



Minutes of a **Meeting of the Town Council**
held on Monday 14th November 2022 at 7.00pm
in The Town Hall, High Street, Stalham.

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

Clerk: Mrs S Hunt

4 members of the public and County Councillor N Dixon were in attendance.

91 Apologies.

Apologies were RECEIVED and accepted from Cllr C Gelinias – Health, Cllr M Taylor – alternative commitment.

The resignation of Mr Garry Palmer was NOTED.

NOTED that there are now two vacancies on the Council.

92 Minutes.

The Full Council minutes dated 9th October 2022 were AGREED as a true and correct record and signed by the Chair.

93 Declarations of Interest.

93.1 None.

94 To receive updates on any matters not elsewhere on the agenda

94.1 Wall Plaque for Town Hall – in hand. Archive visit has taken place. Quotations to be obtained.

94.2 Community Resilience Plan. Ongoing.

94.3 Mayoral Chain – glass/enamel detailing in progress. Cllr R Hood reported that the final specification needed confirming. Email to be sent to all Councillors/Clerk for approval prior to ordering.

94.4 Bicycle Racks at Picnic Area on Staithe – installation complete

94.5 November newsletter available in Town Hall ready for distribution.

94.6 Noticeboard backings update. Ongoing – Cllr S Toone.

94.7 Letter sent to Duncan Baker regarding Infrastructure Levy. Feedback from Council's within Norfolk has been very supportive.

94.8 Crocuses – Burial Ground. Planted.

94.9 Town Trail Leaflet. In hand. Cllr P Hanton

94.10 Warm Banks Meeting. Clerk has been discussion with churches. Meeting to take place 24th November 2022.

95 Public Participation and Reports.

95.1 County Councillor Nigel Dixon reported on the Road Safety Community Fund – a composite bid is being put together to support the A149 road safety review.

Cllr Dixon had been in regular contact with the Speed Camera Teams regarding the

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enforcement cameras on the A149 – data is still being sought.

Complaints had been received regarding the pedestrian crossing lights between the new McCarthy and Stone development and Tesco – responsibility sits with McCarthy and Stone. Highways officers have been asked if this crossing should be taken out of use until such time as the lights are operational.

The nursery school buildings- the lease was in the hands of the multi academy trust. This has been handed back to Norfolk County Council. Part of the centre will be used by the High School, but the majority will now be available for re-use. It is not anticipated that this will be utilized for education. Norfolk County Council are exploring alternative in house use and if it isn't used in house then it will be offered to other public agencies, then to the public marketplace. A suggestion of using it as a library has been put forwards.

95.2 District Councillors: Pauline Grove-Jones and Matthew Taylor sent apologies to the meeting.

95.3 P C Matthew Pritty had sent a report to the meeting which was read out.

95.4 To receive a presentation: VISION – Neighbourhood Development Plan. Chris Foster reported to the meeting on the direction 'vision' of the Neighbourhood Development plan which was supported and endorsed by Councillors. Cllr Rachel Hood to liaise with Mr Foster so that the Strategic Plan being developed by the Council works alongside the Neighbourhood Plan. The meeting reflected that the Staithe area and connection with the Broads Authority/Norfolk Broads/Tourism needs are highlighted in the plan moving forwards as these form a large part of the Town albeit currently it is divided by the A149. The staithe area has a clear characteristic which is not present in the main part of the town. There is a focus within the plan on green landscaping and the planting of trees and green corridors.

95.5 Public.

The Council was addressed with regard to litter at the recreation ground; the fact that many trees planted on the McCarthy and Stone development had died during the drought across the Summer; the road safety review on the A149.

96 Town Planning.

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

96.1.1 BA/2022/0423/TCAA. Utopia, Utopia Way, Mill Rd, Stalham. Proposed Tree works. T1: Willow – pollard. G2 Willow x 4 – pollard. T3: Sweet Chestnut – pollard. T4: Willow – crown reduction to approx. 14m in height and 7.5m in width. T5: Poplar – crown reduction to approx. 20m in height and approx. 8m in width. T6: Ash – crown reduction to approx. 17m in height and approx. 6.5m in width. T7: Alder – height reduction to approx. 11m. No comment.

