



5th November 2024

Dear Sir/ Madam

You are hereby summoned to attend the Full Council Meeting to be held in the Town Hall on Monday 11th November 2024, at 7.00pm for the purpose of transacting the business listed on the agenda below.

Yours faithfully

Doreen Joy – Clerk & RFO
Stalham Town Hall
74 High Street, Stalham
Norfolk, NR12 9AS
Tel: 07881 638145
Email: Clerk@staham-tc.gov.uk

AGENDA

01 Apologies for Absence

02 Declarations of Interest and requests for Dispensations

If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)

03 Minutes of Previous Meetings

- 3.1 To agree and sign the minutes from the Full Council Meeting on the 21st October 2024.
- 3.2 To adopt the minutes from the Amenities Meeting on the 4th November 2024.
- 3.3 To adopt the minutes from the Employment Meeting on the 21st October 2024.

04 Mayors Report

05 Public Participation Time

The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to receive County and District Councillors reports and allow Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.

06 MATTERS FROM PREVIOUS MEETINGS

To report on progress on items from previous meetings. No decisions may be taken.

- 6.1 All agreed minutes filed.
- 6.2 All payments authorised.
- 6.3 Fire Doors pending
- 6.4 Community Ownership Scheme pending.
- 6.5 Town Hall flagpole ongoing
- 6.6 Quote re new pole for SAM2 placed in budget.
- 6.7 Street light electrical testing will be completed by the end of November.
- 6.8 Legionella report waiting on quotes
- 6.9 New laptop set up.
- 6.10 Parish Partnership reply from Highways.
- 6.11 Safe in office.
- 6.12 Charity/Council course attended.
- 6.14 Emailed EE re new mobile phone contract.

07 Amenities

- 7.1 Update on Millside's weekly playground inspections and to consider and agree any actions. (PH)
- 7.2 To consider and agree if to take over a piece of land at Weavers Way.
- 7.3 Update on Parish Partnership and to consider and agree any actions.
- 7.4 To consider and agree planning application PF/24/2183
Proposal: Conversion of storage building (Class B8) to single dwelling (Class C3) with single storey extension and associated external alterations (self-build)
Location: Horse Barns, Wayford Road, Stalham, Norfolk

08 Finance & General Purposes Committee

- 8.1 To consider and agree Octobers' reconciliations of bank accounts.
- 8.2 To consider and agree November's payments.
- 8.3 To consider and agree the budget for 2025/2026
- 8.4 To consider and agree the Precept for 2025/2026
- 8.5 To consider and agree the Earmarked Reserves for 2025/2026.
- 8.6 To consider and agree a grant application from the Broadland Model Railway Club.
- 8.7 To consider and agree where the Christmas Quiz money will go.(PH)
- 8.8 To consider and agree for the Clerk to have Councils credit card(CS)

09 Training

10 Policies, Documents and Communications.

- 10.1 To consider the meeting dates for 2025.
- 10.2 To consider the Terms of Reference for the Stalham Town Action Group.
- 10.3 To consider and agree Councils response to NNDCs reply regarding the Toilets in Stalham.
- 10.4 To consider and agree if to support the Towns Team in an admin capacity.(KB)
- 10.5 To consider and agree if to donate Christmas Cakes to Sydney House.(KB)

11 Events

- 11.1 Update on the Beer Festival and to consider and agree any actions.
- 11.2 To consider and agree the events for 2025.
- 11.3 Update on the Town's Christmas Tree and to consider and agree any actions.
- 11.4 To consider and agree if to hold an open gardens next year.(PH)
- 11.5 To consider and agree if to decorate the outside of the Town Hall for Christmas.(KB)

12 To Report any other business.

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council.

- 12.1. Delegation of Powers for:

13 Correspondence

To consider correspondence received by the Council and agree responses thereto.

14 Date of Next Meeting

- 14.1 To confirm that the date of the next Meeting of the Town Council will be on the 13th January 2025 at 7pm at the Town Hall.