



Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling
Chairman: Mr B. Woods

Minutes of a meeting of Redenhall with Harleston Town Council Held at Harleston Leisure Centre On Wednesday 18th January 2017

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: County Councillor Martin Wilby, District Councillor Jeremy Savage, District Councillor Brian Riches, Lynda Ling (Clerk), Tina Page (Office Administrator), Norman Hart and Ian Carstairs.

- 1. Welcome** – Councillor Woods welcomed those present at the meeting.
- 2. Apologies** – Councillor Nicholson was absent from the meeting but had sent her apologies via email which was not picked up in time for the meeting.
- 3. Declarations of pecuniary and other interests** – None were declared
- 4. To approve the minutes of the meetings held on Wednesday 14th December 2016 and note the draft minutes from the Recreation Committee (Wednesday 7th December 2016), Planning Committee (Tuesday 3rd January 2017 and Tuesday 10th January 2017), and Finance Committee (Tuesday 6th December 2016 and Tuesday 10th January 2017).** Some amendments were noted, Councillor Goodswen mentioned that item 10, where he proposed that the precept and the budget was to be treated separately. District Councillor Jeremy Savage had sent his apologies prior to the meeting, but this was not noted. Proposed by Councillor Betts to approve the amended minutes, Seconded by Councillor Roberts.

**8 AGREED
1 DISAGREED**

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

The meeting was adjourned at 7.06pm for public participation and reconvened at 7.07pm

- 6. Police, District and County Councillor's reports** – Councillor Woods reported that PC Baker could not attend the meeting, The statistics were read out for Harleston, Earsham and Beck Vale which totalled 26 in all -

ASB	2
Bicycle Theft	1
Burglary in a dwelling	1
Burglary non-dwelling	4

Criminal Damage	7
Domestic	6
Public fear, alarm or distress	3
Theft from a vehicle	1
Theft or unauthorised taking of a motor vehicle	1

Councillor Brownsea reported that there had been no meetings held with the police recently.

County Councillor Wilby reported the following:

- South Norfolk Council has a new website. The recycling site will be up and live in Spring. There are re-use shops where we are able to sell goods, ¼ goes to Charity.
- The gritting teams have been out every day, they work with a detailed weather forecast. They have 49/50 lorries covering 2000 miles taking approximately 3 hours to complete.
- The South Norfolk Council tax will increase by 4.8%, this decision will be made by 20th February 2017.

District Councillor Savage read out his report which comprises of:

- The Local Government Financial Statement for has come out worse than originally expected for South Norfolk. There will be a shortfall of £807,000 and with a prospective shortfall for the subsequent 2 years of £800,000 per year. Also money has been transferred from District Councils to County Councils to help with Adult Social Care which is becoming the responsibility of County Councils. The result of this is that whilst it was expected that a £3.00 rise in Council Tax would apply it is expected that South Norfolk will want between £4 and £5 rise in addition to improvement in income from other sources such as Dog Bins.
- Between 24th January and 27th January there will be a Peer Review of South Norfolk Council taking place. Commercialisation – how far has South Norfolk come in building a commercial ethos.
- He has arranged for his personal grant to give £500 to the Dementia Friendly Community and £500 to the scouts, which includes Guides, Brownies, Cubs and Beavers.
- He would like to congratulate the town on their Christmas decorations and wish Harleston success in 2017.

7. Chairman’s Report – The Chairman reported the following:

- The proposed refurbishment of the toilets. One of the potential sticking points is that in the disabled facility there is a floor which comprises two slightly different levels joined by a slight slope.
- With regard to the Development Working Group. Now that a decision has been made relating to South Norfolk council plans can go head for our facilities free from outside interference. In the near future the DWG will be convened to consider some of the ideas put forward already to consider the facilities offered by this Council.
- The clerk and the Chairman had a very positive meeting with Richard Crammer from Archbishop Sancroft High School with regard to future cooperation between this Council and the school. The school are keen that their under used facilities should be better used by the community, including the swimming pool.
- After further consideration it looks as though the planned feasibility study will be going ahead, notwithstanding the continuing saga of the car parks.

