

MINUTES OF THE MEETING OF THETFORD TOWN COUNCIL, HELD IN
THE COUNCIL CHAMBER, KING'S HOUSE, THETFORD,
ON WEDNESDAY 28TH MAY 2008, STARTING
AT 7.00 P.M. WITH THE OPEN FORUM

Present:

The Mayor, Councillor J A Harding, Chairman

Councillors:

G P Balaam
R F W Brame
Mrs M P Chapman-Allen
R G Kybird

A Paines
Mrs T I Paines
P J Pearson
Mrs P A Spencer

Open Forum (Preceding formal start to meeting)

There were no matters raised.

20/08 DECLARATIONS OF INTEREST

Councillor P J Pearson declared a personal interest in item 32/08 as Chairman of the Board of Keystone Development Trust.

Dual-Hatted Members

Councillors G P Balaam, Mrs M P Chapman-Allen, R G Kybird and Mrs P A Spencer declared personal interests in item 31/08 as elected members of Breckland Council; Councillor Mrs T I Paines declared a personal interest in the same item as an elected member of Norfolk County Council.

The Mayor, Councillor J A Harding, and Councillor A Paines declared personal interests in confidential item 40/08 as members of the Royal British Legion (Thetford Branch).

21/08 MINUTES

Town Council Meeting: 30th April 2008

The unconfirmed minutes of the meeting had been included in the agenda papers. Proposed by Councillor G P Balaam and seconded by Councillor R G Kybird, it was:

RESOLVED that the minutes of the Council Meeting held on 30th April 2008 be approved and signed/initialled by the Chairman as a true record.

Town Council Meeting: 7th May 2008 (aka Mayor-Making)

The unconfirmed minutes of the meeting had been included in the agenda papers. Proposed by Councillor G P Balaam and seconded by Councillor R G Kybird, it was:

RESOLVED that the minutes of the Council Meeting known as Mayor-Making, held on 7th May 2008, be approved and signed/initialled by the Chairman as a true record.

22/08 APOLOGIES FOR ABSENCE

Apologies were received on behalf of Councillors S H Chapman-Allen, T J Lamb, D G Mortimer, Mrs P P Quadling, M G Spencer and S N H Wright.

23/08 RESIGNATION OF COUNCILLOR

The Town Clerk confirmed the resignation of Councillor G M O Pickering for personal reasons. A by-election would take place in July 2008 to fill the vacant seat.

RESOLVED that a letter of appreciation be sent by the Mayor to ex-Councillor Pickering.

24/08 COMMITTEE REPORTS

Proposed by Councillor R G Kybird and seconded by Councillor G P Balaam, it was:

RESOLVED that the report of the meeting of the Planning Committee, held on 21st May 2008, be received and adopted.

25/08 MAYOR'S REPORT

The Mayor, Councillor J A Harding, presented his first report, referring members to the schedules of events attended and forthcoming events, sent out with the agenda papers.

He had already encountered some of the 'unsung heroes', who did so much good in the town, and was hugely encouraged by their energy and commitment.

Events attended since the last meeting

MAY 2008

Mayor

Wednesday 7 th	Mayor-Making and Annual Town Meeting
Friday 9 th	Beating the Retreat, Bury St Edmunds
Saturday 10 th	Thetford Treasure Exhibition Launch, Ancient House Museum
Wednesday 14 th	Youth Development Team, Thetford Fire Station
Thursday 15 th	Crime & Safety Awareness Day, Rosemary Musker School
Friday 16 th	French Market
Saturday 17 th	Thetford Society Barbecue

Sunday 18th Breckland Lions Charter Lunch, Bell Hotel
Saturday 24th South Norfolk Football League, Carnegie Room

Deputy Mayor (Cllr R G Kybird)

Wednesday 7th School children viewing Regalia in the Guildhall and on to King's House
Thursday 8th Hair Shave (fundraising event for St Nicholas Hospice)

Cllr Mrs T I Paines

Thursday 8th Link -Up
Sunday 18th May Borough Mayor's Civic Service: King's Lynn

26/08 REPORTS FROM TOWN COUNCIL REPRESENTATIVES ON OTHER BODIES

County Councillor Mrs T I Paines pointed out that the *Safer Communities Group (Youth Link to Thetford Local Action Group)*, to which she had been nominated at Mayor-Making, was now defunct.

