



Minutes of a Meeting of the Town Council
held on Monday 13th September 2021 at 7.00pm
in the Town Hall, High Street, Stalham.

Present: Cllrs N Baverstock, K Bayes, P Eden (chair), M Green, M Lilley, M McGeary, M Taylor (part), S Toone.

Two members of the public were present – (Police & County Councillor Nigel Dixon)
Clerk: Miss Lolly Dawson

70. Minutes.

The Full Council minutes of 9th August 2021 were AGREED as a true and correct record and signed by the Chair.

71. Apologies.

- 71.1 Apologies for absence were APPROVED for Cllrs, J Bird, M Baker, P Hanton, C Gelinias.
- 71.2 The Council RESOLVED to co-opt Mr Matthew Taylor. Mr Taylor and the Proper Officer signed the declaration of acceptance to office and Mr Taylor joined the meeting.
- 71.3 It was AGREED that Cllr M Taylor join Neighbourhood Development Plan Committee.

72. Declaration of Interest.

Cllr P Eden reminded the meeting that she is a trustee of the Town Hall charity.

73. Updates on matters not on the agenda were received.

- 73.1 The Tree Works remaining from the inspection are scheduled for October.
- 73.2 Brumstead Road streetlight. Request sent to process Insurance Claim without UKPN Invoice.
- 73.3 Westcotec SAM 2 speed indicator. Installed. See Item 8.1.
- 73.4 Recreation Field –climbing frame U8's. Bolt covers have been ordered.
- 73.5 Millside – Rotor Spinner removal – groundworks update. Next agenda Cllrs K Bayes & P Hanton.
- 73.6 Printer contract – printer collected.
- 73.7 The red ensign was flown on the 3rd September.
- 73.8 Minute archiving. Bound minutes available to meeting. To be deposited at Archive Centre.
- 73.9 To confirm that the skate park materials have been received. To receive date of working party. Cllr Gelinias, Next Agenda.
- 73.10 To note that one grass cut has taken place at the allotment site.
- 73.11 Dog incursion on the Recreation Ground has been reported to NNDC. Dog wardens have been attending site. No incursions witnessed.

74. Public Participation and Reports.

74.1 County Councillor Nigel Dixon addressed the Council regarding Planning application PF/21/2021 – Land North East of Yarmouth Road. Key Issues: Employment land to residential, should have been a pre-application public consultation to collect local views, concern is the applicant may be coming in under the radar, (points set out in email). Exhibition and public consultation need to be undertaken. There is little investment in local infrastructure to support the residential developments. There is an historical deficit in investment in Stalham which has taken place for many decades. This is an urgent business matter. District Council didn't structure the position and that has let the town down. Industrial units of less value to developer but of more value to the town. Sutton is also affected, will encourage traffic and affect them as well, Cllr Dixon will report to Sutton Parish Council as well.

Town Council, County Councillor and District Councillors should all call upon planning officers to halt the process, based upon the lack of a pre-application consultation and request a presentation. Planners should require the applicant / give opportunity to comply to due process. Ask in first instance planning case officer to halt process and allow public exhibition and consultation to be carried out. Public view is required and public need to be informed.

There is on this site an opportunity for Stalham to have a modern industrial estate, socio-economic prospects of Stalham could improve, quality jobs, good pay, brings more money into the town.

74.2 Apologies from District Councillor Pauline Grove-Jones. Report circulated.

74.3 Police representative Tom Gibbs addressed the Council and offered apologies for being unable to attend during covid-19 pandemic. SNAP meeting last week, next meeting 2nd November 6:30pm (Poppy Centre provisionally) Priorities = Speeding, old Yarmouth Road and The Street through Sutton. Road Safety, local schools, engagement with children and targeting vehicles with no lights etc.. Local Issues = ASB at Millside, will be monitored. Walk & Talk initiative is on-going, officers will be visiting the High Street and Tesco.

75. Town Planning

75.1.1 To consider consultee response to applications received from North Norfolk District Council and the Broads Authority.

75.1.1. BA/2021/0350/TCAA – Utopia, Utopia Way, Mill Road, Stalham. T1 and T2 Alder – Fell. NO OBJECTION.

75.1.2 PF/21/2021 – Land North East Of, Yarmouth Road, Stalham. A new residential development of 43 affordable houses comprising 22 affordable/shared ownership houses and one block of 21 affordable flats with associated landscaping, infrastructure and access. RESOLVE to respond to the planning case officer to halt the application and request the developer to carry out a public exhibition and consultation.

75.2 To receive notification of Planning decisions taken by North Norfolk District Council and the Broads Authority:

75.2.1 Application PF/21/1393 – St Margarets, Brumstead Road, Stalham, NR12 9DF. Proposed swimming pool building. Withdrawn.

- 75.3 Neighbourhood Plan.
- 75.3.1 It was RESOLVED to accept the Collective Community Planning quote and engage Collective Community Planning to work alongside the Town Council to deliver a neighbourhood plan.
- 75.3.2 It was AGREED that the Clerk to apply for all available grants.
- 75.3.3 Public Meeting. It was AGREED to invite the public & Business Forum.

76 **Correspondence & Consultations were NOTED. No further action.**

Email	NALC Wellbeing	Offshore Windfarms.	No response to be sent.
Email	L Withington	NNT&PF – member request.	No response to be sent.
Email	Sutton Parish Co.	Request to obtain bullrushes in October.	Agreed.
Email	NNDC	Consultation for gambling policy.	Circulated.
Email	Resident	X 2 – Millside play area not opened.	Noted.

