

MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 11th NOVEMBER 2024 AT THE TOWN HALL.

Present: Cllrs: M Green (Vice Chair) Cllrs:, S Toone, M Taylor, M Willoughby,
C Scrivner, P Hanton, P Wilmshurst and R Wilmshurst.

Members of Public: – 2

Clerk: D.Joy

MINUTES

The Chair informed members the meeting was being recorded.

01 Apologies for Absence

Cllr Hood – unwell

Cllr McGeary - away

Cllr Bayes - away

The motion was proposed,

Members **AGREED** Councillors 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)

None

03 Minutes of Previous Meetings

3.1 To agree and sign the minutes from the Full Council Meeting on the 21st October 2024.

The motion was proposed,

Members **AGREED** the minutes from the Full Council Meeting on the 21st October 2024.

The Chair signed the minutes.

3.2 To adopt the minutes from the Amenities Meeting on the 4th November 2024.

The motion was proposed,

Members **AGREED** 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.

The motion was proposed,

Members **AGREED** to adopt the minutes from the Employment Meeting on the 21st October 2024.

04 **Mayors Report**

I am pleased to confirm the appointment of our new clerk, Doreen. Who was appointed after a successful recruitment process. Since Doreen was appointed as our locum clerk, she has shown dedication and commitment to Stalham that has reflected the council's ambitions to raise the profile of our town and engage with the residents and communities we serve.

Litter picking, 3 further litter picks have taken place this month with significant litter collected from Moor Road Sutton through to Baptist Chapel Stalham. Many thanks to members of the public, councillors and their partners who supported the organised litter picks.

Remembrance Sunday, Heartfelt thanks to Paul Dale and Stalham Town Royal British Legion and our Clerk Doreen for organising the event. I would particularly like to thank the community organisations that took part in the very important event. A special mention must go to the 901 Cadet Troop who were an absolute credit to their families and Stalham. Many thanks to the RBL for providing a lovely buffet at the Swan after the service.

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.

The motion was proposed,

Members **AGREED** to adjourn the meeting to allow all members of the public present to speak.

A member of the public commented on item 7.2

County Councillor Dixon gave his report.

The motion was proposed,

Members **AGREED** to resume the 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.
Cllr Hanton reported that all was well with Millside.
No action required.
- 7.2 To consider and agree if to take over a piece of land at Weavers Way
The motion was proposed,
Members **AGREED** to a site visit with the owner of this land.
- 7.3 Update on Parish Partnership and to consider and agree any actions.
The motion was proposed,
Members **AGREED** the following:
A. To ask if NCC will be placing in a zebra crossing at the new SEND facility on Brumstead Road.
If NCC are not placing a zebra crossing at the new SEND facility, then to send this proposal in the next round of Parish Partnerships’.
B. To ask Councillor Dixon if he can fund a drop kerb at Sydney House.
If he is unable to fund this scheme, then to use this proposal in this years Paish Partnership.
- 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
The motion was proposed,
Members **AGREED** to “no objection no comment” on this application.

08 Finance & General Purposes Committee

- 8.1 To consider and agree Octobers’ reconciliations of bank accounts.
The motion was proposed,
Members **AGREED** Octobers’ reconciliations of bank accounts.
- 8.2 To consider and agree November’s payments.
The motion was proposed,
Members **AGREED** November’s payments.
- 8.3 To consider and agree the budget for 2025/2026.
Cllr Scrivner informed members that at the budget meeting it had been highlighted that Council must keep its budget this year as their general reserves have been depleted by 50%.
The motion was proposed,
Members **AGREED** the budget of £219,440.00 for 2025-2026.
- 8.4 To consider and agree the Precept for 2025/2026
The motion was proposed,
Members **AGREED** the Precept of £200,000.00 for 2025-2026.
- 8.5 To consider and agree the Earmarked Reserves for 2025/2026.
The motion was proposed,
Members **AGREED** the earmarked reserves of £95,540.00.
- 8.6 To consider and agree a grant application from the Broadland Model Railway Club.
The motion was proposed,
Members **AGREED** for £200 of the Christmas Quiz money to go to Broadland Model Railway.
- 8.7 To consider and agree where the Christmas Quiz money will go.
The motion was proposed,
Members **AGREED** that any amount over the £200 for Broadland Railway would be split between the library and the Mens Shed.

