

DOWNHAM MARKET TOWN COUNCIL MEETING
MINUTES OF MEETING HELD TUESDAY 09th JANUARY, 2018 AT 7:00PM

Present:	The Mayor	Cllr F E Daymond
	The Deputy Mayor	Cllr Mrs Y A Thompson
	Councillors	J K Fox
		R Hayes
		R A C Hepworth
		D Lawson
		R A Pegg
		A Pickering
		M Ross
		D J Sharman
		A D Stacey
		M D Starreveld
	Town Clerk	Mrs J M Markwell
	Deputy Town Clerk	Mr R A Davidson
	Public	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.

The Mayor Cllr F Daymond opened the meeting asking that those present join him in a one minute silence to the memory of Mrs Carole Edwards, former Senior Administrator, following her sad passing on 24th December 2017.

3509. To receive Members' Apologies for Absence

Apologies for absence had been received from Cllrs' J Doyle (ill-health), J Groom (family ill-health), B Hobbs (holiday), R Horne (holiday), C Pyatt (family), J Reed (unwell), R Turner (bereavement) and County Cllr White. The apologies were accepted.

Cllr J Lofthouse did not attend the meeting.

3510. To receive Members' Declarations of Interest

There were no such declarations.

3511. To approve the minutes of the Town Council meeting held on Tuesday 14th November 2017 (pages 5891 – 5895)

The minutes of the Town Council meeting held on Tuesday 14th November 2017 (pages 5891 – 5895), were approved.

Adjourn meeting for public participation and reports

The Mayor, Cllr Daymond, adjourned the meeting.

Police Representative

There was no Police attendance nor Police report.

County Councillor report

Prior apologies had been received from County Cllr White.

Borough Councillor report

There was no Borough Councillor in attendance nor report.

Public Participation

Mr M Howland, made the following observations from a Borough Councillor's perspective although in attendance as a member of the public:

- 'never seen so few Town Councillors in attendance at a meeting of the Town Council'
- Ward members did support the Town Council's position in refusing Denver Hill/Nightingale Lane planning application
- Members may be aware from the recent press of two Ward Members being dumped by the Conservative Party following accusations of bullying; BCKLWN take the issue very seriously

Following these representations, the Mayor Cllr Daymond resumed the meeting.

3512. To receive correspondence

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

The Mayor Cllr Daymond brought members' attention to a letter of thanks received from the Festival Committee following the Town Council's grant.

3513. To receive Councillors' Questions

Cllr Sharman

Q: Could I please encourage all Chairs of Committees to attend the Chairs Meeting.

A: This did not require a response

Cllr Lawson

Q: I would like to thank the Mayor Cllr Daymond for attending the recent BC Planning meeting and ask it to be formally recorded.

A: This did not require a response

Cllr Starreveld

Q: I am concerned that in respect of the Chairs meeting no minutes/records/agendas are kept and I would ask it to be added to the agenda as an item for discussion at the next Full Council meeting.

A: This will be added to the agenda.

3514. To adopt the Standing Committee Minutes of:

Community Development Committee

Proposed – Cllr Ross

Seconded – Cllr Pickering

'That the minutes of the Community Development Committee meetings of Wednesday 1st November (pages 5883 – 5885) and Wednesday 6th December 2017– as approved, are adopted'

All in favour

3517. To discuss and agree recommendation from the Finance and General Purposes Committee for the precept for the financial year 2018/2019

The Chairman of the Finance and General Purposes Committee, the Deputy Mayor Cllr Mrs Thompson gave a report (Appendix 2).

In discussion it was confirmed that the recommended 5% increase on a Band D property amounted to an increase of £4.44 per annum.

Clarification was also sought that the General Reserves, which at October 2017 stood at £229,728.00, was where they should be. This was confirmed.

Proposed – The Deputy Mayor Cllr Mrs Thompson Seconded – Cllr Pickering

‘That Downham Market Town Council agrees the Finance and General Purposes Committee recommendation that the precept request for 2018/2019 is £339,897.93 plus the grant of £7689.00. This equates to a 5% increase’

All in favour

3518. To discuss meeting with Rt Hon Elizabeth Truss MP on Friday 5th January 2018

The Deputy Mayor Cllr Mrs Thompson gave an update on the meeting, assisted by other councillors.

3519. To discuss Town Council Project Priorities

Cllr Starreveld once again recapped upon the 31st October Project Priorities Workshop, explaining there was a lot of commonality across the committees and that he believed a single all-encompassing study was required which would develop and deliver both a vision and strategic plan. This, he held, would act as a catalyst for change, be attractive to investors and should be developed with both Borough and County Council. Now that the next financial year budget was set he would advocate that three/four thousand pounds per year for the following two budget cycles be set aside to fund such a study and that Borough and County Council be lobbied for match funding. He emphasised that funding was not needed all at once and this should not derail any immediate progress. He argued that identifying funding was key to the town’s future well-being.

Once again, due to member absences, it was agreed to postpone further discussion until the next meeting.

3520. To receive report from the Neighbourhood Plan Sub-Committee

Due to the absence of the Chairman Cllr Hobbs, the Clerk advised there was a need to arrange the next meeting and that there were two more conversations to be held with potential consultants.

3521. To receive update from the Section 106 Monies Sub-Committee

The Clerk reminded members that at the last meeting the Chairman Cllr Hobbs had advised the Sub-Committee to be disbanded. The formal letter to BCKLWN had been sent but as yet no reply had been received.

3522. To receive report on the Downham Market Festival

Cllr Pickering reported that matters were progressing satisfactorily.

3523. To receive report on the Downham Market and Downham West Joint Burial Board

There was no report.

3524. To receive report on the Twinning Club

Cllr Ross reported that the dates of the 2018 visit to Civray were 29th July – 05th August and advised details of the next three meetings.

3525. To receive report on the Jubilee Community Centre

Cllr Sharman advised members that there were no new developments to bring to the attention of Council.

3526. Update on future events

The Mayor Cllr Daymond advised of the year's known forthcoming events and in particular:

- Friday 16th February – Chinese New Year celebrations on the Town Square
- Friday 16th March – St Winnold's Parade and Breakfast

3527. To receive verbal report from the Human Resources Committee

The Chairman Cllr Hayes advised members that the 30 hours (negotiable) per week General Maintenance Officer post would be shortly advertised.

Councillors were also warmly encouraged to attend the funeral of Mrs Carole Edwards to be held on Thursday 11th January 2018.

3528. To discuss any urgent items as agreed by the Mayor.

The Mayor Cllr Daymond advised members of the outcome of the previous day's Borough Council Planning meeting and that both Downham Market Ward Members had voted against the Nightingale Lane application.

3529. Mayor's Announcements

There were no such announcements.

3530. To receive confidential report from the Human Resources Committee

There was no such confidential report.

The Mayor thanked everyone for attending and closed the meeting at 7:55pm.

Chairman

Date