

Present: Cllrs M Green (chair), R Hood, M McGeary, M Lilley, G Palmer, C Scrivner, S Toone, M Willoughby.

Clerk: Mrs S Hunt

6 members of the public were in attendance.

**54 Apologies.**

Apologies were RECEIVED and APPROVED for; Cllrs K Bayes (alternative commitment), C Gelinas (health), P Hanton (alternative commitment), M Taylor (health). NOTED that there remains one vacancy on the Council – Council is free to Co-opt.

**55 Minutes.**

The Full Council minutes dated 11<sup>th</sup> July 2022 were AGREED as a true and correct record and signed by the Chair.

**56 Declarations of Interest.**

None.

**57 The meeting received the following updates:**

- 57.1 Update for Rialtus package to include charity accounts. Software now active.
- 57.2 Wall Plaque for Town Hall – in hand. Second visit to Archive necessary.
- 57.3 Registration of Public Right of Way – 32 evidence forms completed back to Council. Details of current landowner being investigated prior to submission.
- 57.4 Additional SAM2 site. Highways approval received. Cllr Toone to review – concerns over height of camera.
- 57.5 Community Resilience Plan. Ongoing.
- 57.6 Town Hall telephone/internet – now installed. S106 request has been sent to NNDC for £1,145.69
- 57.7 Staithe Head piling – photographs show no movement.
- 57.8 Town Hall window repair scheduled - £720.80 did not take place – new unit did not fit. New date awaited.
- 57.9 Town Hall heating – still awaiting additional quotation, site visit due 18<sup>th</sup> August. To note the original quotation will increase between 5 – 10% and need reviewing.
- 57.10 Mayoral Chain – received.
- 57.11 Bicycle Racks at Picnic Area on Staithe – no dates yet available for installation.

**58 Public Participation and Reports.**

- 58.1 County Councillor Nigel Dixon commented on the pressure on the Fire Service currently.
- 58.2 District Councillors: Pauline Grove-Jones and Matthew Taylor had both sent apologies to the meeting.
- 58.3 Members of the Public in attendance expressed safety concerns over traffic issues on the A149. Speed/junctions/increased traffic movements since the NDR opened. County Cllr N Dixon responded as this is a County Highways matter explaining both the current works at the Tesco junction, and also additional investigations taking place.
- 58.4 Mr Chris Foster, Chair of the Neighbourhood Development Team was in attendance to bring the Council up to date on the NDP progress. The first part of the process was consultation and this has taken place. NNDC have produced a new District Plan and the Stalham NDP must work alongside this new Plan. The results have been received

and collated. The plan is currently looking at open spaces, green corridors and important views within the Parish alongside the Heritage. Lolly Dawson has accessed additional grants so experts are supporting the Group to deliver a Housing Assessment, another team will support work on the High Street and Heritage, and also experts on building design for design code advice. This is all informing a very professional plan. This should all be in place for the end of September. The plan cannot be ineffective, nor too prescriptive. Stalham is being treated as a rural market town as there is little second home issue, and is looking to promote a self sufficient community, with good quality housing and support for businesses and schools locally meeting the needs of local people. There are two areas of suggestion: A market. Sunday shopping is now seen as a leisure activity, and the recent Sunday market was very good. If Stalham becomes known for the quality and regularity of the market this would enhance the image and support the plan. Secondly a greening policy – looking at opportunities for Stalham to use natural vegetation and screening, trees etc around the perimeter of the town. When walking footpaths nearby there are trees and hedges on the skyline and then the church tower as a central focal point.

## **59 Town Planning.**

- 59.1 To consider consultee response to applications received from North Norfolk District Council and the Broads Authority.
- 59.1.1 None.
- 59.2 To receive notification of Planning decisions taken by North Norfolk District Council and the Broads Authority received before the meeting.
- 59.2.1 None.
- 59.3 Neighbourhood Plan – Minutes circulated from 21<sup>st</sup> July meeting. Next meeting 18<sup>th</sup> August 2022. Update received in Public Forum from Chair, Chris Foster.

