

MINUTES OF THE MEETING OF THETFORD TOWN COUNCIL, HELD IN
THE COUNCIL CHAMBER, KING'S HOUSE, THETFORD,
ON WEDNESDAY 30TH JULY 2008, STARTING AT
7.00 P.M. WITH THE OPEN FORUM

Present:

The Mayor, Councillor J A Harding, Chairman

Councillors:

G P Balaam	D G Mortimer
R F W Brame	A Paines
Mrs M P Chapman-Allen	Mrs T I Paines
S H Chapman-Allen	P J Pearson
T J Jermy	S N H Wright
R G Kybird	

Open Forum

Corinne Fulford, Coordinator of the Dad's Army 40th Anniversary Event - which had taken place the previous weekend – thanked the Council for its support and reported on what had proved to be a highly successful occasion. The Friends of Thetford Dad's Army Museum were now keen to look into the feasibility of creating a new tourist facility in the town in the form of a 1940s-themed pub/hotel, possibly situated on part of the Anchor Hotel site. They would be engaging in discussions with Breckland Council with this and possibly other alternative sites in mind.

The main aim of the anniversary event had been to raise funds for the Captain Mainwaring Statue Appeal. There would be a souvenir publication produced as part of a further fund-raising effort and Ms Fulford hoped that the Town Council might see fit to take out some advertising space.

In response, the Mayor thanked Ms Fulford and her group of volunteers for making such a success of the day, which he and the Mayoress had thoroughly enjoyed. A warm round of applause followed (see also his further comments under item 137/08 below).

Ray Key, a former town and district councillor, asked whether the Council was at all minded to 'resurrect' the idea of holding an architectural competition for the design of a replacement Carnegie Room. He lamented the passage of time, during which no progress appeared to have been made.

In response, the Town Clerk confirmed that there was no such commitment at the moment and that 'provision of community facilities' was one of the topics included in the *Thetford Area Action Plan* public consultation questionnaire (comment deadline 5th August 2008). The Mayor agreed to include an item on the agenda for the next Council meeting (scheduled for 24th September 2008), when Mr Key's concerns could be addressed.

Note from Town Clerk: An oversight resulted in item reference 133/08 being used twice on different agendas, namely, as the last item on the agenda for the meeting of the Finance & General Purposes Committee, held also on 30th July 2008, as well as the first item on the agenda for this Council meeting. Consequently, the latter has been renumbered below as 134/08A with the 'Minutes' item renumbered as 134/08B.

134/08(A) DECLARATIONS OF INTEREST

Councillor G P Balaam, as an allotment holder, declared a prejudicial interest in both unconfirmed minute 107/08 from the Allotments Committee and item 146/08(e) below. He was not present for the discussion or vote on the latter.

Councillor T J Jermy declared a personal interest in item 143/08 by virtue of his employment with Keystone Development Trust. Councillors P J Pearson and S N H Wright also declared personal interests in this item as members of the Trust's Board.

Councillor R G Kybird declared a precautionary personal interest in light of minute 94/08 from the Planning Committee (to be covered under item 136/08). In the event, there was no discussion of Kilverstone Estate matters. He declared a personal interest in Appendix 4 (headed *R Kybird Mayor's Allowance*) of the report referred to in item 146/08(a).

Councillor S N H Wright declared a personal interest in item 144/08 as a member of the *Tom Paine 200* organising committee.

134/08(B) MINUTES

(a) Town Council Meeting: 25th June 2008

The unconfirmed minutes of the meeting had been included in the agenda papers. Proposed by Councillor G P Balaam and seconded by Councillor S H Chapman-Allen, it was:

RESOLVED that the minutes of the Council Meeting held on 25th June 2008 be approved and signed/initialled by the Chairman as a true record.

(b) Special Town Council Meeting: 2nd July 2008

The unconfirmed minutes of the meeting had been included in the agenda papers. Proposed by Councillor Mrs T I Paines and seconded by Councillor R F W Brame, it was:

RESOLVED that the minutes of the Special Council Meeting, held on 2nd July 2008, be approved and signed/initialled by the Chairman as a true record.

135/08 APOLOGIES FOR ABSENCE

Apologies were received on behalf of Councillors T J Lamb, Mrs P P Quadling, M G Spencer and Mrs P A Spencer.

136/08 COMMITTEE REPORTS

(a) Planning Committee: 9th July 2008

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 9th July 2008, be received and adopted.

(b) Allotments Committee: 16th July 2008

Given the presence of only one of the regular Committee members (who, by virtue of his prejudicial interest in unconfirmed minute 107/08, would be ineligible to vote on receipt of the report of the meeting), it was:

RESOLVED to defer receipt and adoption of the report of the meeting of the Allotments Committee, held on 16th July 2008 (unconfirmed minutes 103/08 to 111/08 referred) until the next meeting of the Council, scheduled for 24th September 2008. It was noted that the Finance & General Purposes Committee had formed views on the recommendations contained in unconfirmed minutes 107/08 and 108/08 and that these would be considered for adoption later in the meeting under item 146/08(e).

