLVED to note the Annual Internal Audit Report for 2018/19.
 - d. Internal Audit Report – Pauline James
RESOLVED to note that there were no issues arising from the internal audit for the year ending 31 March 2019.
- (ii) Payments List – voucher numbers 126 to 238 totalling £63,378.63 were approved and signed.
- (iii) Bank Reconciliation Statement as at 31/5/19 was approved and signed.

22 DRAFT MINUTES OF COMMITTEE MEETINGS

- (i) Plans Committee – 20 May 2019 – noted.

23 TIME AND DAY OF COUNCIL MEETINGS 2019/20

The Town Mayor invited members to consider the date and time of future Council meetings. There was a general preference for the meeting date to remain as the first Monday of the month and for the start time to remain at 7:30pm, with the aim of all meetings being concluded within 2 hours. The Town Mayor could, in accordance with standing orders, agree to defer any outstanding business if any meeting lasted longer than 2 hours.

RESOLVED that the date of Council meetings remain as the first Monday of the month and the start time remain at 7:30pm, with the aim of all meetings being concluded within 2 hours.

24 REQUEST FOR SUPPORT FROM SCOTTY'S LITTLE SOLDIERS

Members considered correspondence from Scotty's Little Soldiers, a UK registered military charity, requesting financial support for their work in supporting children and young people who had lost a parent from the British Armed Forces. Whilst supporting the work being undertaken, members agreed that they should give priority to applications from within the Town but that further consideration could be given to the application later in the year if no other requests were forthcoming or supported. The applicants would continue to be invited to participate in any Thorpe St Andrew Events.

RESOLVED to defer consideration of the application for funding until later in the year.

25 DOG CONTROL ON PARKS

Members considered correspondence from residents of Hampden Drive regarding issues with loose dogs on the park encroaching onto their properties. Members felt that measures should be taken, if possible, to help alleviate this problem and that the installation of a gate at the end of the pathway leading towards Hampden Drive on Fitzmaurice Park could assist this.

RESOLVED that the Town Clerk obtain quotations for the purchase and erection of a gate at the end of the pathway leading towards Hampden Drive on Fitzmaurice Park for consideration at a future meeting.

26 BONFIRES ON ALLOTMENTS

Members considered correspondence raising concerns about bonfires on the allotments. It was noted that the lighting of bonfires on the allotment was permitted in the rules for use of the allotments but at certain times (dusk) and avoiding lighting them when the wind was in the wrong direction so as to cause a nuisance. Members generally felt that allotment users should be allowed to light bonfires but there was a need to reiterate (perhaps in the next newsletter) the conditions for doing so. It was noted that the rules for use of the allotments were currently being reviewed.

RESOLVED to reinforce the rules for lighting bonfires on the allotments.

27 CANADA TWINNING VISIT

Members received a proposed itinerary for the Town Twinning guests' visit to Thorpe St Andrew and members were invited to join the various visits and talks on the morning of 11 June 2019. Members generally welcomed the proposals but some members expressed concern that some residents had concerns about the twinning arrangement, the limited benefits to the Town and the costs involved. It was stressed that the twinning arrangement would enhance cultural interests at little or no cost and there were many benefits for local groups, the church and the schools. The cost of lunch for the guests was being met by some councillors. The Town Council had taken the decision to support the venture and it had been publicised in the newsletter. It was noted that any opportunity to commemorate the life of Pvt Wicks who had a connection with both Towns should also reflect the many other lives lost.

The Town Clerk undertook to circulate the itinerary to all members.

28 WALKING PLAN OF THE TOWN

The Town Clerk reported that a stock of the History Group's walking map was now available from the Town Hall and the points of interest contained within the map would be incorporated into the proposed new website/app. Members welcomed this but also felt it would be good to develop a street map of the Town and asked the Town Clerk to look into this. They also felt it was time to organise another "Beating the Bounds" event – a walk around the boundary of the Town and asked the Town Clerk to explore options for this in the Autumn.

29 SAINSBURY'S RECYCLING BINS

Concerns were raised about the untidy condition of the recycling area at Sainsburys which was being used by the public to dump rubbish. It was understood that the recycling facility was managed by "Palm" on behalf of Sainsburys, and the non-recycled material dealt with by Sainsburys' waste contractor but little was being done to manage the site effectively. It was agreed to refer the matter to the district council planning enforcement team with a request that planning permission for the recycling facility be revoked if necessary.

RESOLVED to refer the matter to the district council planning enforcement team with a request that planning permission for the recycling facility be revoked if necessary.

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.

The Town Clerk left the meeting and no members of the public remained.

30 LAND AT THORPE ISLAND

Members considered the report of the Town Clerk regarding details of land for sale at Thorpe Island. Members were keen to support the acquisition and use of the land by the local rowing clubs and discussed a number of options as to how this might be undertaken.

RESOLVED that Cllrs Reeves, Fisher and Snelling be authorised to discuss with the Boat Clubs the extent of their intention to purchase the land for sale at Thorpe Island with a view to supporting their efforts if appropriate by way of a loan.

FUTURE AGENDA ITEMS

None raised

DATES OF FUTURE MEETINGS

<i>Plans</i>	<i>10 June 2019</i>
<i>Finance and Staff</i>	<i>17 June 2019</i>
<i>Events and Media</i>	<i>24 June 2019</i>

The meeting closed at 9:55pm

Signed:

Dated:

DRAFT