96.2 NOTED the notifications of Planning decisions taken by North Norfolk District Council and the Broads Authority received before the meeting.

96.2.1 BA/2022/0281/FUL. Simpsons Boatyard, The Staithe, Stalham, Norfolk. Removal of 3 houseboats & erection of 3 holiday chalets. APPROVED SUBJECT TO CONDITIONS.

96.2.2 BA/2022/0358/TCAA. The Mermaids Slipper, The Staithe, Stalham. T1 – Ash Tree, Multi Stemmed, varying diameter from 0.5-0.9m, Height 13m, Crown spread 9m. The tree is requested to be felled. T2 – Ash Tree, Multi Stemmed, varying diameter averaging 0.5m, height 11m, crown spread 7m. This tree is requested to be felled. Re planting could be organized with premises owner. NO OBJECTION.

96.2.3 BA/2022/0333/TCAA. The Mermaids Slipper, The Staithe, Stalham. T1: Ash – fell. T2: Ash – fell.

96.2.4 BA/2022/0329/TCAA. Staithe House, The Staithe, Stalham. T1: Beech – remove. T2: Beech – remove. T3: Conifer – remove. NO OBJECTION.

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97 Correspondence and Communications.

Email	NNDC	Boundary Review. Stalham remains within North Norfolk.	Noted.
Email	SABF	Request for Christmas Tree assistance.	Councillors will attend.
Email	CCP	Nominations for Local charity	Ideas to Clerk.
Email	NCC	Norfolk Minerals and waste plan	Noted.
Email	Transport East	To consider responding to survey.	Noted.

98 Amenities/Property Matters.

- 98.1 NOTED the minutes from the amenities committee which was held on Monday 31st October 2022.
- 98.2 It was RESOLVED to agree the following recommendations:
- 98.2.1 That the Pest Control Contract be renewed at the reduced cost of £60.00/visit.
- 98.2.2 That no streetlight columns be scheduled for replacement in 2023/24.
- 98.2.3 That Darren Boden be awarded the grass cutting contract for both cemeteries and the burial ground as last year with an increase of 5% making a total payable for 2023 of £3,811.50.
- 7.2.4 That Garden Guardian be awarded the grass cutting contract for the areas currently covered as last year with a projected increase of 10%.
- 98.3 It was RESOLVED to accept the quotation for the construction of a 3-bin compost area be constructed on the allotment site. Materials £572.59. To be delivered w/c January 4th 2023. Councillors to construct.
- 98.4 NOTED that fencing is being placed at the hedge gap at the burial ground. It was RESOLVED to agree the quotation from CGM to prepare the new grass area for the extension at the price of £3,180.00.
- 98.5 NOTED that a replacement dog bin has been ordered for Brumstead Road/St Johns Road junction at a cost of £165.00.

99 Financial.

- 99.1 NOTED that the Budget setting Finance Committee meeting will take place on Wednesday 6th December 2022.
- 99.2 It was RESOLVED to agree payments as presented.
NOTED that the salary award 2022/23 has been agreed and staff payments adjusted accordingly.
- 99.3 To note up to date bank reconciliations will be available to the Finance meeting.

100 Administrative Matters.

- 100.1 It was AGREED to renew the current Scheme of Delegation. To be revisited in 6 months.
- 100.2 NOTED that the Model Councillor-Officer protocol had been circulated.
- 100.3 To consider whole council training with Norfolk Association of Local Councils. Next meeting when price available.
- 100.4 It was AGREED that February be the date of the next Newsletter.

101 Market Towns Initiative.

- 101.1 It was RESOLVED to order the disability ramp for Boots. No other ramps to be ordered
- 101.2 It was RESOLVED to return the balance of grant to NNDC.

102 Highways Matters.

- 102.1 NOTED the email regarding dropped bollard A149/Lower Staithe Road.
- 102.2 A149 Traffic review. Detailed email received regarding areas covered.