(c) Amenities Committee: 22nd July 2008

Proposed by Councillor D G Mortimer and seconded by Councillor R F W Brame, it was:

RESOLVED that the report of the meeting of the Amenities Committee, held on 22nd July 2008, be received and adopted.

(d) Planning Committee: 23rd July 2008

Proposed by Councillor R G Kybird and seconded by Councillor Mrs M P Chapman-Allen, it was:

RESOLVED that the report of the meeting of the Planning Committee, held on 23rd July 2008, be received and adopted.

Note from Town Clerk: An oversight resulted in item reference 121/08 being duplicated on the agenda. Consequently, in the minute book original to be confirmed and initialled at the Planning Committee meeting scheduled for 13th August 2008, the 'Minutes' item will be recorded under reference 121/08(A) and the 'Planning Applications' item recorded under reference 121/08(B).

137/08 MAYOR'S REPORT

The Mayor, Councillor J A Harding, welcomed Councillor T J Jermy to his first meeting following his recent by-election success.

He referred members to the lists of Events Attended and Forthcoming Events, included in the agenda papers.

Events attended since the last meeting

June

Friday	27 th	Mayor's Civic Reception
Sunday	29 th	Thetford Society's Strawberry Tea

July

Tuesday	1 st	Thetford Grammar School Concert
Wednesday	2 nd	Admirals Junior School Concert
Saturday	5 th	Lord Mayor's Parade Norwich
Sunday	6 th	Bury St Edmunds Mayor's Civic Service St Georges Church
Wednesday	9 th	Thetford Business Forum
Monday	14 th	A G M Scouts South West Norfolk Bidwell Centre
Wednesday	16 th	Riversdale Opening of the Herb Garden Project
Thursday	17 th	Guildhall Welcoming the American Sikh tour to Thetford
Saturday	19 th	R A F Mildenhall B B Q Col Eden Murray
Sunday	20 th	Downham Swing Band Concert King's House Gardens
Monday	21 st	Admirals Junior School Prize giving ceremony
Tuesday	22 nd	Norwich Road Residents Association
Thursday	24 th	Start off Help the Heroes Charity Cycle Ride to Norwich
Friday	25 th	Start off Sponsored Cricket Canoe race to Kings Lynn (in aid of the Cricket Club and EACH)
Sunday	27 th	Open Dad's Army 40th Anniversary

Deputy Mayor Councillor Robert Kybird attended on behalf of the Mayor

Thursday	3 rd	The Mayor of Wisbech at Home
Thursday	17 th	Crown Estates Commissioners presentation of the Annual report
Thursday	17 th	The Mayor of Ipswich at Home (Evening)
Saturday	19 th	Attended Weeting Steam Rally and launched the Appeal Fund for Dreadnought
Sunday	20 th	Town Twinning Association Lunch

Dad's Army Event: 27th July 2008

He wished to draw members' attention to this event, in particular, and to put on record the Council's appreciation of the efforts made by Corinne Fulford and her group of volunteers, already referred to in the Open Forum.

RESOLVED that a formal letter of appreciation be sent.

138/08 REPORTS FROM TOWN COUNCIL REPRESENTATIVES ON OTHER BODIES

Thetford Tourism & Heritage Partnership

Councillor S N H Wright reported on the recent meeting with an English Heritage representative regarding progress on the introduction of further security measures at the Priory site.

139/08 BARNHAM CROSS COMMON MANAGEMENT COMMITTEE

The Town Clerk, as Chairman of the Committee, was asking the Town Council to support a change of Chairman, having only ever seen himself as an 'interim choice'. Now that the Committee was being asked to engage in a fresh round of discussions with other agencies regarding ongoing management issues, he did not consider it appropriate to continue in the role and wanted to be relieved of the responsibility.

RESOLVED that Norfolk County Council and Breckland Council be asked to support the Town Council's nomination of Councillor Mrs M P Chapman-Allen - already a nominated Town Council representative on the Committee - as the new Chairman of the Barnham Cross Common Management Committee.

140/08 MEMBERSHIP OF RIVER CORRIDOR TASK & FINISH GROUP 2008/9

(Note: the agenda referred inaccurately to 'Working Party')

RESOLVED that the following Councillors be confirmed as members of the Task & Finish Group in Mayoral Year 2008/9:

Mrs M P Chapman-Allen
P J Pearson
M G Spencer
S N H Wright

A meeting of the above-named would take place as soon as reasonably possible. At this meeting, a Chairman would be appointed.

141/08 COUNTY COUNCILLORS' REPORTS

County Councillor Mrs T I Paines updated members on discussions concerning the proposed roundabout, adjacent to the Forest Retail Park entrance.

