



Minutes of a **Meeting of the Town Council**
held on Monday 13th June 2022 at 7.00pm
in The Town Hall, High Street, Stalham.

Present: Cllrs K Bayes (Chair), M Green, P Hanton, R Hood, M Lilley, C Scrivner (part), S Toone, M Willoughby.

1 member of the public

Clerk: Mrs Sarah Hunt

20 Co-option.

Cathrine Scrivner was PROPOSED by Cllr Toone, seconded by Cllr Hanton and welcomed to the Council. Cllr Scrivner signed a declaration of acceptance of office and joined the meeting.

21 Apologies.

21.1 It was AGREED to accept and agree the following apologies: Cllr C Gelinias – illness, M Taylor – alternative commitment, M McGeary – COVID related.

21.2 It was RESOLVED to approve the absence of Councillor Gelinias and agree an additional six months. PROPOSED Cllr Lilley, seconded by Cllr Toone.

22 Minutes.

The Full Council minutes from the meeting held on 9th May 2022 were AGREED as a true and correct record and signed by the Chair.

23 Declarations of Interest.

23.1 None.

24 Updates on matters not elsewhere on the agenda:

24.1 Update for Rialtus package to include charity accounts. In hand for 2022/23.

24.2 Gates for closed Churchyard. Now installed.

24.3 Gates for Campingfield Lane Churchyard now installed.

24.4 Community Payback – awaiting risk assessment.

24.5 Numbering of plots in burial ground – to be undertaken when extension completed.

24.6 Wall Plaque for Town Hall – in hand. Second visit to Archive centre needed.

24.7 Registration of Public Right of Way – evidence forms distributed, 24 received back to Council. To be submitted.

24.8 Additional SAM2 site. In hand.

24.9 Defibrillator has been installed at recreation ground – now active.

24.10 Bench at Staithe area – now installed and path completed.

24.11 Backpacks – now distributed.

24.12 Community Resilience Plan. Ongoing.

25 Public Participation and Reports.

Town Clerk: Sarah Hunt

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- 25.1 The meeting received a short presentation from Glen Russell, Executive Headteacher, Stalham Infant and Junior Schools who reported being in post now for 7+ years, and has brought together both schools onto one site. This integration has gone well, and the school is working very well with the new model. Councillors were invited to attend school assemblies. A toddler group has recently commenced on the premises 'Stalham Smiles' for 0-4's. Mr Russell reported that no supply staff had been necessary at any point during the pandemic due to the commitment and willingness of staff to offer additional support to the school in times of need.
- 25.2 County Councillor Nigel Dixon reported to the meeting on the 3-4 week planned closure of Wayford Bridge for resurfacing. Historically when this had been considered it was a partial closure – discussions are taking place to investigate this as an option. There has been ongoing concern that the East of NNDC's area, and Stalham is included, has not received investment at the same level as other areas within NNDC, there is work to highlight possible projects. The junction at Tesco and the dangers were brought forwards, along with a suggestion from Cllr Dixon that traffic lights may be a solution. There is no update for the first school site.
- 25.3 District Councillor Pauline Grove-Jones reported on the national Prosperity Fund which has over £1 million coming into NNDC. This is for investment not capital project costs. Year 1 funding has already been allocated. Land North of Yarmouth Road – the Medcentre development is on hold due to nutrient neutrality legislation. Medcentres have asked for a judicial review as the application was heard the day after the legislation was put in place. The development is currently delayed until September at the earliest. The application for Lucinda House has been called into Committee.
- 25.4 Members of the Public. No comment.
- 25.5 P C Tom Gibbs attended – the next meeting will be attended by both P C Gibbs and the new Community Officer P C Pretty. There has been an intelligence led warrant executed and a cannabis growing operation closed down locally. The Town Council was congratulated on the successful Jubilee event.

