Minutes of a meeting of
Redenhall with Harleston Town Council
Held at Harleston Leisure Centre
On Wednesday 21st March 2018

Present: Councillors – Frances Bickley (Chairman), Mark Betts, Ian Broughton, Adrian Brownsea, Richard Joselyn, Sue Kuzmic, and John Marjoram
Also Present: County Councillor Martin Wilby, District Councillor Brian Riches, 6 members of the public (Ian Carstairs, Simon Marjoram, Eric Bird, Debbie Kilbourn, Ivor Kilbourn and Robert Arbon) Lynda Ling (Clerk), and Tracey Betts, (Administrator)

1. To receive and accept apologies from members unable to attend – Apologies were received and accepted from Councillors Roberts and Rose. District Councillor Savage also sent his apologies.

2. Declarations of pecuniary and other interests – None

3. Approval Minutes – Approval of the draft minutes of the town council meeting held on Wednesday 21st March 2018 and note the minutes of the Finance Committee, Monday 13th March 2018, draft minutes of the Environment Committee, Tuesday 6th March 2018. Agreement proposed by Councillor Betts and seconded by Councillor Kuzmic.

   ALL AGREED

4. Consideration to co-opt a candidate and appoint a new councillor if appropriate – Robert Arbon was present and spoke to councillors about this application to become a councillor and previous experience. After a brief question and answer period it was agreed to co-opt Robert onto the council. Robert signed the Declaration of Office form and joined councillors around the table.

5. Matters arising from previous minutes – None

The meeting was adjourned at 7.39pm and reconvened at 8.01pm so the following could be discussed in the public forum

Simon Marjoram asked questions relating to Item 9 on the agenda and said that he had concerns that the information pertaining to Phase 1 was not clear however, he wasn't against the proposed plans. Questions asked related to a safety audit, traffic flow figures and if the Fire Service were asked about the proposed plans.

Ian Carstairs informed members about the origami cranes and the peace messages written by the schools on them, which were displayed in the church. The wing tips were cut off and placed in a clear plastic sphere which was taken by Robin Twigge to the Ground Zero site in New York and also to the United Nations. There was an ambition to do more, so the wing tips were sent on a 22 mile trip into the atmosphere over California and returned to earth, the next stage was then to release the energy of smoke and flame in a small ceremony on the recreation ground at 4.15pm on 20th March,
the day of the Spring Equinox. An invitation has been received from the organisation that looks after the Peace Bell, the Earth Foundation, which Ian read out to members. Debbie Kilbourn spoke of her distress over the flooding on the cemetery, and has spoken to the Diss Express about it (the article appeared the previous Friday in the newspaper). She informed members that something needs to be done as there has been flooding there since October and she feels she cannot go there to grieve. Cllr. Brownsea said that the council empathised with the situation and acknowledged the problems the inclement weather had brought. Cllr. Bickley commented that a drainage contractor had been contacted and it was a case of waiting for someone to come out and give advice as to the best way to proceed. Other issues raised include that the access was very difficult for those with disabilities which will be included on the next agenda of the Environment Committee. Cllr. Brownsea commented that the land was purchased under joint ownership with Wortwell Parish Council and they will have to be informed of the problems but assured the family that they would be contacted once the council has received a proposal of the next step for remedial works.

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

District Cllr. Riches – reported the following:-
- That SNC were catching up with the bin collections following recent disruption due to snow.
- Electric car charging points should be installed in Harleston car park.

