

MINUTES OF A MEETING OF THE AMENITIES, LAND AND PROPERTIES
COMMITTEE, HELD ON WEDNESDAY 3rd APRIL 2019 AT THE
COUNCIL CHAMBER, KINGS HOUSE, THETFORD STARTING AT 2.00 P.M

Present:

Councillors:

S J Armes
B J Canham (Chair)
C Harvey
T J Jermy

M P Brindle
D M Crawford
J Hollis

Officers in attendance:

Roz Barnett
Chris Crimmen

Deputy Town Clerk
Committee Secretary

MINUTES

844/18

DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS

Councillor T Jermy declared a pecuniary interest in agenda number 864/18. Councillors M Brindle and D Crawford declared a non-pecuniary interest in agenda number 865/18.

845/18

APOLOGIES FOR ABSENCE

Apologies were received from Councillor F Robinson.

846/18

MINUTES

RESOLVED: The minutes of the Committee's meeting held on 6th March 2019, received by Council on 26th March 2019, confirmed as a true record and signed/initialed by the Committee Chairman.

847/18

ACTION POINTS & UPDATES

- The Play Tower has been ordered for Harriet Martineau and installation will be scheduled as soon as possible. Recommendation on planning application was made yesterday and we are awaiting confirmation
- The murals are finished and the area around is being repainted and steam cleaned. The Dad's Army Museum are really happy and have asked that we take down the metal barriers in front of the walkway and whether we can take measures to prevent cars parking in front of the big mural.
- Councillors agreed to accept Breckland District Council's offer of £1500 to install a shed and free litter picking equipment. Quotes are being requested for a bespoke lockable bin store/litter picking unit. The councillors asked the ALP Officer to investigate installing a bin store at a cost of around £5k.
- Still awaiting commons consent for security improvements to commons. Barnham Cross Carpark improvements should be completed in May once received. The contractor at the site visit agreed if possible to reduce prices so that we could proceed with the smaller carpark later in the year. The Town Council are not applying for planning consent as our interpretation is that the works are within permitted development. (We have had conflicting advice from Breckland). If they challenge us we will have to apply for retrospective planning.
- Replacement doors for Telford Way agreed 50% costs of £1410.99. The total costs of remedial are £8810. The allocated budget for the relocation was £10,000. The Councillors noted the rental of the coach house for storage at a cost of just under £200.

- Due to the lack of parliamentary time the changes to rates on public toilets have not been implemented from the 1st of April. This leaves a significant hole in the budget.
- The Officers have asked for a specification for improved electric points on the market place and permanent festoon lighting with new hanging basket stands with a view to going to tender later in the year.
- The Council have also asked for quotes on a permanent/Christmas lighting scheme for Riverside to submit to the new owners.
- There are technical difficulties with the creation of the new King's square sign and we are awaiting further advice.
- The council has submitted an entry into Anglia In Bloom.
- New grit bins have been replaced at Pine Close and Walmington Court.
- We are behind on our tree works, particularly at Barnham Cross Common, this work and the works at Frederick's Wood will be completed in August. There is a fell on Melford which may need to be done sooner depending on safety report.

848/18

NOTICEBOARDS FOR TOWN COUNCIL SITES

The Deputy Town Clerk asked Councillors to consider the purchase and installation of noticeboards and information panels on the town's commons. Councillors selected a notice board and the officer will get a quotation for 2 boards with the town logo on the top panel for location at Castle Park.

849/18

HEALTH & SAFETY MATTERS

Committee members noted details of spring health and safety and maintenance visits for Town Council Sites that will take place in April 2019.

850/18

CASTLE PARK TRIM TRAIL

Councillors agreed the tender document for the trim trail with one amendment. The trim trail should cater for ages 8 – 80 years. The closing date is 24th May 2019.

851/18

WATER ON BARNHAM CROSS COMMON

The Deputy Town Clerk asked Councillors to consider provision of water on the Elm Road Side of the Common at a cost of not exceeding £4000. After a discussion to investigate if there is water already on the bottom end of the common. The Deputy Town Clerk will investigate and issue a report for Councillors.

