

DOWNHAM MARKET TOWN COUNCIL MEETING
MINUTES OF MEETING HELD TUESDAY 13th SEPTEMBER, 2016 AT 7:00PM

Present:	The Mayor	Cllr M C Ross
	The Deputy Mayor	Cllr F E Daymond
	Councillors	M Brown
		J W Doyle
		J K Fox
		J Groom
		R L Judge
		D Lawson
		R A Pegg
		C Pyatt
		J J Reed
		D J Sharman
		A D Stacey
		M D Starreveld
		Mrs R Turner
	Norfolk County Cllr	A White
	Borough Cllr	Mrs J Westrop
	Town Clerk	Mrs J M Markwell

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.

3192. To receive Members' Apologies for Absence

Apologies for absence had been received from Cllrs' B Hobbs (holiday), P R Sayers (family) and Mrs Y A Thompson (illness)
The apologies were accepted

3193. To receive Members' Declarations of Interest

There were no such declarations of interest.

3194. To approve the minutes of the Town Council meeting held on Tuesday 12th July (pages 5417 - 5422) and the extraordinary meeting on Tuesday 2nd August, 2016 (pages 5437-5439)

The minutes of the Town Council meetings held on Tuesday 12th July (pages 5417-5422) and the extraordinary meeting on Tuesday 2nd August, 2016 (pages 5437-5439) were approved.

Adjourn meeting for public participation and reports

The Mayor, Cllr Ross, adjourned the meeting.

Police Representative

PC198 Allen attended the meeting and gave a report.

The investigations into the recent attempted abduction at RAF Marham are still ongoing and photo-fit pictures of the perpetrators have been released to the press. There is a general alert in the area, it should be noted that it is not just London that is being targeted.

The new Police Commissioner is Mr Lorne Green. A recent poll showed that child abuse and anti-social behaviour were the two most prominent public concerns and therefore improved visible policing was seen as a priority. This was becoming more difficult in this area as there are limited police resources. Currently in the Downham Market area there are 4 PCSO's, but two are to become police officers and therefore reducing the numbers of available local PCSO's.

It is hoped to have a police presence in the town on a Friday morning but this would depend greatly on operational priorities. It was agreed that there would be a police representative quarterly at the Full Council meetings; if there were any particular issues the Council members would like a report on then contact should be made in order that information can be sought.

There is currently some anti-social behaviour in the town, the young people who damaged the wall adjacent to the cemetery on the Howdale were caught and their parents were informed.

There have been over ten incidents on St John's Industrial Estate and Trafalgar Industrial Estate: two people have been caught and are on bail.

The Mayor thanked PC198 Allen for attending the meeting.

County Councillor report

Cllr White reported that he had received an email with regard to the parking near to the railway station. It could be possible, through the partnership agreement that a joint scheme could be brought forward to place double yellow lines in the vicinity of the station. This would be investigated. The Mayor asked if the positioning of the white lines at the bus stop in the Hollies Car Park could be re-looked at as there were still concerns that the lining is incorrect and in order for the bus to stop at the correct part of the bus shelter it blocks an entrance to the car park. After a short discussion it was suggested that the white lines should be removed.

Borough Councillor report

Borough Cllr Mrs Westrop reported that there were no current issues relating to Downham Market. There are ongoing discussions with regard to the closure of some public toilets, but the final decision is unlikely to be made before the New Year.

Public Participation

There was no public attending this meeting.

The Mayor, Cllr Ross resumed the meeting.

3195. To receive correspondence

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

3196. To receive Councillors' Questions

Q: Cllr Fox advised that as two Councillors had resigned there is no co-ordinator for the newsletter and therefore someone new was needed. There was a short discussion as to whether this should be the responsibility of post of Deputy Mayor's or a member of staff. It was agreed that the office were not in a position to take this forward and the Deputy Mayor was reluctant due to time constraints because of his civic duties. Cllr Fox advised members that he would collate the articles for the next issue. Cllr Turner agreed to work with Cllr Fox to see what is involved and if she felt able to would take over the coordination of the newsletter.

A: This would be discussed at the next meeting

3197. To adopt the Standing Committee Minutes of:

Community Development

Proposed – Cllr Brown

Seconded – Cllr Daymond

‘That Community Development meetings of Wednesday 06th July (pages 5413 – 5416) and Wednesday 03rd August, 2016 (pages 5445 – 5447) – approved are adopted’

All in favour

Finance Committee

Proposed – Cllr Judge

Seconded – Cllr Lawson

‘That the Finance Committee meetings of Tuesday 28th June (pages 5401 - 5403) and Tuesday 26th July, 2016 (pages 5430 – 5432) – approved are adopted’

All in favour

Planning & Environmental Committee

Proposed – Cllr Daymond

Seconded – Cllr Lawson

‘That the Planning & Environment Committee meetings of Wednesday 22nd June (pages 5398 – 5400), Tuesday 05th July (pages 5408 – 5412), Wednesday 20th July (pages 5428 – 5429), Tuesday 02nd August (pages 5440 – 5444) and Wednesday 17th August, 2016 (pages 5452 – 5454) – approved are adopted’

All in favour

Property Committee

Proposed – Cllr Pegg

Seconded – Cllr Doyle

‘That the Property Committee meeting of Tuesday 21st June, 2016 (pages 5394 - 5397) – approved are adopted’

All in favour

Town Hall Committee

Proposed – Cllr Sharman

Seconded – Cllr Stacey

‘That the Town Hall Committee meeting of Wednesday 29th June, 2016 (pages 5404 - 5407) - approved are adopted’

All in favour

3198. To receive the Clerk's report

There was no Clerk's report.

