



Redenhall with Harleston Town Council

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Memorial Leisure Centre
Wilderness Lane
Harleston
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Minutes of a meeting of Redenhall with Harleston Town Council held at Harleston Leisure Centre On Wednesday 14th September 2016

Present: Councillors – Frances Bickley (Chair for this meeting), Mark Betts, Adrian Brownsea, Matthew Goodswen, John Marjoram, Simon Marjoram, Sandy Nicholson, Martin Roberts and Greg Rose

Also Present: District Councillors Jeremy Savage, Brian Riches, Lynda Ling (Clerk and minute taker). No members of public were present.

- 1. Welcome** – Councillor Bickley welcomed those present to the meeting
- 2. Apologies** - Apologies were received and accepted from Councillor Barry Woods 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 10th August 2016 were approved and the draft minutes from the following were noted:-

Recreation Committee (Wednesday 3rd August 2016)
Personnel Committee (23rd August 2016)
Personnel Committee minutes (6th September 2016)
Finance Committee (6th September 2016)
Planning Committee (Wednesday 7th September 2016)

Agreement was proposed by Councillor Goodswen and seconded by Councillor Betts.

ALL AGREED

- 5. Matters arising from previous minutes** – Councillor Bickley reported the following:-
 - The pedestrian crossing in Budgens car park has now been repainted, however the broken bollard could not be repaired as a car had parked in front of the damaged area.
 - The floodlights have now been installed on the front of the building
 - The churchyard vegetation has been cut back by South Norfolk Council, however, the cut grass was left lying on the ground and SNC were asked to go back and clear it up. A member of the maintenance team tidied up the public footpath which goes through the churchyard and the area leading into the council owned cemetery.
- 6. Police, District and County Councillor's reports** – Councillor Bickley read out a report which had been provided by Inspector Jason Selvarajah of the Norfolk Constabulary:-
 - A new Beat Manager for Harleston has been appointed – PC Heather Field who will take up her post in January after maternity leave. A temporary Beat Manager has

been appointed in the interim – PC Andy Baker. PCSO Pete Williamson remains based in Harleston

- The Inspector's priorities are to improve visibility of policing, support rural communities and improve road safety. Any local queries can be directed via SNTHarleston@norfolk.pnn.police
- **Crime from 1st September in and around Harleston –**
1 x burglary (non- dwelling) at the bowls club. This is believed to be part of a series of offences across Norfolk and Suffolk. There is a policing operation in place but everyone is urged to be vigilant and report suspicious activity around social clubs, village halls etc- undetected.
There have been two shoplifting (theft) offences relating to a child stealing sweets from a shop- detected.
A wheelie bin has been stolen- undetected.
Hate related public order offence- under investigation.
- **Crime patterns in South Norfolk** - Tools are being stolen from vehicles, sheds and garages. Again vigilance is required.
- **What has happened in Harleston** - attended 5 emergency calls, attended 10 priority calls, attended 10 scheduled calls, called on 11 occasions which are non-police related matters and no attendance was required (Make the right call) and attended 2 diary appointments

District Councillor Savage read out his report which included:-

- Concerns on the entrance to Love Lane being blocked by cars on London Road
- Problems with the internet being very slow every morning and afternoon which has been a problem since early August

Councillor Brownsea commented that the local MP Richard Bacon should be sent a letter about the poor BT performance in this area. Councillor John Marjoram commented on the disabled toilet being closed due to vandalism.

County Councillor Martin Wilby's report was read out by Councillor Bickley:-

- Congratulations to Norfolk students on recent A-Level and GCSE results
- NCC's libraries have launched Spydus Mobile, a free app that residents can download onto their smartphone or tablet to access library services and manage their membership at any time.
- A photographic exhibition has been installed at Diss Railway Station which is part of a project partnership between Abellio, NCC, SNC, Diss Town Council and the Waveney Valley Towns Team.
- Devolution update – There have been 11,000 responses from the public consultation which shows a majority of respondents generally in favour of the devolution proposals, however concern has been raised about the proposal of a May for the combined authority of Norfolk and Suffolk. A NCC meeting on November 3rd will decide on whether to proceed or not.
- Good luck to Robin Twigge and Frances Hopkins with their new Swift Piano Bar at The Swan Hotel.

7. Chairman's report – Councillor Bickley read out a report giving some background on dementia, facts and figures the Harleston & District Dementia Friendly Community Group and spoke of the upcoming launch on 10th October 2016 at The Sancroft Centre, Archbishop Sancroft High School at 6.30pm

8. Consideration of the Norfolk County Council proposed Traffic Management Feasibility Study (as discussed by the Environment Working Group), cost and any agreed action – Councillor Bickley gave members an in depth report on the background of how this report came about, as well as a precis of previous council decisions and work which had been done by other organisations. The feasibility study was received last month from NCC, following an article in the Harleston Mercury, which stated that Harleston Town Council would contribute £5,000 towards the study.

Councillor John Marjoram suggested that to combat some of the issues highlighted in the report, that there should be more of a police presence in the town to catch people who park inappropriately and cause traffic hold-ups, another concern raised was the increased traffic which would be directed around the Weavers Croft/Paddock Road area towards the back of Budgens. Councillor Brownsea stated that the Have Your Say campaign six years ago did not flag up any major concerns regarding traffic in the town, and that NCC cannot expect a decision within a few weeks and, in addition, this was not in the current budget. Councillor Simon Marjoram felt that people's way of thinking needed to be changed, and that people could reduce traffic in the town by walking more rather than making unnecessary car journeys. After a lengthy discussion it was suggested by Councillor Brownsea that the document needs further discussion and that it should be included on the Environment Working Group agenda next month. Councillor John Marjoram proposed not paying £5,000 to Norfolk County Council, which was seconded by Councillor Simon Marjoram.

