

DOWNHAM MARKET TOWN COUNCIL MEETING

MINUTES OF MEETING HELD TUESDAY 10TH APRIL 2012 AT 7.00PM

Present:	The Mayor	Cllr V F Starling
	The Deputy Mayor	Cllr R A Pegg
	Councillors	Mrs V I Botham
		F E Daymond
		J W Doyle
		M P Ford
		J K Fox
		J Groom
		Mrs R L Judge
		Mrs K A Mellish
		P W Neate
		Mrs S M Nunn
		C Pyatt
		J J Reed
		M C Ross
		D J Sharman
		Mrs P B Sharp
		A D Stacey
		M D Starreveld
	Town Clerk	Mrs J M Markwell
	Police Representative	Inspector M Bates
	Deputy Clerk	Mrs S D Porter
	Minute Secretary	Mr S W Nunn
	Member of the Press	Mrs R Bodle
	Members of 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 the meeting was being recorded for the benefit of the Minute Secretary

2144. To receive Members' Apologies for Absence

No apologies for absence had been received.
Cllr S C Teverson did not attend the meeting.

2145. To receive Members' Declarations of Interest

Declarations of interest had been received from the Deputy Mayor, Cllr Pegg, Cllrs Ross and Mrs Sharp in item 2151 payment of bills (i) Town Council. Cllr Mrs Mellish declared a personal interest in item 2155 to discuss future education needs in Downham Market.

2146. To approve the minutes

The minutes of the meeting held on Tuesday 13th March 2012 (pages 3823-3828) were approved and signed as a true and accurate record.

Adjourn meeting for public participation and reports

The Mayor, Cllr Starling, adjourned the meeting.

Police Representative

Inspector Bates reported on the last two months crime figures. There were no particular trends occurring, but there had been three domestic burglaries and the Masonic Hall had been broken into. Two cars and one motorcycle had been stolen and a catalytic converter had been taken from a 4x4 vehicle.

Damage wise, Peacocks window had been smashed and there has been a small amount of graffiti.

There had been a 'drive off' offence at the Stone Cross service station and turf had been stolen from a local building site.

Shoplifting is becoming a bigger problem; restorative justice (where children are reported to their parents) had been used in some cases, and is proving to be very effective.

Purse thefts from older residents are still happening.

Anti social behaviour problems are down.

Vehicles speeding in London Road are considered a problem and Police are to have a crack down on offenders.

Questions:

It was asked whether the General Duties Officers were allowed to physically remove individuals causing problems in the Town Hall. Inspector Bates replied that they could use reasonable force. Are officers patrolling the Howdale Community Centre area, Inspector Bates said this was a regular patrol area.

At the recent SNAP meeting, the subject of cans of Nitrous Oxide was aired and it was reported that this substance is not illegal to possess; Inspector Bates confirmed that this was the case

County Councillor

County Councillor Mrs S Hutson was not present.

Borough Councillors

Borough Councillor Mrs Mellish reported that it was quiet on her ward. The new roundabout in Railway Road had been installed and seemed to be working. Path widening at the railway station is to go ahead.

There had been two objections to the sale of land in Church Road, including one from the Town Council.

Public Participation

No members of the public or Councillors wished to address the meeting at this time.

The Mayor, Cllr Starling, resumed the meeting.

2147. To receive Correspondence

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

There were no questions,

2148. To receive Councillors' Questions

Q. Cllr Neate stated that the new Howdale/Jubilee Road sign should be erected before the Jubilee celebrations begin.

A. The sign will be erected as soon as the name change has been ratified.

Q. Cllr Mrs Mellish suggested that one of the Howdale Community Centre meetings could be held at the Centre.

A. This could be the July Meeting.

Q. Cllr Groom made Councillors aware that it was still likely that the railway station would become unmanned in the not too distant future. She suggested the Town Council should register its disquiet. The signal box was also likely to be unmanned.

A. It was decided to write a letter expressing the Town Council's reservations on this subject. **Clerk**

Q. Cllr Fox asked if the story of the Howdale Community Centre could be forwarded to him for publishing on the Council's website.

2149. To Adopt the Standing Committee Minutes

Planning and Environmental Committee

Proposed – Cllr Daymond

Seconded - Cllr Starreveld

'That the minutes of the Planning and Environmental Committee meetings of Wednesday, 7th March 2012 (pages 3820–3822) and Wednesday 21st March 2012 (pages 3837-3839) be adopted'

All in favour

Town Hall Committee

It was noted that these minutes had not been approved at a Town Hall Committee Meeting and it was decided that in future all Standing Committee minutes would be approved at a Committee meeting before being adopted by Full Council

2150. To receive the Clerk's Report

The Clerk had nothing to report at this time.

2151. To approve the Payment of Bills

A list of bills had been circulated (Appendix 2).

i. Town Council

Cllrs Pegg, Ross and Mrs Sharp had declared an interest in this item.

Proposed – Cllr Pyatt Seconded – Cllr Doyle

‘That the Town Council bills be paid as per the attached list.’

For 16 Against 0 Abstentions 3

ii. Town Hall

Proposed - Cllr Fox Seconded – Cllr Stacey

‘That the Town Hall bills be paid as per the attached list.’

