



Redenhall with Harleston Town Council

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Minutes of a meeting of Redenhall with Harleston Town Council held at Harleston Leisure Centre On Wednesday 9th November 2016

Present: Councillors – Barry Woods, Frances Bickley, Mark Betts, Adrian Brownsea, Ian Broughton, Matthew Goodswen, John Marjoram, Simon Marjoram, Martin Roberts and Greg Rose

Also Present: District Councillors Jeremy Savage, Brian Riches, Lynda Ling (Clerk). One member of public was present, one reporter from the local press and one officer from South Norfolk Council

- 1. Welcome** – Councillor Woods welcomed those present to the meeting
- 2. Apologies** - Apologies were received and accepted from Councillor Sandy Nicholson and County Councillor Martin Wilby.
- 3. Declarations of pecuniary and other interests** – None
- 4. Previous Minutes** – The minutes from the Town Council meeting held on Wednesday 12th October 2016, and the draft minutes from the Recreation Committee Wednesday 5th October 2016, and draft minutes from the Planning Committee Wednesday 26th October were noted.

Councillor S. Marjoram asked why the minutes omitted to include from Item 9, the fact that the chairman had received three complaints from members of the public on the previous meeting's decision not to pay £5000.00 towards the road and traffic feasibility study. The chairman agreed that these should be included. An omission of Councillor Bickley's name from the recorded vote was also acknowledged. These two items to be added to the minutes.

Agreement subject to the above changes, was proposed by Councillor Goodswen and seconded by Councillor Bickley

7 AGREED

2 ABSTAINED

- 5. Matters arising from previous minutes** – None

The meeting was adjourned for public participation at 7.09pm and reconvened at 7.14pm

The member of public present spoke of his anger at the amount of money that has been spent on the new toilets and asked why the residents of the town were not consulted. The chairman responded that originally SNC had approached the town council with the proposal to upgrade the public conveniences, and went on to suggest that the gentleman approach SNC to give his views on them. Councillor Brownsea pointed out that two district councillors were present at the meeting.

6. Police, District and County Councillor's reports –

Police – The chairman read out the following:- 16 crimes for October 2016 was reported. Thefts – 6, Assaults – 3, Criminal damage – 5, and public order offences – 2.

There was an isolated incident approximately two weeks ago in which a stabbing occurred outside the Swan Hotel. As suspect has been arrested in connection with the incident and is currently being remanded in custody. The victim fortunately did not suffer fatal injuries and is expected to make a full recovery.

District Councillor Savage read out his report which included:-

- An update on devolution – A meeting is to take place at South Norfolk Council at the end of November, a public consultation will follow. As Suffolk has already agreed to go ahead, it is envisaged that problems will occur in the Waveney Valley if Norfolk decides not to. Agreement to devolution will bring extra finance into the area for up to 30 years

County Councillor Martin Wilby's report (read out by the Chairman) which included:-

- Information on Ash die back across the county
- Norfolk has been given a high ranking for resident's satisfaction with highways and transport services.
- A countywide crackdown on blue badge fraud is hoped to make life easier for disabled drivers.
- Helping vulnerable people in Norfolk 'Stay well this Winter'
- Norfolk magazine has been delivered to every household across the county

7. Chairman's report – Councillor Woods asked members to consider any last minute budget considerations they wished to put forward. Proposals have already been received from the Recreation Committee, Gym and Christmas Lights Group.

Councillor J. Marjoram asked the chairman why information regarding the problems encountered regarding a lack of a Christmas tree was put on social media. The chairman responded that the Grapevine deadline had been narrowly missed and other important information needed to be given to residents. The clerk explained the problems encountered this year with lack of volunteers for the Christmas tree and lights. As a result of the information getting out in the public arena, volunteers had now come forward.

8. Discussion on advertising decals being put on the council van and agree any action – All agreed that this was a good idea subject to ensuring it wouldn't affect the insurance, that town council information was also included and the proposed wording was checked. The cost is £169.00 excluding VAT. Agreement proposed by Councillor J Marjoram and seconded by Councillor Bickley. **ALL AGREED**

9. Discussion on the nomination (continued) of Norman Hart as Trustee for the Redenhall with Harleston Relief in Need Charity and agree any action – Agreement for Norman Hart to continue as trustee was proposed by Councillor S Marjoram and seconded by Councillor Rose **ALL AGREED**

10. Discussion on the LCAS Membership Renewal at a cost of £114 and agree any action – This membership was not renewed last year and members agreed not to renew it again this year. Proposed by Councillor Rose and seconded by Councillor Betts. **ALL AGREED**

