

DOWNHAM MARKET TOWN COUNCIL MEETING

MINUTES OF MEETING HELD TUESDAY 10th SEPTEMBER 2013 AT 7.00PM

Present:	The Mayor	Cllr D J Sharman
	The Deputy Mayor	Cllr J W Doyle
	Councillors	Cllr Mrs P D Damper
		F E Daymond
		M P Ford
		J K Fox
		J Groom
		M Howland
		R L Judge
		P W Neate
		Mrs S M Nunn
		R A Pegg
		J J Reed
		M C Ross
		Mrs P B Sharp
		M D Starreveld
		D P Sutton
	County Councillor	Cllr A White
	Borough Councillor	Cllr A M Lovett
	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 the meeting was being recorded for the benefit of those taking the minutes.

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.

2457. To receive Members' Apologies for Absence

Apologies for absence had been received from Cllrs Mrs V I Botham (Holiday), C Pyatt and A D Stacey (both Family commitment), and Borough Councillor Mrs K Mellish (Borough Council meeting).

The apologies were accepted.

2458. To receive Members' Declarations of Interest

There were no declarations of interest

2459. To approve the minutes of the Town Council meeting held on Tuesday 9th July 2013

The minutes of the Town Council meeting held on Tuesday 9th July 2013 were approved.

2460. Adjourn meeting for public participation and reports

The Mayor, Cllr D J Sharman, adjourned the meeting.
There was no Police report.

County Councillor report

Norfolk County Councillor White reported that due to complaints regarding freshwater/foul water flooding on Bridge Street he had arranged for a site visit with Norfolk County Council Highways representatives for tomorrow (Wednesday 11th September) to which he extended an invitation for any councillor to accompany him.

County Cllr White also offered an explanation as to improvement works taking place on the A1122 Bridge Road, Downham West whilst acknowledging it was not within the township.

Borough Councillor report

Borough Councillor A M Lovett had nothing to report.

Public Participation

No members of the public were present and no councillors wished to address the council as members of the public.

The Mayor, Cllr D J Sharman, resumed the meeting.

2461. To receive correspondence

A list of correspondence had been circulated (Appendix 1)
There were no questions.

2462. To receive Councillors' Questions

Q. Cllr M Howland asked County Councillor White for an update on changing the pedestrian crossing in Priory Road.

A. County Councillor White replied the belisha beacons were once again working and he was awaiting an update from county engineers.

Q. The Deputy Mayor, Cllr J W Doyle, requested that the pavement on Priory Road between St Winnold's Close and the Library be widened to aid pedestrians.

A. County Councillor White will discuss with Highways and update members.

Q. Cllr J K Fox commented that the problem associated with freshwater/foul water flooding on Bridge Street may be the reason for the smell issue at the Town Hall.

2463. To adopt the Standing Committee Minutes

Finance Committee

Proposed – Cllr M P Ford

Seconded – Cllr P W Neate

'That the minutes of the Finance Committee meetings of Tuesday 25th June, 2013 (pages 4302-4305) and Tuesday 23rd July, 2013 (pages 4332-4336) be approved'

All in favour

Town Hall Committee

Proposed – Cllr R A Pegg

Seconded – Cllr M Howland

‘That the minutes of the Town Hall Committee meetings of Wednesday 26th June, 2013 (pages 4306-4310) and Wednesday 24th July, 2013 (pages 4337-4340) be approved’

All in favour

Property Committee

Proposed – Cllr J K Fox

Seconded – Cllr R L Judge

‘That the minutes of the Property Committee meetings of Tuesday 18th June, 2013 (pages 4292-4298) and Tuesday 16th July, 2013 (pages 4323-4328) be approved’

All in favour

Community Development Committee

Proposed – Cllr J Groom

Seconded – Cllr M C Ross

‘That the minutes of the Community Development meeting of Wednesday 5th June, 2013 (pages 4280-4283) be approved’

All in favour

Planning & Environmental Committee

Proposed – Cllr F E Daymond

Seconded – Cllr J Groom

‘That the minutes of the Planning & Environmental Committee meetings of Tuesday 4th June, 2013 (pages 4275-4279), Wednesday 19th June, 2013 (pages 4299-4301), Tuesday 2nd July, 2013 (pages 4311-4316), Wednesday 17th July, 2013 (pages 4329-4331) and Tuesday 6th August, 2013 (pages 4343-4348) be approved’

All in favour

2464. To receive the Clerk’s report

There was no Clerk’s report.

2465. To receive report from the Town Hall Committee regarding the Platform Lift

Cllr M D Starreveld advised members that the works had commenced the previous day. Cllr R A Pegg asked for it to be recorded in the minutes his appreciation for all that Cllr Starreveld had done to manage this project, assisted by Cllr F E Daymond.

2466. To receive report from the Community Recycling working party

Cllr Mrs S M Nunn advised members there was nothing to report at this time.

2467. To receive report on the Downham Market Festival

Cllr F E Daymond advised members that next year's Festival would revolve around the theme of 'Carnival' but currently there was nothing further to report.

2468. To receive report on the Joint Burial Committee

Cllr J K Fox advised members there was no report other than the next meeting was scheduled for 1st October 2013.

2469. To receive report on the Twinning Club

Cllr M C Ross gave her report firstly thanking the Town Council staff for their enthusiastic arrangements for the Civic Reception and those councillors for attending. The exchange visit had been most successful with a wide range of activities and excursions enjoyed. Cllr Ross advised members it cost in the region of £5000 which was self-funded.

2470. To receive update on future Town events

The Deputy Mayor, Cllr J W Doyle, gave a report (Appendix 2). It was suggested that the Councillors Bi weekly calendar could contain details of Town events.

2471. To receive verbal report from the Human Resources Committee

There was no report.

2472. To discuss any urgent items as agreed by the Mayor

No such items had been agreed.

2473. Mayor's Announcements

The Mayor, Cllr D J Sharman, advised members that following the Anglia In Bloom 2013 Awards held earlier in the day at St Albans, Downham Market had been awarded a Silver Gilt overall with the Sovereign Centre's Worldwide Garden receiving the accolade of Best Community Project Award. The Mayor announced that The Mayor At Home engagement would be held in the Town Hall on Friday 7th February 2014 and a provisional date, awaiting confirmation, for the Mayor's Civic Service would be Sunday 6th April 2014. The Mayor extended a warm invitation for all to the Stonecross Annual Service of Remembrance to be held on Wednesday 25th September 2013 at 3:30pm.

2474. To receive confidential report from the Human Resources Committee

Within confidentiality a report was received from Cllr M P Ford, Chairman of the Human Resources Committee.

Proposed – The Mayor, Cllr D J Sharman

Seconded – Cllr J Groom

'To invoke Standing Order 6a, that in the view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the public and/or the press be temporarily excluded and they are instructed to withdraw.'

All in favour

The meeting came out of confidentiality.

The Mayor thanked everyone for attending and closed the meeting at 7:40pm.

Chairman

Date