

DOWNHAM MARKET TOWN COUNCIL MEETING
MINUTES OF MEETING HELD TUESDAY 12th APRIL 2016 AT 7:00PM

Present:	The Mayor	Cllr J K Fox
	The Deputy Mayor	Cllr F E Daymond
	Councillors	M Brown
		J W Doyle
		K Everitt
		J Groom
		B Hobbs
		R L Judge
		D Lawson
		Mrs K A Mellish
		J J Reed
		M Ross
		D J Sharman
		A D Stacey
		M D Starreveld
		P R Sayers
		R Turner
	Borough Cllr	J Westrop
	County Cllr	A White
	Town Clerk	Mrs J M Markwell
	Deputy Town Clerk	Mr R A Davidson
	Norfolk Constabulary	Police Temporary Sergeant 295 Stone
		PC 198 Allen
	Members of the Public	3
	Press representative	1

Those in attendance at the meeting were notified of the emergency evacuation procedure from the Town Council offices. Those in attendance at the meeting were notified that mobile telephones should be turned off or switched to silent mode for the duration of the meeting.

3089. To receive Members' Apologies for Absence

Apologies for absence had been received from Cllrs' Pegg (family), Pyatt (family) and Mrs Thompson (holiday). The apologies were accepted.

3090. To receive Members' Declarations of Interest

There were no such declarations of interest.

3091. To approve the minutes of the Town Council meeting held on Tuesday 08th March, 2016 (pages 5298 - 5302)

The minutes of the Town Council meeting held on Tuesday 08th March, 2016 (pages 5298 - 5302) were approved.

Adjourn meeting for public participation and reports

The Mayor, Cllr J Fox, adjourned the meeting.

Police Representative

PC Allen gave an overview on the Pubwatch scheme which is run by the publicans but with input from the constabulary. He indicated that Weatherspoon's proposed to partake in the scheme. He further reported that the Safer Neighbourhood Team had attended the Albanwise consultation meeting held in the Town Hall. PC Allen outlined the current SNAP priorities of tackling anti-social behaviour hotspots, drug dealing and shoplifting. Lastly, he urged councillors to make sure they used their vote in the forthcoming Police & Crime Commissioner election.

Councillors reported to him their concerns of youngsters playing in the roads on the Clackclose Estate and of teenage cyclists deliberately misusing the pelican crossing on Priory Road to the annoyance of other road users.

County Councillor report

County Cllr White reported the Bridge Street/High Street resurfacing works had been completed.

Borough Councillor report

Borough Councillor Mrs Mellish reported that the topic of speeding continued to dominate SNAP meetings.

Public Participation

Mrs P Sharp asked if, due to the pressures of a lack of five year land supply currently being experienced by BCKL&WN, the Willows Nature Reserve could be registered with Fields In Trust. Borough Cllr Mrs Mellish stated she intended to pursue this and suggested that upon the new Portfolio Holder being selected, the Town Council could write requesting this occur.

Following this representation the Mayor Cllr Fox resumed the meeting.

3092. To receive correspondence

A list of correspondence had been circulated (Appendix 1).

3093. To receive Councillors' Questions

Cllr Doyle raised the issue of cars and delivery vehicles accessing the Moss Homes development through the Hamilton Way hammer head. In support of this Cllr Judge reminded councillors of similar concerns about inappropriate vehicle use at the rear of Railway Road.

Cllr Starreveld queried about an apparent policy that BCKL&WN require staff to sign non-disclosure declarations. Borough Councillor Mrs Mellish said she would investigate and report back at a future meeting.

3094. To adopt the Standing Committee Minutes of:

Finance Committee

Proposed – Cllr Judge

Seconded – Cllr Lawson

‘That the minutes of the Finance Committee meeting of Tuesday 23rd February, 2016 (pages 5284 - 5286) – approved are adopted’

All in favour

Property Committee

Proposed – Cllr Doyle

Seconded – Cllr Sayers

‘That the minutes of the Property Committee meeting of Tuesday 16th February, 2016 (pages 5278 – 5281) – approved are adopted’

All in favour

Planning & Environmental Committee

Proposed – The Deputy Mayor Cllr Daymond

Seconded – Cllr Lawson

‘That the minutes of the Planning & Environment Committee meetings of Wednesday 17th February (pages 5282 – 5283) and Tuesday 01st March, 2016 (pages 5290 – 5293) – approved are adopted’

All in favour

Community Development Committee

Proposed – Cllr Ross

Seconded – Cllr Groom

‘That the minutes of the Community Development Committee meeting of Wednesday 02nd March, 2016 (pages 5294 – 5297) – approved are adopted’

All in favour

Town Hall Committee

Proposed – Cllr Sharman

Seconded – Cllr Brown

‘That the minutes of the Town Hall meeting of Wednesday 24th February, 2016 (pages 5287 – 5289) – approved are adopted’

All in favour

3095. To receive the Clerk’s report

There was no Clerk’s report for this meeting.