11. Consideration on the allocation of grants as recommended by the finance committee and agree any necessary action

- **Harleston Information Plus** - £6000 requested – the finance committee have asked for further information to be provided by HIP and this will be looked at again at the next meeting.
- **Harleston & Waveney Festival** - £1000 requested – Members were also reminded that the council do not charge the festival for the use of the Recreation Grounds. In view of this Councillor Goodswen proposed a grant of £500 which was seconded by Councillor Broughton. **ALL AGREED**
- **Waveney Foodbank** - £500 requested – the finance committee suggested inviting the funding manager to the next meeting of the committee for further information
- **CAB** - £600 requested – Agreement to £600 grant was proposed by Councillor Betts and seconded by Councillor Rose. **ALL AGREED**
- **Harleston & District Historical Society** - £520 requested – Agreement to £520 grant was proposed by Councillor Goodswen and seconded by Councillor Betts **ALL AGREED**
- **Waveney Valley Community Archaeology Group** - £650 requested – Agreement to request more information from the group was agreed with a nominal amount of £300 being suggested
- **Harleston Senior Section Girlguiding UK** - £400 requested – Agreement to £400 grant was proposed by Councillor Brownsea and seconded by Councillor Broughton. **ALL AGREED**

12. Update on the Sports Hub concept and agree any action – The chairman informed members that now that the confidentiality agreement with SNC had lapsed, this matter can now be discussed in a public arena and a decision could be taken on whether the town council wished SNC to take over the running of the gym. A feasibility study had previously been conducted and confidential reports had been given to councillors to make their comments on the proposal, and after months of deliberation it was generally felt that it would not be in the best interests of Harleston to agree with the proposal as the gym is considered a valuable community facility locally. Agreement to not progress the offer was proposed by Councillor Goodswen and seconded by Councillor Betts. **8 AGREED**
1 ABSTAINED

13. Update on the new toilet block and agree any action – The chairman informed members that an offer had been made by SNC to refurbish the old toilet block and remove the new toilets subject to the town council taking on a long term lease. This would require further consultation with SNC and a satisfactory lease agreement. Councillor Goodswen proposed agreement in principle to entering into a lease (subject to conditions) which was seconded by Councillor Betts. **ALL AGREED**

14. Update on the SNC car parks and agree any action – The chairman informed members that SNC have been re-evaluating their holdings and have indicated that they will take back control of the two car parks in Harleston and introduce car parking charges with the first hour being free. A suggestion was made by SNC that the town council may wish to consider paying for a second free hour at a cost of over £15,000 pa.

Standing orders were suspended at 8.02pm and reconvened at 8.09pm

Councillor Savage informed council that he knew less than the town council and didn't know what the exact proposals were. Councillor Brownsea commented that it was sad that the

two district councillors did not have the information, and how free car parking was part of the character of the town, and suggested that the car parking issue may be something the district councillors may wish to call in to the Scrutiny Committee for investigation. After further discussion, the chairman asked councillors if the town council wished to pay for a second free hour. Councillor Roberts proposed that the council should not pay for a second free hour which was seconded by Councillor S. Marjoram. **ALL AGREED**

15. To receive reports from working groups

Environment Working Group - Councillor Bickley informed the members that no meeting took place this month due to no business to transact.

Communications Working Group – No meeting has taken place however the new servers, routers and laptops are expected to be delivered next week

Development Working Group – No meeting has taken place, however the development working group will meet to discuss the proposal on offer for the old and new toilet blocks

Standing Order Working Group – No meeting has taken place

16. To receive reports from Committees and note their decisions and where appropriate agree any action -

Recreation Committee – Councillor Goodswen reported that

- Work on the social room ceiling will be started in the near future.
- Wording has been agreed on the signage for the Recreation Ground and prices could now be sought
- Concerns had been received that members of the public were having to enter the grounds via the vehicle access to avoid walking on wet, muddy and slippery ground. It was agreed that Councillor Rose and the Operations Manager would meet to discuss the specification and quotes be obtained.

Planning Committee – Councillor Betts reported that four applications had been considered which included 3 wall mounted signs for The Cherry Tree on London Road, and change of use for 9 Broad Street to food sales – waffles and milkshakes

Finance Committee – Councillor Woods reported that the Finance Committee were working on the budget and some submissions for consideration had been received. Councillor Brownsea requested members to suggest ways to increase the income as well as expenditure.

17. To receive reports from town councillors (for information only) –

Councillor Brownsea – Reported leaves on the road into the recreation ground causing a blockage, and the London Road lighting column recently repaired, was now lit all day.

Councillor Bickley – Reported two successful Dementia Friendly sessions with a drop in session at The Swan's Piano Bar being planned

Councillor S. Marjoram – Reported that a lighting column on Herolf Way was out and need attention.

18. To receive the Clerk's report (for information only) – The Clerk reported the following:-

- **Rotary** – John Archer made a request on behalf of Rotary to plant some crocuses in the War Memorial garden, which councillors agreed. Rotary have been informed of potential works next year which may disturb the bulbs, however they would be

relocated in the immediate area. Thanks have been received from Rotary to the council.