852/18

GRAZING ARRANGEMENTS FOR 2019/22

Councillors agreed the advert and details of the grazing licence, including a £3000 bursary. The process of deciding on the applications will be an independent report from our land agent and scoring of the expressions of interest by councillors with a recommendation being brought back to the Amenities Committee.

853/18

DRAIN WORKS AT CAGE LANE TOILETS

Councillors agreed to repairs to drain at Cage Lane toilets costing £876 (7926).

854/18

CHARGES & BOOKING PROCEDURES FOR OPEN SPACES

The Deputy Town Clerk asked Councillors to consider charges and booking procedures for Thetford's open spaces. After a discussion the Committee decided to keep the charges as they are for the following 12 months..

855/18

KING STREET SQUARE

The Deputy Town Clerk asked Councillors to consider plan for planters in front of the water feature costing £900 on Kings Square (4370). After a discussion it was decided to leave this project for the new council.

856/18

INITIAL FEEDBACK FROM INTERNAL AUDIT

It was pointed out by our internal auditors had picked up an item of expenditure that the officer had not obtained 3 quotes for. The Deputy Clerk explained that the Council agreed in 2016 to always use Broxap heritage bins on Town Centre sites. In the last financial year the Council put an order in for 12 bins at a cost of £259 each to qualify for discount and free delivery. This totalled £3108 for 12 bins (4370). After a discussion the Committee agreed to suspend Financial Orders retrospectively.

857/18

REVISED BUDGET FOR GUILDHALL HERITAGE BID

The Deputy Town Clerk asked Councillors to consider the revised budget for Guildhall heritage bid. This would see Thetford Town allocating £140,970 of their reserves to the project as Breckland District Council has only committed £10,000 for the Heritage Hub project.

The Deputy Town Clerk explained that this is a 3-year project to make the Guildhall building and toilets fully accessible. Although there was some concern about the percentages of funding Councillors approved the outline budget.

858/18

COMMUNITY ENGAGEMENT

None.

859/18

CORRESPONDENCE

The following correspondence was noted by Councillors:

CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED			
RESIDENTS/COMMUNITY GROUPS			
1.	7/3/2019	Resident complained of illegal parking The Glade	ALP Officer referred to highways.
2.	9/3/2019	Resident asked who was planting trees on Castle Park.	ALP Officer responded.
3.	10/3/2019	CAWRA requested new no dogs signs	Works Foreman ordered signs
4.	13/3/2019	Tree warden report no problems at Frederick's wood after recent storms.	Noted in correspondence
5.	21/3/2019	Thetford Photography club have asked for grant support.	Noted in correspondence
6.	24/3/2019	Resident complained of lorry parking Collingwood Walk	ALP Officer signposted to highways.
7.	24/3/2019	Resident saying how nice Castle Park looked after litter pick.	Noted in correspondence
8.	25/3/2019	The Methodist Church asked if they could house the hospital stone.	ALP Officer responded.
Councillors approved this idea pending a site visit and agreement on safety and location.			
9.	25/3/2019	Illegal camper and fly tipping on Common	ALP Officer served notice with police.
10.	26/3/2019	The forge wrote to the council about providing services to the Council. Costs per day	ALP Officer advised on becoming an approved

			contractor.
11.	27/3/2019	Resident asked when the statue will be replaced	Cllr Wright responded.
12.	1/4/2019	Resident complained about toilet closure at Bus Station.	ALP Officer responded.
ORGANISATIONS AND OTHER COUNCILS			
13.	11/3/2019	Historic England made no objection to commons consent application.	Noted in correspondence
14.	11/3/2019	Received independent advice that our current business rates on premises do not warrant an appeal.	Noted in correspondence
15.	13/3/2019	County arranged to put in the same locks as we have on the other toilets at the Bus Station.	Noted in correspondence
16.	15/3/2019	Museum Service notified the council that they are applying for funding for the restoration of paintings for Duleep Singh Room.	Noted in correspondence
17.	15/3/2019	Breckland District Council award £10k towards the project.	Noted In correspondence
18.	25/3/2019	Breckland District Council asked to come to the town on the 9 th of April for litter pick event.	VEM officer agreed market place
19.	26/3/2019	County Historic Officer asked how we had spent grant awarded in 2016	ALP Officer responded.

Chairman.