

Minutes of the Meeting of the Town Council held on Monday February 8th 2021 at 7.00pm Zoom.

Present: Present: Cllrs M Baker, N Baverstock, K Bayes, P Eden (chair), C Gelinas, M Green, P Hanton, M Lilley, R McWilliams, H Morgan, S Toone, G Wilson.

Clerk: Sarah Hunt.

In attendance: County Cllr Nigel Dixon, District Cllr Pauline Grove-Jones and three members of the public.

438. Minutes.

Minutes of the Full Council meeting of 1st February 2021 were AGREED as a true and correct record and will be signed by the Chair in due course.

439. Apologies.

Apologies were received and ACCEPTED from Cllr S Thomas - unwell.

440. To receive updates on matters not on the agenda.

440.1 Tree works. Specification has been sent to five contractors to obtain quotations.

440.2 Registration of land in front of Staithe House. No further progress.

441. Declaration of Interest.

Town Hall Management Committee: Mrs Baker, Mrs Eden and Mr. McWilliams.

Allotment Holder – Mrs P Eden.

442. Public Participation and Reports.

442.1 Presentation: Broads Trust re: Discovery Hub. Mr Peter Howe, Mr Simon Egan and Mr Lewis Treloar attended and gave a short presentation with regard to the installation of 'Discovery Hubs' at a number of locations throughout the Broads area. A medium sized hub is planned on Broads Museum land at Stalham. This may require planning permission.

442.2 County Councillor Nigel Dixon joined the meeting late and gave the following presentation at that point: There is a current Broadland Futures initiative consultation on the Broads Authority website, Councillors were encouraged to respond. There are localised flooding issues which are being investigated on a multi-agency level. Mud left on Upper Staithe Road by contractors has been causing a health and safety issue. This is being monitored.

442.3 District Councillor Pauline Grove-Jones joined the meeting late and gave the following presentation at that point: Elections are scheduled to take place on 6th May, residents to be encouraged to register for postal voting. All agencies have been involved in local flooding issues.

442.4 Police. Not in attendance. A report was read to the meeting.

443. Town Planning

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

443.1.1 BA/2021/0039/HEDGE. Tank 45m from Anglian Water Services Ltd, Wayford Road 9M From Unnamed Road, Wayford Road, Stalham. Removal of 4 meters of hedge for engineering works. No objections were raised, Council to request that the hedge be replaced once the works completed.

444. Chairman’s Announcements.

None.

445. Correspondence & Consultations.

Western Link	Email	Project Update	Noted.
Broads Auth	Email	Volunteers for local access forum	Noted.
Junior School	Email	Book Trail in the town.	Supported.

446. Allotments

It was PROPOSED Cllr Lilley and seconded Cllr Gelinias and AGREED that costs for notice board erection of up to £250.00 for materials be approved. Cllr S Toone to undertake the works. Notice to be erected by the exit reminding allotment holders to look both left and right when exiting the site. Cllr Toone.

County Councillor N Dixon joined the meeting.

447. Market Towns Initiative.

447.1 Update on all items – Demand and storage of disability ramps to be ascertained. Cllr Gelinias to follow up with Cllr Morgan – Stalham Business Forum to be asked to look at demand.

District Cllr Grove-Jones joined the meeting.

Cllr Baverstock joined the meeting.

Cllr Baverstock confirmed she would have the back pack ordering information with the clerk by 10th February. A meeting with the firehouse Trustees has been scheduled. Report for next meeting.

447.2 Information Board adjacent Welcome Sign – final hard proof received by Clerk awaiting opportunity to share. Street Furniture Licence applied for by Stalham Business Forum.

448. Property.

448.1 Town Hall. Update received from Cllr M Baker -The report has been circulated, work by Trustees continues with a new front door being fitted in the near future.

449. Financial.

449.1 It was RESOLVED that the Town Council assume responsibility and payment for all items associated with the Recreation Ground for the year 2021 to include but not limited to items detailed within the letter dated 26th January 2021 PROPOSED Cllr Baverstock and seconded Cllr Bayes. The management to be undertaken by the Leisure committee on all matters up to £500 per item. Any items above £500 to be referred to full Council for decision. PROPOSED Cllr Baverstock and seconded Cllr Bayes.