She then took the opportunity under this item to report on one or two County Council matters.

27/08 MOVING THETFORD FORWARD DELIVERY BOARD REPRESENTATION

RESOLVED that Councillor R G Kybird be the Town Council's Delegated Representative on the Delivery Board in Mayoral Year 2008/9, with the Mayor, Councillor J A Harding, nominated First Substitute and Councillor R F W Brame nominated Second Substitute. The importance of being represented at every Board meeting was stressed.

28/08 CEREMONIAL COUNCIL DATES IN MAYORAL YEAR 2008/9

RESOLVED that the Council meetings scheduled for 26th November 2008 and 25th February 2009 be Ceremonial.

29/08 COMMITTEE MEMBERSHIPS FOR MAYORAL YEAR 2008/9

4 resolutions resulted:

Resolution 1

RESOLVED that Committee Composition in 2008/9 be as follows:

- (a) Allotments
Councillor G P Balaam
Councillor T J Lamb
Councillor A Paines
Councillor Mrs P P Quadling
Councillor M G Spencer
- (b) Amenities
Councillor G P Balaam
Councillor R F W Brame
Councillor Mrs M P Chapman-Allen
Councillor S H Chapman-Allen
Councillor T J Lamb
Councillor D G Mortimer
Councillor A Paines
Councillor P J Pearson
Councillor Mrs P P Quadling
Councillor Mrs P A Spencer
Councillor S N H Wright
- (c) Cemetery
Councillor Mrs M P Chapman-Allen
Councillor R G Kybird
Councillor T J Lamb
Councillor D G Mortimer
Councillor Mrs P P Quadling
- (d) Finance & General Purposes
Councillor R F W Brame
Councillor R G Kybird
Councillor T J Lamb
Councillor Mrs T I Paines
Councillor P J Pearson
- (e) Guildhall
Councillor Mrs M P Chapman-Allen
Councillor S H Chapman-Allen
Councillor D G Mortimer
Councillor A Paines
Councillor Mrs P P Quadling
Councillor S N H Wright
- (f) Markets
Councillor G P Balaam
Councillor Mrs M P Chapman-Allen
Councillor D G Mortimer
Councillor Mrs P P Quadling
Councillor S N H Wright
Afternote: Councillor R F W Brame would like to join.

(g) Personnel
Councillor R F W Brame
Councillor Mrs M P Chapman-Allen
Councillor T J Lamb
Councillor D G Mortimer
Councillor P J Pearson
Councillor Mrs P A Spencer

(h) Road Safety
Councillor G P Balaam
Councillor S H Chapman-Allen
Councillor Mrs T I Paines
Councillor Mrs P P Quadling
Councillor M G Spencer
Councillor Mrs P A Spencer

Note: The composition of the Planning Committee would be discussed at the next meeting of that Committee (scheduled for 4th June 2008). Pending that discussion, it remained a full Committee of the Council.

Resolution 2

RESOLVED that Standing Order 38 be suspended to permit the Chairman and Vice-Chairman of each Committee to be appointed at the respective inaugural meetings.

Resolution 3

RESOLVED that each Committee consider a need to co-opt members and make any recommendations to the full Council in due course.

Resolution 4

RESOLVED that there be no Civic Links Committee, but rather a Working Party with the following members, to which relevant matters could be referred by full Council on an 'as needs' basis in the event of full Council being unable to take immediate decisions:

Civic Links Working Party

Councillor R F W Brame
Councillor R G Kybird
Councillor P J Pearson
+ Councillor 'to-be-elected' (following by-election)

30/08 DAD'S ARMY EVENT: JULY 2008

The Mayor invited Corinne Fulford, a member of the organising committee, to speak. She hoped that the Town Council would be minded to offer some additional support in light of the great interest in the forthcoming event. After a brief discussion, it was:

RESOLVED that the Town Council cover the cost of Public Liability cover for the above event. This would not be through the Town Council's insurance

provider; the premium would amount to just under £300 for cover of £5million.