8. To discuss the council’s policy on confidentiality agreements and agree any action – As a result of recent events regarding confidential agreements, the chairman suggested that this Council should adopt a policy that confidentiality agreements should not be entered into without approval from

the whole Town Council. The proposal was to adopt a policy if confidentiality insisted on, agreement was proposed by Councillor Bickley and seconded by Councillor Betts **ALL AGREED**

9. Consideration of the purchase and use of audio equipment for significant external meetings as recommended by the Finance Committee and agree any action – There was a general discussion on two items

- The Finance Committee put forward a recommendation to purchase audio equipment for meetings with a ceiling cost of £300. Proposed by Councillor J Marjoram and seconded by Councillor Broughton **8 AGREED**
1 AGAINST
- That the audio equipment to be used in external meetings and the Town Council meetings. Proposed by Councillor Brownsea and seconded by Councillor J Marjoram **8 AGREED**
1 AGAINST

10. Consideration of the sale of items being held at the Apollo Club, and the potential to purchase goods that may be of use for the social club room and agree any action – The clerk reported that the sale of goods is on Saturday, unfortunately, despite a request for more information, it has not been forthcoming so far. It was agreed to give delegated authority for the purchase of items on the Town Council's behalf to the clerk (in particular items which may be of use for the future use of the social room and its hire to outside parties) and Cllr. Bickley with a limit of £500. Agreement was proposed by Councillor Broughton and seconded by Councillor Brownsea **8 AGREED**
1 AGAINST

11. To discuss the car parks and the remit of the steering group and agree any action – Councillor J Marjoram has a list of names of interested parties who have come forward to join the steering group and a meeting has been booked for 25th January. SNC have made it clear that they will talk only to Redenhall with Harleston Town Council. Councillor Woods confirmed that the remit of the steering group is to collect information and establish on accuracy of figures, there are no executive powers to hold meetings with others, but to consider all the facts for the continued use of the car parks. The Town Council is prepared to consider all the options involving the car parks only. Agreement was proposed by Councillor J Marjoram and seconded by Councillor Betts

ALL AGREED

12. Consideration of social room alterations (above the bar area) with a view to the renovation of the room to a good standard and agree any action – Councillor Woods reported that the original plans put forward by Andy Jackson did not include the bar area, however it would be more cost effective to consider the whole ceiling. This would come in at an extra cost of £926 + VAT. Unfortunately however, the bar area has asbestos in the artexing and under the Asbestos Regulations and Licences there is a need to take down and dispose of it properly through a qualified company, and it could be done before the ceiling improvements are started on 6th February 2017. The cost would be in the region of £2600 ex VAT. Agreement was proposed by Councillor J Marjoram and seconded by Councillor Betts **ALL AGREED**

13. Consideration to purchase the signage for the Recreation Ground as discussed by the Recreation Committee and recommended by the Finance Committee – It was reported that the cost would be £1,185 + VAT. Proposed by Councillor Goodswen and seconded by Councillor Broughton. **8 AGREED**
1 ABSTAIN

14. Consideration of use of social media by the Town Council as recommended by the Communications Working Group and agree any action - Councillor Betts reported that social media such as Facebook and Streetlife to be used for information purposes only, and any comments

should be referred to the Council. Further discussion ensued about starting a conversation on Streetlife by councillors, and it was agreed that the council/councillors should not respond to anything, other than for information only. It was proposed that a Facebook and Streetlife accounts be opened and Tina Page would administer them. Proposed by Councillor Rose and seconded by Councillor Roberts

ALL AGREED

**15. Reports from working groups and agree any action –
Communications Working Group –**

- PDQ machine in gym now configured for the internet at no extra cost.
- Static IP address being sourced to solve the email issues.
- CCTV - Councillors Betts and S Marjoram looking into this.
- Sophos software to replace Avast software.

Standing Orders Wording Group – There has been no meetings, but the remit is to review the outstanding policies.

16. Reports from committees and note their decisions and where appropriate agree any action –

Planning – Two meetings have been held at short notice which included:-

6 dwellings at **Tudor Rose Way** has been discussed, and while the Council has no real objections, there are concerns about the access through Tudor Rose Way.

6 x 1 bedroom flats in **Titlow Road** – agreed.