All in favour

iii. Howdale Community Centre

Proposed – Cllr Doyle Seconded – Cllr Groom

‘That the Howdale Community Centre bills be paid as per the attached list.’

All in favour

2152. Downham Market Festival

There was nothing to report at present, there is a meeting on Thursday.

2153. To discuss incorporating the Town Council Policies within Councillors Standing Orders folder

It was reported that Standing Orders are being worked upon and it was being considered whether the Council’s policies should be included in Standing Orders. This would mean that policies would become part of Standing Orders. A straw poll was conducted and members were in favour of this happening.

2154. Newsletters

With the next edition due in June and an annual report due at around the same time it was suggested that both items could be combined in an A5 size document. Distribution would be via the Citizen although it was regretted that this publication does not reach all Town residents. All reports, including updated Annual Town Meeting reports to Cllr Fox by mid May please.

2155. To discuss future education needs within Downham Market

Cllr Mrs Mellish had declared a personal interest in this item.

This item was being checked out by County Councillor Mrs Hutson who is not here this evening, the Clerk will speak to Mrs Hutson

Clerk

2156. To receive report from the subcommittee for taking forward the recommendation from the Full Audit

A report had been circulated (Appendix 3).

The subcommittee is to continue for another year.

Cllr Mrs Mellish suggested that with regard to training, evaluation sheets should be completed by those attending training sessions so that feedback can be received.

2157. To discuss a future 'Press Policy'

The first meeting will be held next Tuesday.

2158. To receive report on the Joint Burial Board

There was nothing to report.

2159. To receive report on the Old Fire Station Building

Cllr Fox reported that a letter has gone from the Council's solicitor to the Heritage Society for their consideration.

2160. To discuss matters arising from the Town Meeting Thursday 29th March 2012

a. Bus Stop – Proposition made at the Annual Town Meeting

Proposed – Cllr Pyatt

Seconded – Cllr Starreveld

'That the Norfolk County Council be approached to remove the bus stop in Bridge Street.'

For 24

Against 4

A full discussion took place and points made included:

- Many complaints about the new site of the bus stop had been received by Councillors.
- All proper consultations had been carried out and the Norfolk County Council had spent a large sum moving the bus stop.
- Twenty eight votes at the Annual Town Meeting is not representative of the Town.
- There is plenty of car parking in Town, leave the bus stop where it is.
- Lots of people are being inconvenienced by the bus stop, with so many people queuing.
- Consult the Norfolk County Council to enquire whether a risk assessment had been carried out.
- It was suggested writing to the Norfolk County Council, informing them of the decision made at the Annual Town Meeting, include Health and Safety in the discussion.
- The Shop near the bus stop is keeping a log of any incidents.
- The actual bus stop has still not been moved, which is confusing people, the situation is a shambles.
- The Annual Meeting was poorly attended but it is important to follow up concerns of those at the meeting.

- It was suggested to invite a representative of the Norfolk County Council to a meeting to check out the situation, perhaps include the Borough Council as well. A straw poll showed a majority in favour of this solution after Norfolk County Council had responded to The Town Council's letter being sent.
- The Town Council will write to the Norfolk County Council, informing them of the views expressed at the Annual Town Meeting and to include possible Health and Safety issues.

b. Grit Bins

This item is to be passed to the Property Committee for discussion.

2161. To discuss email from Norfolk County Council concerning amended plans from Cory Wheelabrator (all members have been forwarded the email link)

It was asked if members wished to add any new comments to those already expressed or to leave the previously made comments as they are. It was decided to not make any changes.

2162. To discuss apologies for meetings and the non-attendance of members at meetings

A report, showing Councillor attendances at meetings had been circulated. (Appendix 4)

A report for information from Charles Arnold-Baker had been circulated (Appendix 5)

Cllr Mrs Judge wished to have her apologies noted for the July 2011 Full Council meeting.

It was suggested that repeated non-attendance at meetings should be censured.

It was reported that the situation at the Borough Council is similar, with allowance being made for periods of illness.

Non attendance and apology giving at meetings are being considered by the Standing Orders working party.

2163. To receive report from the Human Resources Committee.

There was no report at present.

2164. To discuss any urgent items as agreed by the Mayor

The End of year accounts will be being produced shortly, please allow the Clerks time to complete this procedure.

The Mayor Cllr Starling thanked all those who attended the Annual Town Meeting.

The Mayor, Cllr Starling made members aware of the Downham games which are happening on May 27th, would members like to enter? (Poster, appendix 6)

The Olympic flag raising ceremony went well on Saturday, it was suggested that a letter of thanks went to those students involved.

Cllr Pyatt reported that there were still opportunities to run with the actual 2012 Olympic flag.

2165. Mayor's Announcements

A list of Mayoral visits for March 2012 had been circulated (Appendix 7)

Proposed – The Mayor Cllr Starling Seconded – Cllr Sharp

‘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 member of public and press correspondent left the Council Chamber.

The Mayor resumed the meeting

2166. To receive report from the Human Resources Committee.

(See confidential report)

Proposed – Cllr Doyle Seconded – Cllr Sharman

‘That Staff Salaries for the Council year 2012/2013 be paid as per the circulated schedule.

All in Favour.

The Mayor thanked everyone for attending and closed the meeting at 8.27pm.

Chairman

Date