**6 AGREED
2 ABSTAINED
1 DISAGREED**

9. To discuss and agree adding extra councillors to the Development Working Group - Following discussion, Councillor Brownsea agreed to act as an additional representative of the group.

10. To note the Norfolk County Council Market Fair Scheme as discussed by the EWG – This item was noted.

11. Consideration of a replacement councillor to the Personnel Committee and any agreed action – Following discussion, Councillor Sandy Nicholson agreed to act as the replacement councillor on this committee.

12. Discussion on whether the town council meetings should be moved to the third Wednesday of the month and any agreed action – After a short discussion, it was agreed that this was acceptable and would commence in January 2017. Agreement proposed by Councillor J. Marjoram and seconded by Councillor Roberts. **ALL AGREED**

13. To note receipt of the external audit certificate from Mazars – Councillor Bickley informed members that this had been returned without any comment other to say that the annual return is in accordance with proper practices.

14. Discussion on a contribution towards the resurfacing of the tennis courts as recommended by the Finance Committee and any agreed action – This matter had been discussed at length by the Finance Committee and agreed that if acceptable to South Norfolk Council, the council should apply for £5,000 from the Section 106 monies currently being held on our behalf. Agreement was proposed by Councillor Goodswen and seconded by Councillor Rose. **ALL AGREED**

15. To formally advise members of committee's to consider any expenditure they may wish to put forward for inclusion in next year's budget – Noted by councillors

16. To receive reports from working groups and agree any action –

Environment Working Group - Councillor Bickley informed the members that items for discussion at the EWG had included the Traffic Feasibility Study, an update on the cemetery plans, allotment tenancies and the poppy day appeal.

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

Recreation Committee –

- The floodlighting has now been completed and quotes for the refurbishment of the social room ceiling and electrics are now being received.

Planning Committee –

- Councillor Betts reported that the application for the service station refit had been received. Councillor Brownsea commented that better entry and exit signage should be made clear as part of the navigation of the site. An application for The Broken Egg has also been received for illuminated signage.

Finance Committee -

- Councillor Betts reported that a report showing the income and expenditure had been received at the Finance Committee meeting

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

Councillor J Marjoram – Reported that the footpath from Needham Road to The Common was overgrown and needed cutting back. The clerk confirmed that she would report it to NCC
Action – clerk

Councillor Betts – Reported that the laptop in the office was up and running again and that a new router was being set up the next day. He would monitor any ongoing issues. Councillor Bickley expressed thanks to Councillor Betts for all his work on the IT issues and for creating a new website for the council.

Councillor Brownsea – Spoke of the ongoing problems with office equipment and the extra time worked to make up for the time office staff are unable to access the internet.

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

- **Remembrance Parade – Sunday 13th November 2016** – Only one quote has been received from TMO Highways for the road closure, they did this road closure last year and has always done the Christmas Lights switch-on closures. The cost from them is £265 + VAT. No response from the other two traffic firms has been received. (Mervyn Lambert and Avery Traffic)
- **Budget Training** – Just a reminder about the budget training at 10am on Saturday 8th October, this will be for approximately 2 hours. Depending on numbers attending, details of whether it will be held in the social room or clerk's office will be sent out at a later date.
- **Sports Hub Report** – An email was sent out recently inviting councillors to come into the office to read through the comments and thoughts of fellow councillors in regard to the Sports Hub concept. This item will be on the agenda for October, so if anyone would like to come in to read the papers, the offer is still there.
- **Dig on the Recreation Grounds** – Thanks have formally been given to Harleston Town Council for giving the Waveney Valley Archaeological Group permission to dig the spigot mortar pit on the Recreation Grounds. Thanks were extended to council

staff for their help and also Steve Cox for all his efforts, which were much appreciated.

This was in its own small way quite an important dig, and they learnt a lot about Harleston's history during the Second World War more than seventy years ago. Professor Robert Liddiard of the University of East Anglia, who helped with the dig, wrote

"The excavation at Harleston is a welcome opportunity not only to learn more about the town's history, but to advance our understanding of Britain's wartime home defences more generally."

- **Car Parking contribution – Pulham Market Parish Council** – Letter has been received explaining why the parish council will not be contributing to free car parking, primarily due to its own budgetary constraints and the cost of maintaining its own free car park in the centre of the village.
- **PC Jim Squires – Harleston Beat Manager** – As most of you will be aware, PC Jim Squires has been on sick leave after donating a kidney to his young son, and it has been decided that he will not be returning to a front line role, due to the risks to his own health and well-being. Jim has thanked everyone for the support, advice and assistance over the last two and half years and wishes everyone well for the future. A successor will be announced in due course.
- **Dementia Event** – Just a reminder about the reception being held on the 10th October at ASHS (Chairman's report)
- **Harleston's Future** – FYI – the Annual General Meeting of HF is to be held at The Swan Hotel on Monday 26th September 2016 from 7pm. All welcome.

28. To approve items of expenditure invoiced since the August 2016 meeting and note balances. –

Expenditure total – Payments for TC £39,802.22 and Recreation £3,572.89. Payments already made TC £7,552.95 and Recreation £2,900.44

Agreement proposed by Councillor J. Marjoram and seconded by Councillor Goodswen -
ALL AGREED

Balances in bank accounts as at 14th September 2016

Red with Harleston T CIAS	£5.43
Community Account	£56,335.00
Base Rate Account	£5,000.00
Higher Rate Account	£453,077.19

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

30. To confirm the date of the next meeting – Wednesday 12th October 2016 at 7.00pm at the Harleston Leisure Centre.

Signed

Date

The meeting was closed at 8.43pm