



Minutes of the **Meeting of the Town Council** held on Monday 11th April 2022
at 7.00pm in
The Town Hall, High Street, Stalham.

Present: Cllrs; K Bayes (Chair) R Hood, M Lilley, M McGeary, S Toone, M Taylor, M Willoughby.

1 Minutes.

The Full Council minutes dated 14th March 2022 were AGREED as a true and correct record. PROPOSED Cllr Hood, seconded Cllr McGeary.

2 Apologies.

Cllr C Gelinas, Cllr P Hanton - illness. Cllr M Green – family commitment.

3 Declarations of Interest.

None.

4 Updates on matters not elsewhere on the agenda

- 4.1 Tree planting – Trees repositioned, hedgework completed. Target Trees have been asked to erect fencing on a temporary basis.
- 4.2 Land registration –Town Hall, Burial Ground and Millside awaiting submission to Land Registry.
- 4.3 Cycle racks – Installation at Poppy Centre now with designer. Picnic Area – map requested.
- 4.4 Annual Streetlight inspection works – Cllr Hanton attended straightening. Update – next meeting.
- 4.5 Update for Rialtus package to include charity accounts. In hand for 2022/23.
- 4.6 Wrought Iron Gate – Campingfield Lane closed Churchyard. Due shortly
- 4.7 Gates for closed Churchyard. Due shortly
- 4.8 Community Payback – awaiting risk assessment.
- 4.9 Numbering of plots in burial ground – remains outstanding.
- 4.10 Wall Plaque for Town Hall – in hand. Second visit to Archive centre necessary.
- 4.11 Registration of Public Right of Way – evidence forms distributed, 7 received back to Council. Without additional evidence forms this will not be possible. Councillors to hand out to those walking across.
- 4.12 Additional SAM2 site. In hand.
- 4.13 Defibrillator has been ordered. The price is higher than originally anticipated – Clerk investigating.
- 4.14 Ivy on BT Trees adjacent closed Cemetery Campingfield Lane/Brumstead Road. This has now been removed.

5 Public Participation and Reports.

- 5.1 County Councillor Nigel Dixon had nothing significant to report from Norfolk County Council.
- 5.2 District Councillors: Pauline Grove-Jones reported that the Nutrient Neutrality requirement had caused a halt to the planning permission for the land of Yarmouth Road. Currently Medcentres did not want to meet with NNDC officers to discuss their obligations.
Matthew Taylor gave a timeline of the application for the land North of Yarmouth Road

– The Nutrient Neutrality requirement was issued one day before the planning committee meeting and members had not been advised of the new rule.

5.3 Members of the Public.

6 Town Planning.

- 6.1 To consider consultee response to applications received from North Norfolk District Council and the Broads Authority.
- 6.1.1 PF/22/0794 – The Hollies, Yarmouth Road, Stalham, NR12 9PS. Alterations to attached garage & first floor extension to form annexe. No comment.
- 6.2 To receive notification of Planning decisions taken by North Norfolk District Council and the Broads Authority received before the meeting.
- 6.2.1 BA/2022/0027/FUL – Hunsett Mill, Chapel Field, Chapel Field Road, Stalham. Upgrade existing drainage system. APPROVED. Noted.
- 6.3 Neighbourhood Plan – Questionnaire has been circulated and a good response has been achieved.
- 6.4 S106 meeting with NNDC officers – feedback from meeting. Cllr Bayes reported that an informative meeting has taken place. The land north of Yarmouth Road has a draft agreement in place which has not yet been formalised which involves a sum to Norfolk County Council for County wide tourism and the provision of ‘local dog bins’. The Town Hall installation of broadband and telephone can go ahead.
- 6.5 PF/21/1532 – Extra care development of 61 independent 1 and 2 bedroomed flats and also PF/21/2021 – A new residential development of 40 affordable houses. Cllr M Taylor had referred to this in his District Councillor report. Currently the development is on hold whilst discussions are held.
- 6.6 Wednesday 20th April 7pm meeting Poppy Centre – with Nicky Debbage, NNDC Officer, Housing Strategy and Delivery Manager. NDP and Councillors invited. Please advise Clerk of any questions in advance. Noted
- 6.7 Tuesday 12th April – visit to Stalham scheduled for Members from North Norfolk District Council. Cllrs Bayes, Green and Taylor. Noted.

7 Correspondence and Communications.

Email	NNDC	NNDC Off street parking and civil enforcement order 2022	Noted
Email	NNDC	Seeking views on public toilets	Clerk to respond.

8 Amenities Matters.

- 8.1 Allotments – Currently only No. 1 available (provisionally booked awaiting clearance).
- 8.2 All allotment payments now received.
- 8.3 Main churchyard footway – no response from PCC.
- 8.4 Picnic bench for Staithe area – There will be additional cost as the bench covers a larger area than anticipated – and an access path needs installing. It was RESOLVED that these works be undertaken. Proposed Cllr Toone, seconded Cllr Taylor.

9 Financial.

- 9.1 Payments as presented were AGREED.
- 9.2 NOTED that the updating of signatories remains ongoing with the Natwest account.
- 9.3 NOTED that the financial end of year was 31st March. End of year process being followed.
- 9.4 It was RESOLVED to accept the quotation for Pest Control at Recreation Ground of £670.00. PROPOSED Cllr Hood, seconded Cllr Lilley.