449.2 It was RESOLVED to authorise the Clerk to undertake necessary work on behalf of the Charity as directed by the Charity Trustees. PROPOSED Cllr Hanton, seconded Cllr Lilley.

449.3 Noted that no reconciliation is possible as bank statements still awaited.

449.4 It was RESOLVED to AGREE Payments as presented, PROPOSED Cllr Gelinias, seconded Cllr Baker.

449.5 Update re: Opening of Unity Bank Account. Clerk has now completed all online paperwork – this is to be signed by all signatories and send off to Unity.

450. Clerk’s report

450.1 Dog Fouling: The areas reported are: Brumstead Road, Campingfield Lane, Ingham Road, Millside. The dog warden visits have taken place on the 12th January, 19th January and 21st January more visits are scheduled. No issues witnessed. If owners are breaching the PSPO order on the Recreation Field and taking dogs on then this can be reported. Noted.

450.2 Millside Play Area: Fencing. Inspection still awaited, anticipated w/c 22.2.21.

Letters sent re: fencing. Maintenance issues – It was RESOLVED to approve the quotation of £322.00 received from Andy Mann for the works, PROPOSED Cllr Gelinas, seconded Cllr Baker.

450.3 Meetings. The government has expressed that it currently has no plans to extend the remote meetings protocol beyond 7th May 2021. It was AGREED to send a letter to the local MP and copy in NALC requesting an extension to the current protocol.

450.4 Brumstead Streetlight – Insurance Claim. The contractor's insurers have accepted liability. Documents to prove expense incurred to be forwarded.

451. Training and Reports.

451.1 GDPR Training feedback. It was RESOLVED that the Council accept the quotation from Broadland Computers, and the ongoing support, to set up Council emails for all Councillors. PROPOSED Cllr Hanton, seconded Cllr Gelinas. Clerk to order, Cllr Toone to co-ordinate with Broadland Computers.

451.2 Safer Neighbourhood Policing Meeting. Cllr G Wilson attended on behalf of the Council. Residents are being encouraged to report COVID breaches on 101.

451.3 New Councillor Training feedback. Cllr H Morgan reported that this was really interesting.

451.4 Grant of Exclusive Right Training. Sarah Hunt had circulated the course information to Councillors.

452. Matters for reporting or future agenda

Noticeboard by the Car Park.

453. Dates of next meetings:

22nd February 2021 - General Purposes.

1st March 2021 – Leisure.

8th March 2021 – Full Council.

The meeting closed at 20.51pm.

Payment List:

STALHAM



TOWN COUNCIL

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/02/2021	Came & Company	01582	1,234.36		Charity Insurance
08/02/2021	E.on	1583	436.87		February streetlights
08/02/2021	E.on	1584	33.25		town hall january
08/02/2021	Cozens (UK) LTD	SO	270.00		january maintenance charge
08/02/2021	The Garden Guardian Ltd	1585	90.00		additional recreation ground c
08/02/2021	Stalham Area Business Forum	1586	500.00		arch info board Install MTI 2
08/02/2021	The CGM Group (East Anglia) L	1587	519.84		Grounds maint.
08/02/2021	Norfolk association of local c	1588	48.00		GDPR Training.
08/02/2021	Cozens (UK) LTD	SO	270.00		December Maintenance
08/02/2021	Cozens (UK) LTD	1589	210.00		church light repair
08/02/2021	Capron & Helliwell	1590	1,114.50		Town Hall Lease work
08/02/2021	R Bell UK Ltd	1591	5,400.00		tree removal burial g.
08/02/2021	Stalham DIY and Hardware	1592	10.40		chain
08/02/2021	R Bell UK Ltd	1593	96.00		Burial Ground - Cherry Tree
08/02/2021	Ironmongery Direct (s hunt ex)	1594	35.10		Sarah padlock rec.
08/02/2021	Salaries	1595/6	2735.57		february 2021
Total Payments			13,003.89		