## **60 Correspondence and Communications.**

Email	NNDC	Household support scheme	Clerk to ask local agencies for referrals.
Email	Resident	Road Closure of High Street	Noted.
Email	Vanguard	Vattenfall contract	Noted.

## **61 Amenities/Property Matters.**

- 61.1 NOTED that a replacement lighting column has been ordered following vehicle damage – No. 6 Yarmouth Road. Quoted cost £1,695.00 plus VAT. Insurance informed. Clerk awaiting confirmation of the details from Police of the car that caused the damage to enable a claim.
- 61.2 NOTED that tree works are completed to enable the installation of the three replacement columns for 2022/23. They will be installed at the same time as the above column.
- 8.3 Construction of a 3-bin compost area be constructed on the allotment site. Cllr Palmer/Clerk to seek additional quotations for materials.
- 8.4 Textile Bank – the meeting considered additional sites. If the bank is a Textile bank taking bedding/towels and end of life textiles the Clerk was instructed to arrange installation at the Recreation Ground. If it is a Clothing Bank similar to the three already in the Town then no bank is required. Clerk to ascertain. Deadline 26<sup>th</sup> August 2022.
- 8.5 Footpath Entrance – Campingfield Road. Highways had responded. It was AGREED that Highways be asked to: Alter the spacings slightly, apply localised asphalt patching to raise the road level and decrease the step and trim back the pathway.
- 8.6 Land off Lyndford Road – It was AGREED not to pursue the acquisition of this land.
- 8.7 It was AGREED for Bure Valley Conservation Group to work on Stalham Green Pond on Wednesday 12<sup>th</sup> October 2022.

## **62 Financial.**

- 62.1 It was RESOLVED to AGREE payments as presented. Proposed Cllr Hood, seconded Cllr Lilley.
- 62.2 NOTED that donations of £150.00 have been received towards Mayoral Chain. Dr Thompson has made a donation following the recent Norfolk Radio interview.
- 62.3 RECEIVED Minutes of Financial Committee 28<sup>th</sup> June 2022.
- 62.4 Public Open Space Land at Hopkins Home – response awaited from NNDC.
- 62.5 It was RESOLVED to purchase an Epson Ecotank ET 5150 printer. Cost £290 - £360.00. PROPOSED Cllr Hood, seconded Cllr McGeary.
- 62.6 NOTED that the Signatories on the Natwest bank account are: Cllrs C Gelinas, R Hood, M Lilley, M McGeary, M Taylor.
- 62.7 It was RESOLVED to purchase a Sum up Solo card reader at £79.00. PROPOSED Cllr Hood, seconded Cllr McGeary.

## **63 Administrative Matters.**

- 63.1 To receive update on Crest/Coat of Arms. Awaiting design for wherry.
- 63.2 It was AGREED the next newsletter would be for September. Article to be written based on Anglian Water information provided. Newsletter to be bi-monthly. PROPOSED Cllr McGeary, seconded Cllr Hood. Volunteers to be sought for delivery.
- 63.3 SNAP Meeting – attended by Councillors and Clerk, current priorities patrols to increase visibility and mitigate risk of Antisocial Behaviour. NOTED
- 63.4 Noticeboard Installation – It was AGREED to purchase a black/gold writing A1 (8 x A4) post mounted board for the sum of £650.00. PROPOSED Cllr Green, seconded Cllr Toone. Board to be installed at picnic area, Staithe. Tesco location response – Cllr K Bayes.
- 63.5 Improvements to backing on current noticeboards. Cllr S Toone reported that the pin boards recently removed from the Poppy Centre will be adapted to fit.
- 63.6 To note an enquiry has been received regarding the provision of a bus stop at Stalham Green. Current provision being confirmed with NCC.
- 63.7 NOTED that a volunteer morning will be held in the Town Hall Saturday 3<sup>rd</sup> September 2022 between 10am and 12 midday and the Jubilee cakes will be displayed and prizes awarded at the same open morning. Sunflower prizes to be announced.
- 63.8 Response to be sent to the WI request to plant a tree for the Jubilee to suggest that the land off Ingham Road would be available once ownership is transferred.