County Cllr. Wilby as follows:-
- Thank you to everyone that helped out in the cold snowy conditions that hit all of Norfolk in early March, with special thanks to all the local farmers that helped with snow clearance on the roads.
- A project led by Norfolk Fire & Rescue Services will see thousands of primary school children across the county learn valuable safety skills and get advice at interactive workshops this year.
- The planning application has now been submitted for the Long Stratton bypass. Ahead of that is the new roundabout on the A140 to replace the existing Hempnall crossroads which is one of the most dangerous junctions in the county. There is a public consultation on the plans for the roundabout asking local people and those that use this junction for their views, information, issues or concerns that may help improve and finalise NCC’s plans. The questionnaire can be found at www.norfolk.gov.uk/hempnallcrossroads.
- Norfolk Community Biodiversity Awards 2018. There are five award categories:- Saving Species, Young People’s Achievement, Churchyards and Cemeteries, Groups, Nature for Health and Wellbeing. To nominate please go to www.smartsurvey.co.uk/s/CDANomination or download a form at www.norfolkbiodiversity.org.
- South Norfolk Community Awards. Nominations are now open for the seventh annual South Norfolk Community Awards which has eight categories and nominations will close on 29th April.
- Cllr. Wilby’s next surgery will be at Harleston Information Plus on Saturday May 5th at 10am.

Cllr. Bickley read out crime statistics for the Harleston, Earsham and Beck Vale area and informed members that the next public meeting will be taking place on Wednesday 28th March from 7pm – 9pm at Hobart High School.

7. Chairman’s report –
The chairman reported that she was going to report on the ceremony that took place on the recreation ground yesterday but which had been covered by Ian Carstairs. The photographs and video are very good.

8. To receive an update on monthly finances – These were noted with Cllr. Marjoram asking for a comparison on last year’s bank balance total compared to the current year. The clerk commented
that she didn’t have last year’s figures with her for the same month and would email the information to councillors.

9. **Report on a recent meeting regarding Phase One of the feasibility study and agree any action** – Cllr. Bickley informed members that a meeting had taken place at NCC regarding the feasibility study and in particular looking at Phase One as the starting point for discussion. A decision was required this evening for approval of Phase One of the study before the council could look ahead to any further possibilities suggested in the study. The chairman went on to inform councillors that at a meeting on February 11th 2015, this council agreed to develop proposals and if progressed, to convene a public meeting to gather residents thoughts.

The meeting was adjourned at 8.03pm to allow County Councillor Wilby to comment on funding sources and to say that Harleston was the first out of all market towns to have this opportunity to make changes, and Ian Carstairs also commented on the following:-

- Discussions have been going on for 8 years and these issues were debated by the town council and at a public meeting. It was approved by council to proceed with the study.
- Decisions taken by Norfolk County Council, South Norfolk Council and the Town Council agreed to explore going into the back of the Bullock Fair Car Park through Paddock Road in order to try and take traffic away from The Thoroughfare.
- Now the study has been done, it was surprising that NCC had gone beyond what was expected and it was agreed to look at the study in two phases.
- It was suggested that both entrances at the back of the car park (the existing emergency exit and the new entrance as described in Phase One) could be kept in case of emergency in the centre of town.

The meeting was reconvened at 8.21pm.

A lengthy discussion then took place with various points raised on:-

- The number of car parking spaces that would be lost
- Who manages the risk and how would it be managed
- Increased traffic flow through Paddock Road

Cllr. Brownsea asked would the recycling centre have problems if the new entrance was put in and members felt that there shouldn’t be any issues with this (Phase Two) and the Environment Committee have already agreed not to support a road closure beyond Boots the Chemist. Cllr. Brownsea also asked the chairman if the feasibility study discussions and decisions now lie with the town council only and not the environment committee. The chairman responded that the original proposal to further investigate with highways was proposed by the town council as a whole, therefore any future decisions should lie with the town council.

A proposal to go ahead with Phase One for a period of a one year trial was proposed by Cllr. Betts and seconded by Cllr. Arbon. 6 FOR 2 AGAINST

10. **The recent water-logging on the cemetery due to exceptional adverse weather and any agreed action** – It was agreed that until a report was commissioned from a drainage contractor, nothing more could be done at the present time. Cllr. Joselyn proposed to discuss at the next meeting when hopefully a drainage report would be available. This was seconded by Cllr. Arbon.

