## DOWNHAM MARKET TOWN COUNCIL

## MINUTES OF EXTRAORDINARY FULL COUNCIL MEETING HELD

## Thursday 02 May 2024 at 7.00pm at the Town Council Office,

## 15 Paradise Road, Downham Market, Norfolk PE38 9HS

	Present	
	Mayor / Chair – Cllr Doyle	
	Cllrs Daymond, Hobbs, Lane, Leach, Leivers, Lewis, Perkin, J Pyatt, Sharman & Wiles (11)	
	Town Clerk – Claire Dornan Deputy Clerk – Tina Griffin	
	County Councillor White Borough Councillors Osborne & Ratcliffe	
	5 Members of the Public were present	
Notes	The meeting scheduled on Tuesday 23 April 2024 had been cancelled as the Town Clerk was in hospital.	
	The Mayor advised attendees of the evacuation procedures and asked that all mobile telephones were switched off.	!S
	A minute silence was held in memory of Mrs Margaret Walshe, the Council's first female Mayor, who recently passed away.	
Number	Item	
001	To receive Members' Apologies for Absence	
	Apologies were received from:	
	Cllr Brewer – Ill Health	
	Cllr Jordan – Work	
	Cllr B Moyses – Work	
	Cllr S Moyses – Work	
	Cllr C Pyatt – Personal Commitment	
	Cllr Westrop – Personal Commitment	
	It was noted that Ali Buxton, Anna Incorvaia and Eve Tawfick had resigned from the Council.	

002	To receive Members' Declarations of Interest
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	There were no declarations of interest made by Councillors.
003	Public participation – 15 minutes allowed
	No member of the public requested to speak
004	To approve the minutes of the previous meeting of the Full Council on 19 March 2024
	Proposed Cllr Lane Seconder Cllr Daymond
	'To approve the minutes of the Full Council meeting held on 19 March 2024.'
	10 in Favour
	1 Abstention – Cllr J Pyatt who had not received the minutes
005	To receive recommendation from Property Committee and agree action:
	<u>'That Downham Market Town Council investigate the sale of the land and building</u>
	known as Paradise Garage, Paradise Road, Downham Market, Norfolk PE38 9HS to
	the current leaseholder.'
	Mr Ford (Snr), Director of Paradise Garage DM Ltd, spoke with the approval of The Mayor.
	Mr Ford advised that the directors had made a huge investment in the garage, including replacing the roof, installing EV charging points and revamping the reception. The directors would like to continue investing in the business but require the confidence of ownership to do this.
	Proposed Cllr Daymond Seconder Cllr Sharman
	'To authorise the Town Clerk to arrange a valuation of Paradise Garage which is to be completed by the agent Landles, at a cost of £1,500 + VAT, and allow the Town Clerk to negotiate with Paradise Garage DM Ltd in order to bring the offer to Council in order for members to make a decision on whether to sell to the leaseholder.'
	10 in Favour
	1 Against – Cllr Perkin

006	To consider offers received in connection with the sale of the Town Council Offices
000	15 Paradise Rd Downham Market PE38 9HS and agree actions.
	The Town Clerk had forward the offers ahead of the meeting. To maintain
	confidentiality, the offers were named Buyer A & B.
	Buyer A – Cash Buyer / Offer £275,000 / Evidence of funds seen by agent
	Buyer B – Cash Buyer / Offer £275,000 / Evidence of funds seen by agent
	Proposed Cllr Leach Seconder Cllr Leivers
	'To accept the offer made by Buyer B as this will give greater protection to an existing asset of the Town Council.'
	All in Favour
007	To receive a copy of the contract from ABZAG Ltd relating to completing the work on
	the Neighbourhood Plan and agree action
	Cllrs were concerned about the open nature of the contract and the ability for
	expenses to be claimed. Cllrs had wanted the comfort of a fixed fee contract.
	Members were concerned that although the Town Council would need to approve any
	expenses, members had previously been put in a position with other contractor
	where they were given no option but to approve the request as the contractor
	refused to complete the role otherwise.
	ABZAG Ltd had confirmed that this contract is their standard contract.
	Proposed Cllr Leivers Seconder Cllr Lane
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	'That the Town Clerk be instructed not to sign the ABZAG Ltd contract and withdraw
	from completing the Neighbourhood Plan due to the unknown expense associated
	with the document completion.'
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	10 in Favour
	1 Abstention – Cllr Hobbs
008	To receive Councillor Questions
	There were no questions received.

009	To submit items for next agenda
	There were no items put forward.
010	To confirm the date of the next two meetings:
	Annual Town Council Meeting including Mayor Making – Tuesday 07 May 2024
	<u>Full Council – Tuesday 14 May 2024</u>
	The meeting dates were confirmed. It was agreed that each meeting would be held at
	7pm in the Town Hall.
	Meeting closed: 7:15pm
	SIGNED
	DATE