

WYMONDHAM TOWN COUNCIL
 MINUTES OF A TOWN COUNCIL
 MEETING HELD ON TUESDAY 7th December 2021
 in the Council Offices at 7.00 pm.

Councillors Present

S Nuri	P Broome	K Hurn
K Cross	A James	Y Astley
R Elliott	K Carsok	I Flatt
A Holden	R Savage	J Halls
P Hubble		

Member(s) of the Public: 13

Councillor Hurn in the Chair

113/21	<u>APOLOGIES FOR ABSENCE</u> – Cllr. Murrell
114/21	<u>DECLARATIONS OF INTEREST</u> – None.
115/21	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Astley and seconded by Cllr. Broome the minutes of the meeting held on 2 nd November 2021 were unanimously approved as a correct record.
116/21	<u>PROGRESS UPDATES</u> <ul style="list-style-type: none"> • Allotment Ditch - on Grounds keeping list for winter. • CIL: Funds not yet formally allocated to Cemetery earmarked reserve.
117/21	<u>LEISURE ENVIRONMENT ENTERPRISE & TOURISM COMMITTEE</u> minutes of meeting held on 19 th January 2021 were noted. <ul style="list-style-type: none"> • Business Database: Cllr. Carsok advised that she had forwarded 98 invitations using her Wymondham in Bloom database and 15 replies had been received todate.
118/21	<u>OUTSIDE BODIES</u> It was resolved to Appoint Cllr. Nuri-Nixon as the Councils representative to Wymondham Town Football Club Limited.
119/21	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Halls and seconded by Cllr. Savage it was resolved to pay accounts for November 2021, as per the submitted list in the sum of £74,491.80 In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £8,664.86
120/21	<u>MAYORS ENGAGEMENT (S)</u> – noted.
121/21	<u>PUBLIC PARTICIPATION:</u> <ul style="list-style-type: none"> • Town Team representative read out statement in support of proposed Co-ordinator position. • Resident supported proposed Co-ordinator position and proposal for Chandlers Hill gardens to become the Queens jubilee garden. • Greening Wymondham representative was against Chandlers Hill as the Jubilee gardens as they were unambitious plans preferring the pond area at Becketswell.

122/21	<p><u>JUBILEE GARDEN</u> After a lengthy discussion encompassing different aspects of how the garden should be laid out including trees, bushes, flowers, plaques, signage and seating upon the proposition of Cllr. Cross and seconded by Cllr. Carsok it was resolved to dedicate this area as the Queens Platinum Jubilee Gardens and to consult with local volunteers and to engage a garden designer and carry out the work within a maximum budget of £5,000.</p>
123/21	<p><u>TOWN CENTRE CO-ORDINATOR</u> Cllr. Holden outlined his paper for the appointment of a part time (2 days per week) Co-ordinator and their role.</p> <p>A detailed discussion then took place on the merits of the proposal together with concerns such as should this be the role of South Norfolk Council, the cost and what the role will entail. How would success be achieved and measured? Does the Council have the ambition to move to the next step?</p> <p>Original Proposal by Cllr. Holden seconded by Cllr. Elliott:</p> <p>This council agrees to employ a town co-ordinator on an initial 12month contract for a flexible 16 hours per week. The job description, person specification and salary level are to be determined by the Town Council Personnel group.</p> <p>Upon the resolution of Cllr. Halls and seconded by Cllr. Savage the following amendment to the original resolution was proposed and voted upon:</p> <p>For the position of Town co-ordinator, the job description, person specification and salary level are to be determined by the Town Council Personnel Group. The Personnel Group shall report back to the Full Council for ratification of their decision, and degrees of measurement will be included in the job specification.</p> <p>A recorded vote was requested.</p> <p>Those For: Cllrs. Hubble, Hall, Nuri-Nixon, James, Broome, Hurn, Astley & Savage</p> <p>Those against: Cllrs. Elliott, Carsok, Cross, Flatt & Holden.</p> <p>The amended resolution was passed.</p>
124/21	<p><u>PROPOSED SCHEDULE OF MEETING DATES 2022</u> – Noted.</p>
125/21	<p><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u></p> <p><u>Norfolk County Council</u></p> <ul style="list-style-type: none"> • Cllr. Savage <ul style="list-style-type: none"> ○ Update on Wymondham railway station access improvements ○ B1172 resurfacing – Elm Farm roundabout to The Drive to commence on 8/12/21 ○ New recycling centre had open at Harford and Kettering depot closed. ○ Budget consultation had started. <p><u>South Norfolk Council</u></p>