## **64 Market Towns Initiative.**

- 64.1 Disability Ramps: Contractor visited site 4<sup>th</sup> August. Awaiting quotations. Next meeting. Cllr M McGeary.

## **65 Highways Matters.**

- 65.1 Written report following meeting with Highways re: Tesco/A149 junction circulated prior to meeting. Further meeting to be called when feasibility study is completed on the pedestrian A149 crossing. Works to take place shortly at Tesco/A149 junction to improve visibility.
- 65.2 Highways response received concerning pedestrian feasibility study NOTED.

## **66 Strategy and Projects.**

- 66.1 The objectives of the Strategy Plan were reviewed and AGREED.
- 66.2 Cemetery Extension. NOTED that a new Tree Officer has been in touch and will attend site shortly for site meeting. Awaiting quotation for further works to cleared area to allow use.
- 66.3 Living Memorial – tree planting. There are currently 32 trees to be planted. It was AGREED to site this on land of Ingham Road when available PROPOSED Cllr Toone,

seconded Cllr Lilley. Cllr M Green continues research.

**67 Policies – all taken as one item.** PROPOSED Cllr McGeary, seconded Cllr Hood.

67.1 Standing Orders.

67.2 Financial Regulations

67.3 Financial Risk Assessment

67.4 Events Committee Terms of Reference. Membership to be: Cllrs Green, Hood, McGeary, Scrivener, Willoughby.

**68 Town Hall.**

68.1 To consider recommendations for damaged door. Cllr G Palmer to undertake works FOC – door to be provided at a cost of £70.00.

68.2 Window cleaning quotation). Additional quotes to be sourced.

**69 Chamber of Commerce.**

69.1 It was AGREED to send a letter to all those businesses so far identified. Letter to be drafted by Clerk/Cllr M Taylor.

**70 Items for next agenda.**

Crocus planting at Campingfield Lane Burial Ground

**71 Dates of next meetings:**

Business Forum – Tuesday 9<sup>th</sup> August at 7pm – Swan Inn.

Neighbourhood Development Plan – Poppy Centre – Thursday 18<sup>th</sup> August at 7pm Poppy Centre.

Events Meeting Monday 22<sup>nd</sup> August. 7pm Poppy Centre.

Finance Meeting Tuesday 30<sup>th</sup> August. 7pm Poppy Centre.

Stalham Town Council Meeting, Monday 12<sup>th</sup> September 2022 at 7pm -Town Hall.

## August Payments 2022

		nett	VAT	Total
Nigel Dow	Refund for stall overpayment	£5.00		£5.00
Collective Community Planning	Attendance at July meeting NDP	£350.00	£70.00	£420.00
cozens	maintenance contract - July	£225.00	£45.00	£270.00
S Hunt - refund expense	Mayoral Chains	£560.00	£112.00	£672.00
refund plot 13	deposit and water key	£30.00		£30.00
rialtus	set up charity accounts	£141.66	£28.33	£169.99
CDS	Burial Extension (previously on hold)	£800.00	£160.00	£960.00
cozens	emergency callout	£240.00	£48.00	£288.00
British Telecom	Town Hall install/month 1	£111.84	£22.37	£134.21
Society of Local Council Clerks	Registration for CilCA (L Dawson)	£410.00		£410.00
Harrod Sport	Additional cost for lockable goals	£98.58	£19.71	£118.29
npower	street lighting - Jul	£289.82	£57.96	£347.78
Viking	stationery	£62.94	£12.59	£75.53
water key refund	plot 5b	£5.00		£5.00
npower	streetlighting - jun	£285.56	£57.11	£342.67
viking stationery	stamps etc	£219.68	£9.94	£229.62
salaries	August	£7,646.51		£7,646.51
Sarah Hunt	Post office - Stamps	£55.00		£55.00
Sarah Hunt	Ice Cubes	£5.00		£5.00
Sarah Hunt	fry light	£1.75		£1.75
				£0.00
				<b>£12,151.35</b>

The meeting closed at 8.30pm.