31/08 LOCAL GOVERNMENT REVIEW

Three documents had been sent out with the agenda papers, including copies of:

- *An outline unitary proposal for Norfolk*
(April 2008 submission to the Boundary Committee by Breckland Council / Great Yarmouth Borough Council / Norwich City Council / North Norfolk District Council)
- *An East/West model for local government in Norfolk*
(Consultation document produced by the Borough Council of King's Lynn and West Norfolk)
- *One local council for Norfolk: Executive Summary*
(Norfolk County Council's May 2008 newsletter for stakeholders)

In discussion, members agreed that all three approaches to change appeared to guarantee a future for town and parish councils in some shape or form and welcomed that recognition.

It was agreed not to make direct contact with any of the councils involved in authoring the above documents but, instead, make a second, direct approach to the Boundary Committee, effectively restating some of the key points set out previously (minute 224/07 from the November 2007 Council meeting referred). This response would be copied to the Leaders of Norfolk County Council, Breckland Council and the Borough Council of King's Lynn and West Norfolk.

RESOLVED that the Town Clerk send a second letter to the Boundary Committee along the lines set out above.

32/08 KEYSTONE DEVELOPMENT TRUST: BUSINESS PLAN 2008/9

RESOLVED that this document be noted.

33/08 BT PROPOSED PAY PHONE RATIONALISATION

RESOLVED that opposition to the removal of the pay phones in Anne Bartholomew Road and Glebe Close be expressed by way of response to the letter dated 1st May 2008, received from Breckland Council's Scrutiny Officer.

34/08 CONSULTATION ON ACCOMMODATION AND COMMUNITY SERVICES FOR OLDER PEOPLE AND CARERS IN NORFOLK

RESOLVED that individual members be encouraged to respond in a personal capacity to the consultation document received under cover of Norfolk County Council's letter of 9th April 2008 (issued by Adult Social Services).

35/08 CONSULTATION ON IMPROVING ACCESS TO PRIMARY CARE: PROPOSAL FOR A NEW GP-LED HEALTH CENTRE

RESOLVED that R G Kybird, in his capacity as a district councillor, be entrusted with reflecting the views of townspeople (the consultation document received that month under cover of a letter issued by the Communications & PPI Department of NHS Norfolk referred).

36/08 PROPOSAL TO CLOSE CANTERBURY INFANT AND ABBEY JUNIOR SCHOOLS AND ESTABLISH A NEW CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL

RESOLVED that the text of the statutory Public Notice, issued jointly by Norfolk County Council and the Norwich Diocesan Board of Education, be noted.

37/08 ACCOUNTS

- (a) 2008/9 Actual v. Budget 1-month position as at 30th April 2008.

RESOLVED that the figures annexed hereto be received.

- (b) 2008/9 Transaction Analyses to 30th April 2008

RESOLVED that the figures annexed hereto be received.

- (c) Annual Returns: Revised Figures

RESOLVED that the Mayor as Chairman and Town Clerk as Responsible Financial Officer be authorised to sign the forms declaring revised figures for Financial Years 2004/5, 2005/6 and 2006/7 to the Audit Commission (copies annexed hereto).

38/08 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for the remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

39/08 CONFIDENTIAL MINUTES

Town Council Meeting: 30th April 2008

The unconfirmed confidential minutes of the meeting had been included in the agenda papers. Proposed by Councillor G P Balaam and seconded by Councillor R G Kybird, it was:

RESOLVED that the confidential minutes of the Council Meeting held on 30th April 2008 be approved and signed/initialled by the Chairman as a true record.

40/08 TENANCY MATTERS

The Town Clerk updated members briefly on rent reviews and the indebtedness of one tenant, in particular.

RESOLVED that this update be noted.

41/08 STAFFING MATTERS

The Town Clerk updated members on an ongoing recruitment exercise.

RESOLVED that this update be noted.

Chairman