10 Administrative Matters.

- 10.1 Crest/Coat of Arms and consider actions. Cllr R Hood reported that to have an Coat of

Arms designed by the College of Arms would incur a fee of £8,400.00. It was AGREED to design in house the badge to go onto ribbons. Cllrs Hood, Taylor and Lolly Dawson to draft a design.

- 10.2 Living Memorial at the Recreation Ground. Update. Cllr M Green. Next Meeting.
- 10.3 Newsletter – It was AGREED this would be a four-page document initially. Councillors to send through a short report on each project for inclusion. This to be distributed in May to allow Jubilee event to be included. Councillors will deliver. RESOLVED to accept the printing quotation of £199.00 for 1,600 copies. PROPOSED Cllr Bayes, seconded Cllr Lilley. It was further RESOLVED that the Council move to Microsoft 365 membership to provide publisher. This at a cost of £140.00/annum. PROPOSED Cllr Toone, seconded Cllr Hood.
- 10.4 Sunflower competition leaflets were discussed and edited ready for distribution.
- 10.5 It was RESOLVED to accept the quotation from S Jackman offer an annual support for the Town Council website at a cost of £180.00. The site currently does not work on mobile devices correctly. PROPOSED Cllr Bayes, seconded Cllr Hood.
- 10.6 Resilience Plan – the meeting considered drafting an Emergency Resilience Plan for Stalham and AGREED this should be done. Cllr Hood/Clerk to action.

11 Market Towns Initiative.

- 11.1 Disability Ramps: Update. Cllr M McGeary and an occupational therapist visited all premises. None of the ramps were suitable. Two premises are suitable for ramps to be provided (Boots and Eden) – Cllr McGeary to notify clerk of ramps needed following OT inspection. Clerk is unable to return ramps due to length of time they have been with the Council. Letters to be sent to those premises no longer able to be provided with a ramp.
- 11.2 Backpacks: Update. Cllr P Hanton Next meeting.

12 Stalham Charities.

- 12.1 Meeting to be called with Trustees. 23rd May 2022 at 7pm, Poppy Centre.

13 Town Hall.

- 13.1 Internet/Phone Installation. S106 funding application approved by NNDC.
- 13.2 Projection options have been sent to Lolly Dawson re: Jubilee Beacon Lighting onto the Town Hall.
- 13.3 Heating – additional heating quotation awaited.

14 Jubilee.

- 14.1 To confirm that the temporary events licence has been granted.
- 14.2 To note that two grant applications have been refused – another has been submitted.
- 14.3 The band for Saturday evening – Catch 22 have been booked.

15 Business Matters.

- 15.1 To receive an update on the Stalham Strategy. Cllr R Hood reported that this is progressing well and shared initial documents with the meeting.
- 15.2 To receive an update on the Chamber of Commerce. Cllr M Taylor reported that the first planning meeting is scheduled on the 26th April 2022.
- 15.3 The Stalham Town Market – Saturday 26th July 2022. Suggestions included a fresh fish stall – Stalham Staithe surgery to be approached to see if the car park could be utilized as The Swan car park is only available to 12.30pm.

16 Falklands Memorial Day – Saturday 21st May.

To receive an update – Cllr M Green. Next meeting. Clerk confirmed that the road closure was due to be applied for.



17 Matters for reporting or Future Agendas.

17.1 Terms of reference and membership of all committees. May meeting.

18 Dates of next meetings:

Business Forum – Tuesday 12th April at 7pm – ZOOM.

Stalham Annual TOWN Meeting – Tuesday 19th April at 7pm – Poppy Centre.

SNAP Meeting – Thursday 21st at 6.30pm – Town Hall.

Neighbourhood Development Plan – Poppy Centre – Thursday 21st April at 7pm Poppy Centre

Amenities Committee – Monday 25th April, 7pm – Poppy Centre.

Chamber of Commerce – Tuesday 26th April 7pm – ZOOM

Stalham Town Council ANNUAL Meeting, Monday 9th May at 7pm -Town Hall.

The meeting closed at 8.52pm.

Signed:

Dated:

Payments:

Century Printing	Neighbourhood Plan	£480.05	£69.01	£549.06
Lucas and Wyllys	Three land registrations	£1,004.00	£0.00	£1,004.00
ICCM	Membership	£95.00	£0.00	£95.00
Norse	Asbestos Survey - T Hall	£190.00	£38.00	£228.00
Stalham DIY	Supplies	£16.96	£3.39	£20.35
COZENS	Annual works	£2,925.00	£585.00	£3,510.00
Npower	Streetlights January	£416.83	£83.37	£500.20
Npower	Streetlights February	£359.79	£71.96	£431.75
Npower	Streetlights march	£379.08	£75.82	£454.90
Wave	Allotment water dec - mar	£27.47	£5.50	£32.97
Eon	February - Town hall	£111.92	£5.60	£117.52
Staff Costs		£6,443.55		£6,443.55
		£12,449.65	£937.65	£13,387.30