3096. Payment of Bills

There were no bills for payment.

3097. To receive revised Financial Regulations 2016

The Financial Regulations 2016 had been put on the table at the March, 2016 meeting.

Proposed – Cllr Stacey

Seconded – The Mayor, Cllr Fox

‘That Council adopts the new Financial Regulations 2016’

All in favour

3098. To discuss Borough Council (BC) Consultation on Community Infrastructure Levy (CIL)

Cllr Starreveld addressed the meeting.

The BC has recently produced a consultation document on the implementation of the Community Infrastructure Levy. It is an extremely detailed document but the time given for Parishes to respond is only from the 14th March to 25th April, which is a short period for such a complex subject.

Within the document it states that the BC has met with interested parties, but it is not known who they are. It is known that there was little if any consultation with parishes prior to it being published. It could therefore be seen as an undemocratic process which could create barriers and encourage property developments to specific areas of West Norfolk.

There will be no CILs payment for any properties built in the North east sector of the town. This potential increase in residents will impact on the town and there will be no income to help the town increase its infrastructure.

The community has a right to receive income from not only CILs but also Section 106 agreements. There was a full discussion on the current position and all members agreed that action should be taken to not only try and recuperate S106 funds but also ensure that the CILs is properly distributed to the appropriate areas.

Proposed – Cllr Lawson

Seconded – Cllr Mrs Mellish

‘That a formal letter is forwarded to the Borough Council of King’s Lynn and West Norfolk to query the CIL document methodology’

All in favour

Proposed – Cllr Starreveld

Seconded – Cllr Judge

‘That independent legal and professional advice is investigated’

All in favour

Proposed – Cllr Starreveld

Seconded – Cllr Brown

‘That within the letter it should be stated that the consultation period should be extended’

All in favour

Proposed – Cllr Starreveld

Seconded – Cllr Groom

‘That a public meeting should be scheduled to inform residents of the current situation regarding the CILs Consultation’

All in favour

3099. To receive an update on Registration Service facilities in Downham Market

The Clerk gave members a brief update on the Registration Service. It has been agreed that they will open for one full day a week and will keep the office for use as an outreach base for Norfolk County Council.

3100. To discuss community celebration to mark HM The Queen’s 90th Birthday

Richard Davidson and Nikki Hannan have worked on this event and it is expected to be an excellent evening. The beacon will be lit and a gentleman who shares his 90th birthday on the 21st April will be in attendance. Both members of staff were thanked for all their hard work.

3101. To receive update on the 40th Anniversary Twinning Club Civic Reception on Sunday 22nd May

Cllr Ross reported that there could be up to 37 visitors from Civray, who will arrive on Friday 20th May, 2016. A civic reception will be held in the Town Hall on Sunday 22nd May and it is hoped that as many Councillors as possible will attend.

3102. To receive update on the new Local Council Award Scheme

The Mayor Cllr Fox is now working with Carole Edwards, senior administrator, in order to move this forward.

3103. To receive update on the Neighbourhood Plan

It was felt that this project needed to be moved forward now as quickly as possible as once it has been adopted it increases the percentage of CILs contributions the town would receive from 15% to 25%.

3104. To receive report on the Downham Market Festival

Cllr Ross reported the Festival Committee arrangements are going well and it should be an excellent event to be enjoyed by all.

3105. To receive report on the Joint Burial Board

The Mayor Cllr Fox advised there was nothing to report to this meeting.

3106. To receive report on the Twinning Club

This was covered in the previous item with regard to the update on the Twinning Club reception.

3107. To receive report on the Jubilee Community Centre

There was nothing to report to this meeting.

3108. Update on future events

St Georges Day celebrations are being held this year on Friday 22nd April to facilitate the attendance of local school children.

3109. To receive verbal report from the Human Resources Committee

It was reported that appraisals are being arranged for all members of staff.

3110. To discuss any urgent items as agreed by the Mayor.

There were no such urgent items as agreed by the Mayor.

3111. Mayor's Announcements

The Mayor gave a verbal report on the past month's mayoral engagements.

3112. To receive confidential Human Resources Report

There was no confidential report.

The Mayor thanked everyone for attending and closed the meeting at 8:45pm.

Chairman

Date