- 8.8 To consider and agree for the Clerk to have Councils credit card.
The motion was proposed,
Members **AGREED** for the Clerk to have Councils credit card.

09 Training
None

10 Policies, Documents and Communications.

- 10.1 To consider the meeting dates for 2025.
The motion was proposed,
Members **AGREED** the meeting dates for 2025.
- 10.2 To consider the Terms of Reference for the Stalham Town Action Group.
The motion was proposed,
Members **AGREED** 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.
The motion was proposed,
Members **AGREED** the following:
A. For the Clerk to arrange a meeting between members and NNDC to try and resolve this issue, and then report back to Council.
B. To encourage members of the public to attend the Scrutiny meeting.
- 10.4 To consider and agree if to support the Towns Team in an admin capacity.
The motion was proposed,
Members **AGREED** to find out more information on this role, hours etc, and see if Council can find a volunteer to take on this role.
- 10.5 To consider and agree if to donate Christmas Cakes to Sydney House.
The motion was proposed,
Members **AGREED** to donate Christmas Cakes to Sydney House.

11 Events

- 11.1 Update on the Beer Festival and to consider and agree any actions.
The motion was proposed,
Members **AGREED** to defer this til January's meeting.
- 11.2 To consider and agree the events for 2025.
The motion was proposed,
Members **AGREED** the following:
A. VE Day and for the Clerk to start arrangements.
B. To the Artisan Market and for the Clerk to start arrangements.
C. To defer the 101 Years at the Rec until the Events working Group meeting, as no money has been allocated for this in the budget.
D. To hold a events meeting before Full Council in January.
- 11.3 Update on the Town's Christmas Tree and to consider and agree any actions.
The meeting was informed that a member of the public had offered to cover the cost for the Towns Tree this year.
- 11.4 To consider and agree if to hold an open garden next year.
Cllr Hanton informed the meeting this would help raise money for a good cause.
The motion was proposed,
Members **AGREED** to hold an open garden next year.
- 11.5 To consider and agree if to decorate the outside of the Town Hall for Christmas.
The motion was proposed,
Members **AGREED** to decorate the outside of the Town Hall for Christmas at minimal cost.

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: None

Cllr Green asked for a Community Taxi (Accessible) scheme on the next agenda. Cllr Scrivner asked if the Council could ask NCC to supply public toilets as part of their SEND facility.

Cllr Taylor informed the meeting that he had met with Stalham in Bloom about the planting project at the Staithe.

The Clerk informed the meeting that a grant application she had put in on behalf of Council had been accepted resulting in a grant of £7500 for new LED lanterns.

The Clerk also informed the meeting that she has saved £322.68 on Councils mobile phone bill for the new financial year and claimed a refund of £204.00 for poor delivery of Councils safe.

13 Correspondence

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

13.1 An email from NNDC regarding the local plan.

Cllr Taylor informed members, they must respond to this consultation.

13.2 A request form the Norfolk Community Law Service for funding.

Members **AGREED** to ask how many people they have helped in Stalham and if applicable to apply for a grant in the new year.

13.3 A request form a Girl Guide in Potter Heigham for funding.

Members **AGREED** this was not feasible at this time.

13.4 An email from a resident regarding the streetlights on Ingham Road.

Members **AGREED** to respond to the resident stating

a. Council already checks the lights.

b. Council would arrange for the foliage to be cut back.

c. To contact NCC regarding more lights along this route.

d. To inform him of SNAP meetings so he can raise his concerns directly to the Police.

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.

MEETING CLOSED: 21:22pm

CHAIR: _____

DATE: _____