	<ul style="list-style-type: none"> • Cllr. Halls <ul style="list-style-type: none"> ○ Concerns that consideration was being given to 3 new settlement sites (Hethel, Honingham Thorpe & Silfield) despite the existing allocations for Wymondham. Wymondham Area Action plan lists 2200 new dwellings but actual number is 333.
126/21	<p><u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u></p> <ul style="list-style-type: none"> • Cllr. James – Wymondham Access Group have recommenced meetings and are still concerned about disabled access at the railway station. • Cllr. Halls – attended the Old Grammar School Trust meeting to award education grounds. More recipients were required. • Cllr. Hubble – Town Team Wynterfest – praised volunteers. • Cllr. Holden – Allotment Association – 9 plots had been marked and 2 more were in progress. • Cllr. Hurn – Draft neighbourhood plan had been published and was now in a consultation stage. Copies could be viewed online or at the Council Offices/Library. • Cllr. Elliott – Greening Wymondham <ul style="list-style-type: none"> ○ Browick Recreation Ground orchard project was progressing, 4 sessions todate with 20 participants. ○ Litter pick had been a success. ○ NCC million tree project was there going to be a stage 3. Cllr. Savage advised he thought their would be but where will the trees go.

Cllr. Hurn wished everybody a Merry Christmas and a prosperous new year

[The meeting closed at 20.47 pm]

DATED thisday of2021

SIGNED(Chairman)