26 Town Planning.

- 26.1 To consider consultee response to applications received from North Norfolk District Council and the Broads Authority.
 - 26.1.1 PF/22/1136 – 20 St Marys Road, Stalham, NR12 9DU. Two storey side extension, single storey front and rear extensions to dwelling. No comment.
- 26.2 To receive notification of Planning decisions taken by North Norfolk District Council and the Broads Authority received before the meeting.
 - 26.2.1 None.
- 26.3 Neighbourhood Plan – Next meeting Thursday 16th June 2022, 7pm at the Poppy Centre. NOTED.
- 26.4 NOTED - draft Broads plan is out for consultation until Friday 15th July 2022.
- 26.5 NOTED - Norfolk County Council Local List for Validation of Planning Applications Consultation Draft.
- 26.6 NOTED - receipt of Statement of Licensing Policy for Sex Establishments NNDC. Previously circulated.

27 Correspondence and Communications.

Email	NNDC	Textile Bank Opportunity	Installation of a Textile Bank
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It was RESOLVED to accept this installation in principle – PROPOSED Cllr Hanton, seconded Cllr Lilley. Location to be explored. Suggestions included Tesco and Meales. Cllr Bayes to discuss.

28 Amenities Matters.

- 28.1 Allotments – Currently only No. 1 vacant (provisionally booked awaiting clearance). Inspection undertaken – 5 emails have been sent requesting that work be completed.
- 28.2 It was RESOLVED to agree the installation of a bin and associated emptying –

adjacent bus stop A149. PROPOSED Cllr Bayes, seconded Cllr Lilley.

29 Financial.

- 29.1 It was RESOLVED to approve payments as presented. PROPOSED Cllr Toone, seconded Cllr Willoughby.
- 29.2 Signatories for each account are:
Natwest – Cllr Gelinias, Lilley, Taylor – P Eden and S Wellerd. It was AGREED to remove P Eden and S Wellerd and add Cllr McGeary.
Unity – Cllrs Bayes, Gelinias, Lilley, Toone with S Hunt as administrator.
Nationwide – Cllrs C Gelinias, M Lilley, M Taylor, S Toone.
- 29.3 Internal Audit and recommendations were RECEIVED and noted. To finance for discussion and follow up.
- 29.4 It was RESOLVED to approve Section 1 of the AGAR, the Annual Governance Statement.
- 29.5 It was RESOLVED to approve Section 2 of the AGAR, the Accounting Statements.
- 29.6 The explanation of variances were RECEIVED by the meeting.
- 29.7 The bank reconciliation as at 31.3.2022 was RECEIVED by the meeting.
- 29.8 It was NOTED that the period for the exercise of public rights will be from Wednesday 15th June to Wednesday 27th July 2022.
- 29.9 Public Open Space at Hopkins Development. Councillors to forward any questions to Cllr M Taylor to allow this to be discussed fully at the next meeting. Response to be sent to NNDC expressing interest.

30 Administrative Matters.

- 30.1 To receive update on Crest/Coat of Arms. Awaiting design. Cllrs Hood/Taylor/L Dawson
- 30.2 Living Memorial at the Recreation Ground. Next Meeting. M Green.
- 30.3 Newsletter – It was AGREED to produce an 8 page newsletter for July distribution and print 1800 copies. Cllrs Bayes/Hanton/Green to discuss Councillor areas of distribution. Long term solution to be considered. Next meeting.
- 30.4 Additional Noticeboards – Amenities meeting to agree number and location.
- 30.5 A request for the installation of a mirror on a Streetlight was considered – Amenities to review and make recommendation.
- 30.6 Meeting dates for 2022/23 were AGREED as presented.

31 Market Towns Initiative.

- 31.1 Disability Ramps: All properties unsuitable have been advised. Two properties remain awaiting ramps. Cllr M McGeary. Next meeting.

32 Stalham Charities.

- 32.1 NOTED that a meeting had taken place – governance being reviewed by current Trustees.

33 Town Hall.

- 33.1 Internet/Phone Installation. This is on order. The first engineer visit was unsuccessful – second visit programmed.
- 33.2 Heating – to receive update on additional heating quotation. Still outstanding.
- 33.3 NOTED that the Clerk is in discussions over a craft fair taking place.
- 33.4 Window repair scheduled Thursday 30th June 2022 - £720.80.