103 Strategy and Projects.

103.1 Meeting with Local Schools. Cllrs Bayes/Hanton have had a positive meeting with the new Head Teacher.

103.2 To consider a quarterly market. Cllr M Taylor. Next meeting.

Buses Saturday: 07.05am, 10.10am, 12.10pm, 14.10pm, 16.10pm, 18.25pm (5B)

09.15am, 11.15am, 13.15pm, 15.15pm, 17.25pm, 18.30pm (6 and X6)

Buses Sunday: 10am only. (5B).

104 Town Hall.

104.1 Heating – AGREED to send to next GP Committee for discussion and recommendation.

104.2 S106 payments towards Phone/Internet – still awaiting response from NNDC.

Reminders have been sent and District Councillors asked to investigate. It is looking likely that the money will be passed across from NNDC.

105 Chamber of Commerce.

105.1 Cllr Bayes reported that the next meeting will bring in an outside presentation based around one of the subjects identified by those attending the inaugural meeting.

Currently this looks to be net zero. Dates to be set.

106 Items for next agenda.

Precept setting.

107 Dates of next meetings:

Neighbourhood Plan – Next meeting Thursday 1st December 2pm. Poppy Centre.

NOTE TRUSTEE MEETING FOR 19th DECEMBER NOW CANCELLED.

Stalham Town Council Meeting, Monday 12th December 2022 at 7pm -Town Hall.

Finance Committee meeting – Wednesday 7th December 2022, Poppy Centre.

Staffing Committee Tuesday 22nd November 2022 at 7pm. Poppy Centre.

It was RESOLVED to exclude the press and public in accordance with the Public Bodies (Admissions to meetings) Act 1960 in consideration of the following items due to the confidential nature of the items to be discussed.

107.1 It was RESOLVED to agree overtime payments for current employees to clean Poppy Centre when necessary.

107.2 The meeting reviewed the Heads of Term for Land off Ingham Road and sought clarification on a number of issues. Next meeting.

The meeting closed at 9.18pm

Signed:

Dated: 12th December 2022

November Payments 2022

		Net	VAT	Total
P K F Littlejohn	External Audit fees	£400.00	£80.00	£480.00
Platten Pest Control	June/July/August	£210.00	£42.00	£252.00
S Pegg	Allotments/Streetlight clearing	£440.00		£440.00
e.on	August Town Hall	£110.30	£5.52	£115.82
wave water	allotments jun - sept	£29.15		£29.15
Dragon Security	Fire alarm T Hall 22 - 23	£202.00	£40.40	£242.40
1st Class Fire Protection	Fire Risk Assessment	£600.00	£120.00	£720.00
Century Printing	Newsletter - November	£429.50		£429.50
Norfolk Parish Training	Induction - G Palmer	£55.00		£55.00
Cozens	New LED No. 7 Millside	£395.00	£79.00	£474.00
British Legion	Wreath Donation	£25.00		£25.00
Viking direct	stationery/printer inks	£181.47	£36.30	£217.77
collective community plan.	20th October meeting NDP	£350.00	£70.00	£420.00
ray woolston	queen's canopy tree plaque	£18.00		£18.00
cozens	October maintenance	£225.00	£45.00	£270.00
eon	October streetlights	£327.61	£65.52	£393.13
Bure valley conservation	pond clearance	£175.00		£175.00
British Telecom	Town Hall	£84.95	£8.99	£93.94
Vodafone	August	£25.38	£5.07	£30.45
Vodafone	July	£25.38	£5.07	£30.45
Vodafone	September	£25.38	£5.07	£30.45
Vodafone	October	£25.38	£5.07	£30.45
Vodafone	November	£25.38	£5.07	£30.45
Salaries	November	£11,199.66		£11,199.66
		£15,584.54	£618.08	£16,202.62

Reimbursement - Sarah Hunt.

Broadland Group Ltd	Key Cutting - Millside	£31.67	£6.33	£38.00
ZOOM	renewal	£119.90	£23.98	£143.88
				£181.88

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