

DOWNHAM MARKET TOWN COUNCIL MEETING
MINUTES OF MEETING HELD TUESDAY 12th JANUARY 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
		D Lawson
		Mrs K A Mellish
		R A Pegg
		C Pyatt
		J J Reed
		M Ross
		D J Sharman
		A D Stacey
		Mrs Y A Thompson
		R Turner
		A White
	County Cllr	4
	Members of the Public	
	Town Clerk	Mrs J M Markwell
	Deputy Town Clerk	Mr R A Davidson

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.

3017. To receive Members' Apologies for Absence

Apologies for absence had been received from Cllrs' Judge (holiday), Sayers (holiday) and Starreveld (unwell). The apologies were accepted.

3018. To receive Members' Declarations of Interest

There were no such declarations of interest.

3019. To approve the minutes of the Town Council meeting held on Tuesday 10th November, 2015 (pages 5196 - 5200)

The minutes of the Town Council meeting held on Tuesday 10th November, 2015 (pages 5196 - 5200) were approved.

Adjourn meeting for public participation and reports

The Mayor, Cllr J Fox, adjourned the meeting.

Police Representative

There was no Police report.

County Councillor report

There was no County Councillor report.

Borough Councillor report

Cllr Mrs Mellish reported that having attended an officer briefing, immediate budget forecasts were manageable but future years would become increasingly tough with the BCKLWN looking to develop £2M of savings over the next four years.

Public Participation

Louise Hepburn of the Eastern Daily Press reminded members of the opportunity the paper's Community Chest initiative offered to source community funding.

A member of the public asked how many members had visited the site of the proposed Howdale Rise development and suggested those that had not should.

Following these representations the Mayor Cllr Fox resumed the meeting.

3020. To receive correspondence

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

3021. To receive Councillors' Questions

Cllr Doyle queried whether a letter could be sent to the Heritage Society asking their contractor to make good the former decorative flower bed that is currently full of building rubble. It was answered this request had already been made through the Property Committee.

3022. To adopt the Standing Committee Minutes of:

Finance Committee

Proposed – Cllr Pyatt

Seconded – Cllr Mrs Thompson

'That the minutes of the Finance Committee meeting of Tuesday 27th October, 2015 (pages 5180 - 5182) – approved are adopted'

All in favour

Property Committee

Proposed – Cllr Pegg

Seconded – Cllr Sharman

'That the minutes of the Property Committee meetings of Tuesday 20th October (pages 5172 – 5176) and Tuesday 17th November, 2015 (pages 5204 – 5209) – 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 21st October (pages 5177 – 5179) and Tuesday 03rd November, 2015 (pages 5186 – 5190) – approved are adopted'

All in favour

Community Development Committee

Proposed – Cllr Ross

Seconded – Cllr Brown

‘That the minutes of the Community Development Committee meetings of Wednesday 04th November (pages 5191 – 5195) and Wednesday 02nd December 2015 (pages 5223 – 5225) – approved are adopted’

All in favour

Town Hall Committee

Proposed – Cllr Sharman

Seconded – Cllr Stacey

‘That the minutes of the Town Hall meeting of Wednesday 28th October, 2015 (pages 5183 – 5185) – approved are adopted’

All in favour

3023. To receive the Clerk’s report

The Clerk advised members the next LCPAS training session to be held in the Town Council Offices would be Public Nuisances which will take place on Monday 22nd February 2016.

3024. Payment of Bills

There were no bills for payment.

3025. To agree the precept for the financial year 2016/2017

The Finance Committee Chairman Cllr Pyatt thanked the different committees for their efforts to create what was considered to be a realistic and workable budget which involved a 2% increase.

Proposed – Cllr Pyatt

Seconded – Cllr Stacey

‘That Council agrees the precept for the financial year 2016/2017 be £300,348.62 plus the Borough Council grant of £17,641.00, making a total of £317,989.62’

All in favour

3026. To receive Planning & Environmental Committee decision of 18th November 2015 regarding Rouses Lane/Howdale Rise Development

The Chairman of the Planning & Environmental Committee Cllr Daymond advised members of the committee’s decision to recommend approval by reading aloud the Town Council representations in full.

