

**Thorpe St Andrew Town Council
Minutes of the Town Council meeting
held on 3rd July 2023 at 7:30pm**

1. PRESENT:

Mr F Bowe (Town Mayor)	Mr J Ward
Mr S Snelling (Deputy Town Mayor)	Mr S Court
Mr D Wiseman	Mr P Berry
Mr J Emsell	Ms J Bailey
Mr T Garner	Mr J Fisher
Ms L Barrett	Mr C Eden
Mr D Buck	

APOLOGIES: Ms L Skinner
Mr D Moore (resigned)

IN ATTENDANCE:

Mrs R McCarthy (OM and RFO)
Mrs L Weston (Committee Officer)

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None

3. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 5th June 23

The minutes of the meeting held on 5th June 23 were signed and approved as a true record.

4. ANNOUNCEMENTS (FOR INFORMATION ONLY)

- (i) The Town Mayor on behalf of the Council, expressed condolences to the family of Barbara Tabor of Constance Webster Florists, a previous Thorpe St Andrew Community Award winner. An update on the CEO vacancy was given; 9 applicants and 3 shortlisted for the role, interviews to take place Monday 10th July. The Town Mayor's chosen charity for next year is EACH (East Anglia's Children's Hospices). Following the resignation of Cllr Drew Moore, a by-election date will be announced by BDC in due course.
- (ii) The RFO advised that the Neighbourhood Plan should now progress as the accessibility issues had been resolved.

5. PUBLIC SESSION

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

- (i) Norfolk Constabulary – No report

(ii) Councillor J Ward advised members of the works due to commence at Heartsease roundabout, crossing points and cycle provision.

(iii) There were 5 members of the public in attendance. A concern was raised over the possibility of a new CEO not being in place by the end of August. It was accepted as a possibility but will be addressed once the notice period of the successful candidate is known. Following the previous meeting, the question was raised about the Christmas lights remaining at and being switched on at River Green. Although not an agenda item, it was confirmed that the Christmas lights would remain at River Green. Father James led a church service for those paying their respects on Armed Forces Day and a flag was raised at River Green. The Strawberry Tea was successful and on the 15 July the Church Fete will take place, raising funds for the community.

6. **FINANCE**

(i) Payments List – as tabled, no questions.

(ii) Bank Reconciliation Statement – as tabled, no questions.

Reports approved and signed by the Town Mayor. The reports will be available on the website for members of the public to view from tomorrow.

7. **DRAFT MINUTES OF COMMITTEE MEETINGS**

(i) Draft minutes of the Planning & Environment Committee held on 12 June 23 were noted.

(ii) Draft minutes of the Finance & Staffing Committee held on 19 June 23 were noted.

8. **COMMITTEE MEMBERSHIPS**

Mr P Berry to join the Finance and Staffing Committee, no objections raised.

9. **LOCATION OF FUTURE MEETINGS**

A healthy discussion took place regarding the facilities of the Town Hall and Roxley Hall, to ascertain the most appropriate venue to hold future meetings. All issues considered including size, welfare facilities, furniture, location, private hirers and financial implications were discussed. It was agreed by all, that normal tables would be reintroduced at future meetings.

Mr J Fisher proposed a move back to the Town Hall, seconded by Mr J Ward, proposal was DEFEATED with 2 Cllrs for and 11 Cllrs against.

10. **PARISH PARTNERSHIPS – Correspondence attached**

Members were advised to contact the office with ideas for project applications and consult CEO on the position regarding previous applications such as the bus shelters.

11. **ST WILLIAMS PRIMARY SCHOOL – SEND Resource Centre**

Correspondence attached for information only.

12. **TOWN HALL ROOF QUOTATIONS – report attached**

The Town Council considered the report and recommendation. Mr S Snelling and Mr S Court advised members to choose a creditable company with third party insurance, to guarantee the workmanship. Mr J Fisher asked for confirmation that the quotations were from reputable companies, RFO confirmed.

It was proposed by Mr J Fisher and seconded by Mr S Snelling to go with contractor E, subject to confirmation of an independent third party insurance guarantee, agreed by a unanimous show of hands.

FUTURE AGENDA ITEMS

Mr D Wiseman queries the progress of training for new councillors following an abusive call from a member of the public. The RFO confirmed would refer to the Clerk. Mr C Eden confirmed he had a similar call and suggested members use their home landline numbers.

Meeting Closed at 8.10pm

Chairman _____

Date _____