The Town Clerk presented County Councillor C W Armes' apologies and, on his behalf, outlined the proposed upgrade to the mini-roundabout by the Market Place, for which the County Council had pledged funding. Councillor Armes was hoping that the Town Council would support the scheme.

Support was indeed expressed and Councillor S N H Wright was hopeful that an opportunity would exist to influence the choice of materials. No detailed design proposals had yet been seen locally.

142/08 BRECKLAND COUNCIL'S TOWN AND PARISH COUNCIL NEWSLETTER

A copy of the first issue, produced by Breckland Council's Standards Committee, had been included in the agenda papers.

RESOLVED that the content be noted and Breckland Council congratulated on the quality of this first issue.

143/08 GREEN GRANTS PANEL: NOMINATION OF REPRESENTATIVE

The Town Clerk explained that what the Town Council was being asked to do was nominate a panel member, who would have a say in the allocation of up to £25k

capital money in support of small Green Infrastructure projects, with no single project to receive more than £1k. Keystone Development Trust would be managing the scheme on behalf of the Growth Point team. This £25k was part of a £200k 'pot' of capital money allocated by the *Moving Thetford Forward* Board for Green Infrastructure projects, with:

- £75k earmarked for projects with a unit value of about £5k and
- £100k earmarked for a range of projects in the central riverside area of Thetford.

RESOLVED that Councillor Mrs M P Chapman-Allen be nominated as the Town Council's representative on the grants panel.

144/08 TOM PAINE 200

(a) Availability of Public Venues

A letter, dated 19th July 2008, received from the Coordinator of the 2009 Celebrations, had been included in the agenda papers. This was requesting free use of Council venues both for rehearsals as well as final performances.

RESOLVED that, prior to decisions being taken, the Town Manager liaise with the Coordinator.

(b) Involvement of Twin Towns

RESOLVED that invitations be issued as soon as possible to the four twin towns to send civic parties to participate in the June 2009 festivities. Hotel rooms would be booked provisionally on the basis of two double rooms per civic party for a stay of up-to-four nights (Friday to Monday inclusive).

145/08 CAGE LANE TOILET TRANSFER

RESOLVED that Seal Register Entry 1/08, marking the Transfer of Registered Title from Breckland Council to Thetford Town Council, be ratified. The Town Clerk confirmed that the transfer monies had now been received.

146/08 FINANCIAL MATTERS

The following recommendations from the meeting of the Finance & General Purposes Committee, held earlier in the evening, were accepted:

(a) Monthly Financial Report for the Quarter Ending 30th June 2008

RESOLVED that the Report annexed hereto be received.

(b) Annual Return for the Financial Year Ended 31st March 2008

RESOLVED that the figures in the Return (copy annexed hereto) be approved.

(c) Internal Audit Report 2007/8

RESOLVED that, save for one correction on a point of detail relating to cemetery record-keeping, the contents of the Draft Report received from Parish Council Internal Audit Services be accepted and said firm's services retained for 2008/9.

(d) Cemetery Extension: Risk Assessment and Boreholing

RESOLVED that the quotation received from May Gurney be accepted.

(e) Allotment Rent Review / Allotment Tenancy Agreement review

RESOLVED that the rent increases proposed to take effect in October 2008 and the proposed key replacement charge (details annexed hereto refer) be approved; a further proposal to dispense with rent reductions for senior citizens - to apply only to new and not existing tenancies - would be referred to the Allotments Committee for consideration.

(f) Pension Cost Charging

RESOLVED that additional pension costs resulting from recent redundancies be collected by Norfolk Pension Fund over a three-year period.

147/08 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.

148/08 MINUTES

(a) Finance & General Purposes Committee: 25th June 2008

Proposed by Councillor R G Kybird and seconded by Councillor R F W Brame, it was:

RESOLVED that the report of the meeting of the Finance & General Purposes Committee, held on 25th June 2008, be received and adopted.

(b) Council Meeting: 25th June 2008

The unconfirmed confidential minutes of the meeting had been included in the agenda papers. Proposed by Councillor D G Mortimer and seconded by Councillor A Paines, it was:

RESOLVED that the confidential minutes of the Council Meeting held on 25th June 2008 be approved and signed/initialled by the Chairman as a true record.

(c) Special Meeting of Personnel Committee: 23rd July 2008

Proposed by Councillor P J Pearson and seconded by Councillor D G Mortimer, it was:

RESOLVED that the report of the Special Meeting of the Personnel Committee, held on 23rd July 2008, be received and adopted.

The Committee Chairman, Councillor P J Pearson, took the opportunity to apologise to his fellow councillors for allowing the meeting to overrun, thereby delaying the start of that evening's Planning Committee meeting. This prompted a brief discussion about the wisdom of having two meetings on a single evening; the situation would be reviewed.

Chairman