3199. Payment of Bills

There were no bills for payment.

3200. To receive update from the Community Infrastructure Levy (CIL) sub-committee

Cllr Lawson reported that there had been 5 representatives from the Town Council at the recent examination of the BCKL&WN CILs Consultation document.

It was noted that, as expected, developers and land owners did not welcome a CIL's payment on each property that is built. Also some areas in West Norfolk are to attract up to £60 per sq m but in Downham (NE) it would be zero. It was explained that the area for development in the north east of the town would be expensive to build out and therefore there would be no additional profit to pay CILs, but it was noted in the document that Downham Market was seen to have a small amount of additional profit per home but the Borough Council had applied a 'buffer' due to variances in costs during the actual build.

Comment was made when it was stated that the brownfield sites in King's Lynn were showing negative figures to build but it had been agreed to put a £10 per sq m CILs payment. When questioned this could not be rationally explained.

It was felt that the whole process is to the benefit of developers and the impact on local towns and village infrastructure was being ignored.

There was a full discussion on the consultation process and it was agreed that the process should be referred to the Ombudsman for investigation.

Proposed – Cllr Lawson

Seconded – Cllr Brown

'That the current consultation process by the Borough Council of King's Lynn and West Norfolk be referred to the Ombudsman'

All in favour

3201. To receive Proposition from the Property Committee meeting of the 19th July, 2016

'That the Property Committee recommends to Full Council that further investigations are made of Compromise Option 3 viz. 2 hours free parking on all Town Council Car Parks with the exception of the Town Hall Car Park, to be subject to a £1.00 fee payable on arrival for up to a maximum stay of 2 hours. The Hollies Car Parks to be subject to a maximum stay of 4 hours'.

Cllr Judge reported to the Council that after taking into account the responses from the public consultation earlier in the year, it has been recommended to further investigate compromise option three, as detailed below:

The charging period is 08.00 to 18.00 Monday to Saturday

Town Hall Car Park

Charge from entry £1.00 for up to a maximum stay of two hours

Hollies Car Park

Free for two hours

2 – 3 hours £1.00

3 – 4 hours £1.50 (maximum stay of 4 hrs)

Paradise Road Car Park and Old Fire Station Car Park

Free for two hours

2 – 3 hours £1.00

3 – 4 hours £1.50

4 hours to end of charging period £2.00

The above details now need to be further investigated to see if the charging figures are viable and able to produce a return to the Council after all expenses for monitoring etc have been taken into account. Any income will help towards future resurfacing and maintenance of the car parks.

Documents will be produced to go out to interested parties who may wish to tender for the contract.

Proposed – Cllr Judge

Seconded – Cllr Lawson

‘That further investigations are made of Compromise Option 3 viz. 2 hours free parking on all Town Council Car Parks with the exception of the Town Hall Car Park, to be subject to a £1.00 fee payable on arrival for up to a maximum stay of 2 hours. The Hollies Car Parks to be subject to a maximum stay of 4 hours’.

For – 12

Against – 1

Abstention – 2

3202. To receive proposition from the Finance Committee

Proposed – Cllr Stacey

Seconded – Cllr Lawson

‘That the Finance Committee recommends to Full Council that the revised Annex E be approved’

This will be left on the table for debate at the Full Council meeting of 11th October, 2016

3203. To receive update from Neighbourhood Plan Sub Committee

Quotes had been received to progress the Neighbourhood Plan into an acceptable format for further consultation.

Proposed – Cllr Starreveld

Seconded – Cllr Groom

‘That LCPAS will be contracted to draft a consultation document for the Neighbourhood Plan’

All in favour

It was asked if within the plan it could be noted that Downham Market is a ‘Dementia Friendly Town’

3204. To receive report on the Downham Market Festival

There was no report for this meeting.

3205. To receive report on the Joint Burial Board

There was no report for this meeting.

3206. To receive report on the Twinning Club

The next twinning visit to Civray is the 30th September – 3rd October and the Mosaic will be presented to the town of Civray to commemorate the 40th Anniversary.

The October social event is an evening at Strikes (ten pin bowling), the cost is £14.95 which includes a drink and a meal. Future event is wine tasting in the Town Hall.

3207. To receive report on the Jubilee Community Centre

There was nothing to report to this meeting.

3208. Update on future events

Stone Cross Memorial – 25th September

Chinese Moon Festival – 1st October

Community Fair – 8th October

Halloween – 28th October

Wedding Fayre – 30th October

Craft Fair – 26th & 27th November

Christmas Light Switch on – 27th November

3209. To receive verbal report from the Human Resources Committee

Cllr Judge advised that Mr Allan Gatward had been appointed as Operations and Maintenance Supervisor and will start work on Monday 26th September, 2016.

Trevor Goodrum will be retiring as from the 2nd October, 2016 and the Council wanted to express their sincere thanks for his dedication and hard work at the Town Hall over the last 30 years.

3210. To discuss any urgent items as agreed by the Mayor.

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

3211. Mayor's Announcements

The Mayor gave a detailed report of events she had attended over the last two months.

3212. To receive confidential Human Resources Report

There was no confidential report for this meeting.

The Mayor thanked everyone for attending and closed the meeting at 8:52pm.

Chairman

Date