No.	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
205	Funeral Services Ltd	Refund of duplicate payment	Burials and Memorials	3300	1020.00		0.00	1020.00	706680
206	EE	Groundsman's telephone - October	Admin - telephone	4320	15.64		3.13	18.77	706681
207	EDF	Elec 24/9/21-22/10/21	TIC - Electricity	8040	89.23		4.46	93.69	706682
208	Sanitec Cleaning (Norwich) Ltd	Daily clean of public toilets and emergency clean -October	Public Toilets	4300	1022.33		204.47	1226.80	706683
209	Poppy Appeal	Poppy Wreath	Est - Miscellaneous	4090	50.00		0.00	50.00	706684
210	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130	485.69		97.15	582.84	706685
211	Singhs Flakes Ltd	Ice cream van - Mayor's Civic Reception	Est - Civic Events	4085	220.00		0.00	220.00	706686
212	E.ON Next	Elec Council Offices and Maintenance shed 2/10/21-31/10/21	Est - Electricity	4040	278.85		55.77	334.62	706687
213	Great Melton Farms	Chrs/Christmas tree - Market Place	Est - Christmas lights	4120	114.17		22.83	137.00	706688
214	EDF	Elec 23/10/21-22/11/21 - Market Place	TIC - Electricity	8040	96.87		4.84	101.71	706689
215	BT	Telephone and Internet	TIC - Telephone	8100	226.57		45.31	271.88	706690
216	HMRG	PAYE/NIC	PAYE/NIC	4000	2,763.38		0.00	2,763.38	706691
217	Norfolk Pension Fund	Pensions	Pensions	4000	3,152.17		0.00	3,152.17	706692
218	Biffa Waste Services Ltd	Wheeled Bin Account	Council Refuse	4520	85.04		17.01	209.34	706693
219	East Fire Extinguishers & Alarms UK Ltd	Intruder Alarm/Call system service	Cemetery Refuse	4420	89.41		17.88	209.34	706693
220	Sanitec Cleaning (Norwich) Ltd	Wheeled Bin Account	Cemetery Refuse	4420	89.41		17.88	209.34	706693
221	Wymondham Tyre Services Ltd	Deep clean of public toilets - November	Est - Maintenance	4180	180.00		36.00	216.00	706694
222	Wymondham Garden Centre	Daily clean of public toilets and emergency clean - November	Public Toilets	4300	1,010.33		36.00	1,428.40	706695
223	Viking Payments	2 No. inner tubes	L & E Maintenance	6130	36.00		7.20	43.20	706696
224	Neil Thomas	Plants and Compost	L & E Brighton Wymondham	6160	732.49		146.49	878.98	706697
225	Hays Recruitment	Stationery	Admin - print/stationery	4310	34.42		6.88	41.30	706698
226	Jewson Limited	Clear Trees around street lights - Cemetery	Cemetery maintenance	4440	400.00		0.00	400.00	706699
227	Mr Overalls Ltd	Temporary Ground staff	Salaries and wages	4000	3,002.65		600.55	214.23	706700
228	Mrs O Gaul	Temporary Ground staff	L & E Brighton Wymondham	6160	1,071.21		214.23	4,888.64	706700
229	Ernest Doe & Sons Ltd	3 No. sheets ply wall board, saw - Schools Christmas designs	Est - Miscellaneous	4090	87.99		17.60	368.15	706701
230	Ingham Pincock Associates	Cable avoiding tool	Cemetery maintenance	4440	25.00		5.00	41.10	706702
231	H Brett & Son	Hire of digger, softwood sleeper and coach screws	Cemetery maintenance	4440	193.80		6.85	120.00	706703
232	Canon UK Ltd	Cable avoiding tool	Est - Health & Safety	4195	34.25		0.00	120.00	706703
233	Glasdon UK Limited	1 pr trousers	Est - Cleaning	4050	20.00		0.00	120.00	706703
234	Rentokil Initial UK Ltd	Cleaning of Council Offices	Est - Cleaning	4050	20.00		0.00	120.00	706703
235	Eastern Play Services Ltd	Mirror Glass, wheel, repairs to Husqvarna, repairs to Wesssex	L & E Equipment maintenance	6140	1,561.16		312.25	185.20	706704
236	Farmbits Direct Limited	Patio magic, grease, round up, brake part cleaner, saw chain	L & E Maintenance	6130	925.97		19.50	3,101.57	706705
237	Wymondham Town Archive	Safety Boots, head light, anti vibe gloves	Est - Health & Safety	4195	97.49		472.80	2,836.80	706705
238	Wymondham Heritage Society	Neighbourhood Plan consultancy services	Est - Miscellaneous	4090	2,800.00		560.00	3,360.00	706706
239	Charisma Spatial Planning Limited	Cleaning of the War Memorial	Admin - Print/stationery	4310	98.03		19.61	117.64	706707
240	Stannah Lift Services Limited	Rental 1.12.21-28.02.22	Admin - Print/stationery	4310	98.03		19.61	117.64	706707
241	Katherine Hannam T/A Wymondham Magazine	3 No picnic benches, 3 No. benches	Est - Miscellaneous	4090	3579.79		715.96	4,503.35	706708
242	EE	1 No. black waste bin	Est - Miscellaneous	4090	173.00		34.60	178.37	706709
		Service contract - sanitary unit	Est - Miscellaneous	4090	148.64		29.73	178.37	706709
		Wet pour repairs at Kings Head Meadow and Belllope	Est - Miscellaneous	4090	698.00		139.60	837.60	706710
		70 posts, wire and staples	Est - Miscellaneous	4600	456.82		91.37	548.19	706712
		Grant	Est - Archives	4170	500.00		0.00	500.00	706713
		Pack of 4 Greeting Cards	TIC - Sales	7000	18.90		0.00	18.90	706714
		Neighbourhood Plan Health Check Review	Est - Miscellaneous	4090	1,650.00		330.00	1,980.00	706715
		Lift servicing 10/8/21-9/11/21	Est - Miscellaneous	4090	162.50		32.50	195.00	706716
		About Wymondham - December edition	Est - Miscellaneous	4820	1,500.00		0.00	1,500.00	706717
		Groundsman's telephone - November	Admin - telephone	4320	15.64		3.13	18.77	706718
					12,082.84		4,736.73	38,304.16	
								21,484.59	
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/Stationery	4310	79.75		15.95	95.70	
	Anglian Internet	Telephone and internet -	Admin - telephone	4320	99.65		19.93	119.58	
	Public Works Loan Board	Half yearly payment	Est - Miscellaneous	4090	35,972.36		0.00	35,972.36	
					12,082.84		4,772.61	74,491.80	
								57,636.35	



Chairman



Deputy Chairman

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
8	Barclays Payflow	Salaries - November	Admin Salaries Estab Salaries Cemetery Salaries TIC Salaries		5,103.69 2,954.25 606.92		8,664.86	D/D
TOTALS							8,664.86	

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 Chairman

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 Deputy Chairman

30th November 2021