77 **Amenities Matters.**

- 77.1. Cllr Toone provided an update on the SAM 2 device. It was RESOLVED to order bluetooth capability for the SAM2 data to be collected at a cost of £250.00, PROPOSED Cllr K Bayes, seconded Cllr M Green.
- 77.2 A request from the local Uniformed Club re; Allotment was received. Clerk to respond outlining that terms & conditions do not allow fires of any kind.
- 77.3 It was NOTED that a complaint had been received regarding antisocial behaviour at the Millside play area. This was passed to the Police.
- 77.4 It was NOTED that NNDC have inspected the trees at The Pond and confirmed that works are necessary. They have commissioned an arboricultural report and will instruct the works in due course.
- 77.5 The lighting contract includes removal of vegetation – report provided by Cllr Hanton and forwarded to Cozens for action. Noted.

78 **Recreation Ground Matters.**

- 78.1 U8's Roundabout. This is non-functional. To be sent to the Trustee meeting for decision.

79 **Administrative Matters.**

- 79.1 MTI Disability Ramps funding of £7,272.00. It was RESOLVED that ramps can be ordered as listed. Cllr Baverstock to source quotes for signs. It was AGREED that the remaining funds can be returned to NNDC by the Clerk when balance is known.
- 79.2 It was AGREED to elect Cllr M Taylor to represent the Council on the Stalham Charity.
- 79.3 It was AGREED to accept the offer from Broadland First Responders to offer 10 individuals training on the defibrillator, Councillors and the business forum will be offered training.
- 79.4 It was NOTED that the Clerk attended the NABMA/SLCC training session: Markets, High Street Recovery and Local Councils.

- 79.5 It was NOTED that the clerk is enrolled onto Scribefest Training on 29th September.
- 79.6 It was NOTED that the clerk is attending the Highways presentation for the North Highways area on the 15th September at 4pm.
- 79.7 It was RESOLVED to obtain membership of the Institute of Cemetery and Crematorium Management at a cost of £95.00. PROPOSED Cllr K Bayes, seconded Cllr Baverstock.
- 79.8 It was AGREED to adopt the SAM2 Sign Management Policy and Risk Assessment.
- 79.9 Cllr Baverstock had nothing extra to add following the Police Report regarding the SNAP Priority Setting meeting on the 7th September.

80 Financial.

- 80.1 To receive Bank Reconciliation. Next meeting.
- 80.2 It was NOTED that the CGM Bracken Spraying invoice £33.00 remains in dispute.
- 80.3 The Payments and Receipts for September were AGREED.
- 80.4 The Unity Corporate Multipay Card application is in process.
- 80.5 It was AGREED to delegate the allotment fees and tenancy agreement for 2021/22 to the Amenities Committee.

81 Highways Matters.

- 81.1 Highways 50/50 funding – to receive the initial response from Highways concerning the upgrade of the A49 crossing. To consider at budget setting finance meeting for 22/23. To put onto Amenities Committee agenda. Cllr Toone to report the overgrown hedge to highways.

13. Town Hall

- 13.1 Cllr M Baker reported that the current lease ends 8th December 2021. Awaiting response from M Olmer regarding the public meeting.
- 13.2 To consider an email re: The Keepers Daughter. No booking to be made

14. Matters for reporting or future agenda

- Terms of reference to be reviewed for all committees.
- Meeting dates to be reviewed for Committee.
- To review the grass cutting contract.
- Article to go in the Town & Country magazine.
- Extension to the burial ground & quotes.
- Community Payback Team – any requirements.

15. Dates of next meetings:

- Full Council – 11th October at 7pm. Town Hall.
- Trustees Meeting – 27th September at 7pm, Town Hall. BUDGET SETTING MEETING.
- Parish Online – Tuesday 21st September at 7pm, Town Hall.

In accordance with the Public Bodies (admission to meetings) Act 1960 the chair of the meeting may decide to exclude the press and public during consideration of the following item due to the confidential nature.

16. Staithe.

- 16.1 No report yet received.

Meeting Closed: 20:24pm

Stalham Town Council, 58 Hercules Road, Hellesdon, Norwich, Norfolk, NR6 5HH
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Payments

		net	vat	payable
Staff costs	September Payroll	£2,797.88	£0.00	£2,797.88
Surface Matters	Skatepark surfacing	£1,430.00	£286.00	£1,716.00
ICCM	Membership	£48.00	£0.00	£48.00
PKF Littlejohn	External Audit 20/21	£400.00	£80.00	£480.00
Eon	Streetlight energy August	£358.22	£71.64	£429.86
cozens	monthly maintenance streetlight	£225.00	£45.00	£270.00
peartree	binding of minutes	£105.00	£0.00	£105.00
CGM	Groundworks	£433.20	£86.64	£519.84
steves tree and hedge	cemetery hedgeworks	£120.00	£0.00	£120.00
wave	water - town hall	£9.26	£1.85	£11.11
Rialtus	Accounting Software	£124.00	£24.80	£148.80
comm. Heartbeat trust	defib batteries and kits	£387.00	£77.40	£464.40
expenses refund	sarah hunt - key/wix website	£75.25	£14.40	£89.65
Office costs	September	£112.67	£0.00	£112.67
		£6,625.48	£687.73	£7,313.21