11. **To ratify recommendations made by the Finance Committee (including the review of internal audit) and any agreed action** – Councillors had received a copy of the review the previous week and all accepted the document as it was. Agreement proposed by Cllr. Brownsea
12. To ratify recommendations made by the Environment Committee and any agreed action – Cllr. Brownsea reported that the committee had discussed the possibility of adopting silhouettes from The British Legion and it was hoped to have more information for the next meeting.

13. Discussion on the old toilet block, information received and any agreed action – Cllr. Marjoram informed members that his request for timed locks was not included in the quote and a number of questions arose from the quote amongst councillors. It was suggested that two other quotes may be sought to measure the costs on the Holmes quote from SNC. After further discussion it was agreed to discuss this item again at the next meeting.

14. Update on a recent meeting at Starston regarding the Greater Norwich Local Plan, discuss a town council response and any agreed action – Cllr. Bickley informed members that the deadline for a response to the GNLP was the following day, but she has in the meantime registered with the consultation portal, she then continued to read out the responses she had been working on which was for the three sites (site behind Terence Airey Court, the Apollo, and land adjacent to Frere Road). Cllr. Brownsea suggested exploring the possibility if the Apollo site could be considered a site of community interest, Cllr. Betts commented that the land would have to be on the market for sale for such a consideration. It was eventually agreed to include the wording that if the Apollo site was ever up for sale, that the town council would be interested in it for community use. Proposed by Cllr. Betts and seconded by Cllr. Arbon. ALL AGREED

15. To receive reports from working groups and agree any action - None

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

Recreation Committee – Items discussed included:-
- The maintenance issues that was highlighted in a recent building survey
- Cllr. Bickley met with Eyre yesterday together with KGB with regard to the boiler installation and associated works which have not been completed or signed off.
- Tree Risk Assessment – A couple of things which will need remedial work in the next six months and twelve months respectively, but nothing urgent.
- Looking at the area upstairs in the squash area with the view to utilising the area for a meeting room
- Agreed the grass cutting contract with Norse who were by far the cheapest

Cllr. Brownsea mentioned an article in the Diss Express relating to a meeting between the football club and some members of the recreation committee. The chairman responded that nothing had been agreed or put forward to recreation committee at that point and should not have been reported in the press.

Planning Committee – The URC planning consent has been approved and promptly put back on the market, and the car wash application at The Swan will go to Committee for a decision.

Finance Committee – The internal control review was discussed.

17. To receive reports from town councillors (for information only) – Only one report as follows:-

Cllr. Brownsea – reported a streetlight out outside the garage on London Road.
18. To receive the Clerk’s report (for information only) – None

19. To approve items of expenditure invoiced since the February 2018 meeting and note balances – Payments already made, TC £9,034.41, Cheques for signature - TC £14.79, BACS TC £3568.65, Recreation £1,116.25. Agreement proposed by Councillor Marjoram and seconded by Councillor Kuzmic **ALL AGREED**

20. To be informed of significant correspondence and agree any action (list as circulated) –
Cllr. Bickley informed members that she had received an email from Park Radio inviting her to represent HTC on the morning show to talk about the rise in precept for Harleston residents. They have already had Diss TC talking about their rise in precept.

The meeting will be adjourned for public participation (maximum 10 minutes) – The meeting was adjourned at 9.20pm and reconvened at 9.22pm

Simon Marjoram asked if the grit spreader was usable, as it would have helped with gritting the pavements during the recent snow.

21. To resolve to exclude the press and public [Public Bodies (Admission to Meetings) Act 1960, Sec 1 (2)] due to the confidential nature of the following items

22. Discussion on personnel items as recommended by the Personnel Committee – Members were informed that the post of Office Assistant had been offered to Rosie Riches following a successful interview. Agreement to the employing of Rosie was proposed by Cllr. Marjoram and seconded by Cllr. Brownsea. **ALL AGREED**

23. To confirm the date of the next meeting – Wednesday 16th May 2018 at 7.00pm at the Leisure Centre, Wilderness Lane, Harleston

Meeting ended at 9.25pm

Signed: ……………………………………….

Date: ……………………………………….