34 Events.

- 34.1 The Stalham Town Market – It was AGREED for Sunday 24th July for the initial market. Questionnaire to be formulated and distributed to all businesses in the High Street for feedback over preferences moving forwards. There is support locally for a Farmers

Market if one can be started.

- 34.2 Litter – engaging local schools. Cllr P Hanton to talk to schools. Next meeting.
- 34.3 Dancing in the Street. Cllr P Hanton to discuss with Infant/Junior School for 2023. September meeting.
- 34.4 It was AGREED to form a standing Events Committee, to include non-council members by invitation. Terms of Reference and membership to next meeting.

35 Stalham Staithe Surgery Garden Development.

To receive an update following meeting. Cllr S Toone reported that there was nothing for the Council to be involved with at present.

36 Stalham Staithe.

It was AGREED to explore the installation of a canoe launch at the Staithe.
It was AGREED that the Clerk should continue investigating the registration of the land at the Staithe.

37 Dates of next meetings:

Business Forum – Tuesday 14th June at 7pm – Swan Inn. Clerk to attend.
Neighbourhood Development Plan – Poppy Centre – Thursday 16th June at 7pm Poppy Centre.
Amenities – Poppy Centre Monday 27th June at 7pm.
Stalham Town Council Meeting, Monday 11th July 2022 at 7pm -Town Hall.

The meeting closed at 9.03pm.

Signed:

Dated:

Payments:

		Nett	vat	total
BHIB - Insurance *Paid	Insurance	£2,786.35		£2,786.35
Catch22 *Paid	Band (payable to N J Saunders)	£500.00		£500.00
Lolly Dawson *Paid	jubilee purchase	£52.42	£10.48	£62.90
Rob Turner	Gates Main Churchyard	£375.00		£375.00
Catherine Moore	Internal Audit	£225.00		£225.00
eon	Town Hall - May	£101.55	£5.08	£106.63
eon	Town Hall 1/3 - 30/4	£709.93	£141.99	£851.92
Century Printing	Photographic exhibition printing	£77.00	£15.40	£92.40
Saturn AV - new invoice due	Acoustic Panels	£5,599.50	£1,119.90	£6,719.40
Collective Comm. Planning	Neighbourhood Plan attendance	£700.00	£140.00	£840.00
century printing	photographs	£26.00	£5.20	£31.20
Community Action Norfolk	renew membership	£20.00		£20.00
George Taylor	Staithe bench/rails/noticeboard	£750.00		£750.00
Lolly Dawson	coconut reimbursement	£50.00		£50.00
Lolly Dawson	The Range/Paint	£15.60	£3.12	£18.72
Lolly Dawson	Pets at Home - Splat the Rat	£6.66	£1.34	£8.00
les robertson	annual mole control	£670.00		£670.00
cozens	april maintenance	£225.00	£45.00	£270.00
Steve Jackman	Website support	£180.00		£180.00
Darren Boden	April grasscutting	£530.00		£530.00
Daren Boden	May grasscutting	£530.00		£530.00
bank charges	April - June	£16.40		£16.40
bank charges	april	£9.60		£9.60
sarah hunt expenses	expenses	£74.19	£8.84	£83.03
viking direct	stationery	£54.24	£10.85	£65.09
platten pest control	allotments May	£210.00	£42.00	£252.00
staffing	June	£7646.51		£7646.51
		£22140.95	£1,549.20	£23690.15

Sarah Hunt Expenses:

sarah hunt				
b & Q	masking tape	£3.73	£0.75	£4.48
lidl	balls	£9.97	£1.99	£11.96
b & q	gift card	£30.00		£30.00
lidl	freezer blocks and pens	£14.94	£2.99	£17.93
tesco	washing pads/fruit etc	£19.28	£3.86	£23.14
		£74.19	£8.84	£83.03