- **Meetings attended – Harleston Future Town Team Meeting** – The following items were discussed:-

Car park update – Negotiations in place between town council and South Norfolk Council. Harleston's lease is due for renewal September 2017.

Funding - SNC have confirmed in writing that the funding requested for 2016/17 of £12,336 has been awarded to HF

Events Team – Waveney Food Festival – A Taste of Harleston was the last activity of the festival, which was quite well attended. The Saturday was very good and well received but the week leading to the market was quiet.

Wellbeing Team – All going well within the group and the cinema screening are still successful with the matinees proving more popular.

Environment Team – Hearts and minds and the Road Safety Campaign continuing in to 2017, highlighting speed awareness and greenery.

Car park direction signs – SNC awaiting delivery

Four Town Team Meeting - Next meeting to be held in Harleston. Diss, Loddon and Wymondham will be in attendance.

- **Budget Training** – The offer of a refund has been received from LCPAS and councillors agreed to ask for the refund.
- **Remembrance Parade** – All arrangements are in place with the road closure taking place from 10.30am – 11.30am. A rolling road closure will be in force down The Thoroughfare, however Broad Street will be closed to traffic for approximately 45 minutes. The town council wreath is on display in Browne's the Butchers window along with other organisations wreaths.
- **Request from the police** – The local police beat manager, PC Andy Baker has asked if the police could have some space on the market place on Wednesday 30th November to hold a 'street surgery'. A conversation is taking place between the Operations Manager and the Chair of the EWG on this subject. *Councillors agreed this should be approved and no charge levied for a market stall siting.*
- **Towns Alive** – Confirmation has been received that the winding up of the affairs for Action for Market Towns has been concluded. If anyone would like to view the information, the office is holding the log-in and password so the document can be viewed (and downloaded) on line for the next three months
- **Christmas Quiz Night** – The gym staff have asked if they can have a staff and members quiz night upstairs in the social room with the possibility of having the football club run a bar. The suggested date is Friday 2nd December. *Members agreed that this was acceptable provided suitable precautions were taken for the security of the building.*
- **Christmas Market and Switch-on event** - Taking place on Saturday 3rd December, with stalls open from 9.30am in the morning until 5.30pm in the evening. The Thoroughfare will be closed from 3pm until around 6.30pm (the closures have been approved by Norfolk County Council) and further stalls have been invited to come and set up in The Thoroughfare free of charge. I have suggested that it could be a good opportunity for the gym to get some free advertising if there is staff willing to do it, and with the New Year just round the corner (and the gym's busiest time for new memberships) it is free promotion of our facility. *Councillors were happy for gym staff to participate.*

- **Community Room** – South Norfolk Council Electoral Services have shown an interest in using the Community Room for any elections in the future (one coming up in May 2017). The suggestion to use the Leisure Centre for this purpose will be put forward to a Cabinet Meeting later on this month and SNC will let us know the outcome. SNC have been informed that they will be charged the current rate of £12 per hour.
The gym has also received a request from the Adult Education Service to book the room from January to May (excluding school holiday periods) to hold an IT course. This will generate an income of around £576 plus tea and coffee monies.
- **Park Radio** – A request has been received from Chris Moyses of Park Radio to use the council side of the car park to park their trailer on Saturday 12th November (outside Bullock Fair Charity Shop). This is to promote their Aviva funding bid and also to promote the Christmas lights switch-on. *Councillors agreed to this request*
- **SLCC** – The annual subscription has arrived in the last few days from the Society of Local Council Clerks for £260, too late to put on the agenda for discussion, however, as I am also clerk to Earsham PC, the cost is proportionately split between the two councils so Earsham PC will be invoiced for £88. *Agreement to this proposal was proposed by Councillor Betts and seconded by Councillor Bickley – all other members agreed*
- **December Town Council meeting** – After the December town council meeting has ended, councillors are invited to come downstairs to the clerk's office for a festive mince pie and a drink. Please let me know if you wish to attend.

19. To approve items of expenditure invoiced since the September 2016 meeting and note balances. –

Expenditure total – Payments for TC £7656.07 and Recreation £4264.24. Payments already made TC £6906.00 and Recreation £10485.92

Agreement proposed by Councillor J Marjoram and seconded by Councillor S Marjoram -
ALL AGREED

Balances in bank accounts as at 9th November 2016

Red with Harleston T CIAS	£1,674.20
Community Account	£10,702.98
Base Rate Account	£25,000.00
Higher Rate Account	£543,077.19

20. To be informed of significant correspondence and agree any action (list as circulated) – None

The meeting was adjourned at 8.45pm and reconvened at 8.46pm for public participation

The member of public present commented that as South Norfolk Council made the mistake of installing unfit for use toilets at great cost, then Harleston residents should be reimbursed.

21. To confirm the date of the next meeting – Wednesday 14th December 2016 at 7.00pm at the Harleston Leisure Centre.

Signed

Date

The meeting was closed at 8.47pm