3027. To receive arrangements for the Car Park Management Strategy Public Consultation Day on Monday 18th January 2016

The Deputy Clerk advised members of the arrangements.

3028. To discuss recognising the Centenary of RAF Marham in 2016

The Mayor Cllr Fox outlined his determination to ensure the centenary was suitably marked particularly due to the close links established between the base and the Town Council. He suggested that the Town Council should host a civic reception and present a silver salver in recognition of the occasion.

Proposed - Cllr Doyle

Seconded – Cllr Lawson

‘That Council should organise a civic reception and present a silver salver to Royal Air Force Marham in recognition of their centenary’.

All in favour

3029. Election of Mayor Elect for Mayoral Year 2016/2017

The Deputy Mayor Cllr Daymond nominated Cllr Ross (Appendix 2).

Discussion followed as to the compulsion of identifying a Mayor Elect as the selection process was not binding upon Council. The majority view was that the process should be continued this evening as it was an item on the agenda for election and the necessity of having a Mayor Elect procedure could be discussed in plenty of time prior to next year’s process.

Proposed – The Deputy Mayor Cllr Daymond

Seconded – Cllr Turner

‘That Cllr Ross is elected Mayor Elect.’

For 14 Against 0 Abstention 3

3030. To discuss the Local Council Award Scheme

There was no report.

3031. To receive update on the Neighbourhood Plan

There was no report.

3032. To receive report on the West Norfolk Local Action Group

Mrs P Sharp updated members on the work of the West Norfolk Local Action Group (Appendix 3) and offered to arrange for the Lead Facilitator Carol Allen to address a future Town Council meeting by way of a short presentation. This offer was accepted.

At the invitation of the Mayor, Cllr Lawson reported on three NALC meetings at which he had recently represented the Town Council. Two meetings had predominantly concerned themselves with internal affairs but the third had offered an overview of the budget savings NCC need to make and had recommended a collaborative approach to unlocking Section 106 monies.

3033. To receive report on the Downham Market Festival

Cllr Ross reported Parade arrangements are progressing well but there was a specific plea for councillors to make themselves available on the Town Council float.

3034. To receive report on the Joint Burial Board

There was no report.

3035. To receive report on the Twinning Club

Cllr Ross advised members of future arranged meetings.

This year due to the 40th anniversary celebrations there will be two visits to Civray; the 8 day visit in July/August together with a September/October long weekend consisting of special anniversary arrangements.

The Twinning Club has a coffee morning in the Town Hall on Friday 12th February.

3036. To receive report on the Jubilee Community Centre

Cllr Sharman advised members that Downham Town Football Club no longer wish to relocate their first team to the JCC, accordingly improvement plans are being revisited. Currently the JCC Management Committee is investigating upgrading the CCTV cameras and the next meeting is tomorrow evening.

3037. To receive report on Town events

Cllr Turner advised members the next meeting of the Events sub-committee would be in two days' time and she was encouraged members of the public were volunteering to become involved.

3038. To receive verbal report from the Human Resources Committee

Members were advised an apprentice had been selected and was settling well in her new role.

3039. To discuss any urgent items as agreed by the Mayor.

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

3040. Mayor's Announcements

A list of the past month's mayoral engagements was circulated (Appendix 4).

The Mayor thanked Cllr Everitt for assuming responsibility for the Town Council feature in Downham Life magazine.

Members were advised of the national suggestion received of lighting beacons, where they exist, in celebration of HM The Queen's 90th Birthday on 21st April 2016. It was agreed the Town Council should approach St Edmund's PCC in support of this initiative.

3041. To receive confidential Human Resources Report

There was no confidential report.

The Mayor thanked everyone for attending and closed the meeting at 8.19pm.

Chairman

Date