Demolition of boundary wall in **Candlers Lane** – deadline for comments was the 27th January, however the wall was being demolished on the 11th January 2017. The wall was being taken down due to safety reasons as it was in a poor condition, and there will be another wall built in its place.

Unit 5C, Mayflower Way, Harleston - Change of use from landscape gardening supplies to use Class B1 landscape gardening – this will create 40 jobs in the area.

Comments were made that SNC do not seem to send out letters to householders any more with regard to planning applications in their immediate area.

Standing orders was suspended 8.19 and reconvened at 8.21

District Councillor Riches replied that SNC do send out letters, but not as wide as they used too. He will also take the issue of the Swan Lane extension to the committee.

Finance Committee – The committee has discussed the budget and precept, they are now looking at the reserves, iron out any anomalies in the budget and to look at the replacement reserves

17. Reports from town councillors (for information only)

Councillor Bickley – Thanked District Councillor Savage for the contribution to Dementia Friendly, there are two sessions scheduled to be held at the Piano Bar in the Swan during February.

Councillor Betts – Thanked everyone that helped with the Christmas Lights this year.

Councillor S Marjoram – Asked why the clock tower lights were out, maintenance will be looking into this.

18. Clerk's report –

NCC – Norfolk Trails currently have over 1,200 miles of walks, cycle and bridleway routes across Norfolk and whilst they look to inspect the routes as often as possible. Norfolk Trails are looking for volunteers in this area to become 'Trail Rangers'. Their main role would be to walk a part of or all of a trail, depending on length, and fill in a simple report form advising if there are any or no issues.

Planning Application – some councillors may have seen that the wall in Candler Lane has been demolished this week. This work was part of a planning application which is still within its consultation period, however, SNC gave permission for the wall to be removed for health and safety reasons on the advice of a building surveyor. An application for a replacement wall is expected by SNC and will be forwarded to the town council in the usual manner.

Battle's Over – A Nation's Tribute – 11th November 2018 - In commemoration and remembrance of the end of the war and the many millions who were killed or came home dreadfully wounded, a chain of 1,000 beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories at 7pm on the 11th November 2018 – a century after the guns fell silent. So far, more than 320 town and parish councils have already confirmed their involvement, and will be lighting a beacon at 7pm on 11th November 2018, as part of their plans for this important anniversary that day.

The event will also commemorate the huge army of men and women on the home front who, often in dangerous and exhausting conditions, underpinned the war effort - keeping the wheels of industry turning, bringing the harvests home and ensuring the nation did not starve.

The beacons will symbolise the 'light of hope' that emerged from the darkness of war, and it is hoped that your council and local community will join in this important national commemoration on Sunday 11th November 2018, especially as the majority of people would have had a member of their family involved in this four year conflict, so will become a personal tribute in their memory. Information is available in the office on how to take part if members are interested.

19. Approval of items of expenditure invoiced since December 2016 and to note balances –

Expenditure total – Payments for TC - £6,227.73 and Recreation Committee - £6,717.21. Payments already made – TC £7,352.42 and Recreation - £9,700.81

Agreement proposed by Councillor Betts and seconded by Councillor Broughton

ALL AGREED

20. Significant correspondence – None.

21. To resolve to exclude the press and public [Public Bodies (Admission to Meetings) Act 1930, Sec 1 (2)] due to the confidential nature of the following items.

22. Considerations for the further developments – Various suggestions have been put forward for future development of the leisure centre and council office and these were discussed.

23. Updates on budgetary matters – The chairman referred to a budget briefing paper for the years from 2009 – 2010. This was to give councillors information on responses they could make to residents if any questions arose regarding the large increase in precept at that particular time. The chairman then reiterated the precept figures for 2017/18 which have been requested from SNC and approved at last month's meeting which are:- Support Grant £14375, Precept request £295,817 giving a total of £310,192 for 2017/18. This would mean that the 3% increase which had been agreed at the Finance Committee meeting was no longer necessary, and in fact the precept would be reduced by 1% and the Band D charge would drop from £182 to £180.16 per household.

24. To confirm the date of the next meeting – Wednesday 15th March 2017 at 7.00pm at the Harleston Leisure Centre.

Meeting ended at 9.03pm

Signed:

Date: