

WYMONDHAM TOWN COUNCIL

MINUTES OF A TOWN COUNCIL

MEETING HELD ON TUESDAY 1st JUNE 2021 in the Council Offices at 7.00 pm.

Councillors Present

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

Member(s) of the Public: 4

Norfolk County Councillor (Forehoe): D Elmer

Councillor Hurn in the Chair

049/21	<u>APOLOGIES FOR ABSENCE</u> – None
050/21	<u>DECLARATIONS OF INTEREST</u> – None.
051/21	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Astley and seconded by Cllr. Holden the minutes of the meeting held on 4 th May 2021 were unanimously approved as a correct record.
052/21	<u>PROGRESS UPDATES-</u> Allotment Ditch – Clerk confirmed this had been reported to the Senior Grounds person and would be attended to later in the year.
053/21	<u>COMMITTEES & WORKING GROUPS</u> Cllr. Hurn explained that this is covered in the Council’s Standing Order pack which all Councillors have a copy. It was resolved to continue with these.
054/21	<u>COMMITTEES TERMS OF REFERENCE</u> Cllr. Hurn explained that this is covered in the Council’s Standing Order pack which all Councillors have a copy. It was resolved to continue with these.
055/21	<u>APPOINTMENTS TO COMMITTEES</u> After discussion upon the resolution of Cllr. Savage and seconded by Cllr. Astley it was resolved to appoint committees in accordance with the list attached to these minutes.
056/21	<u>APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES</u> After discussion upon the resolution of Cllr. Holden and seconded by Cllr. Elliott it was resolved to appoint committees in accordance with the list attached to these minutes.
057/21	<u>APPOINTMENTS TO WORKING GROUPS</u> After discussion upon the resolution of Cllr. Astley and seconded by Cllr. Halls it was resolved to appoint working groups in accordance with the list attached to these minutes.

058/21	<p><u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Flatt and seconded by Cllr. Savage it was resolved to pay accounts for May 2021, as per the submitted list in the sum of £55,921.37.</p> <p>In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £10,246.25</p>
059/21	<p><u>MAYORS ENGAGEMENTS</u> – these were noted.</p>
060/21	<p><u>PUBLIC PARTICIPATION</u>: 3 members of Greening Wymondham read out statements in support of taking action in respect of climate change and the need to plant trees.</p>
061/21	<p><u>INTERNAL AUDITORS</u> Letter from Larking Gowen received stating ‘no matters came to light to indicate that the Council’s internal control objectives were not being achieved’ was noted.</p>
062/21	<p><u>ACCOUNTS YEAR ENDING 31.3.21</u> Upon the proposition of Cllr. Savage and seconded by Cllr. Halls it was unanimously resolved to approve the presented Annual Accounts for the year ending 31st March 2021.</p>
062a/21	<p><u>ANNUAL GOVERNANCE STATEMENT</u> Upon the proposition of Cllr. Savage and seconded by Cllr. Halls it was unanimously resolved to approve the presented Annual Governance Statement for the year ending 31st March 2021.</p>
062b/21	<p><u>ACCOUNTING STATEMENT</u> Upon the proposition of Cllr. Savage and seconded by Cllr. Halls it was unanimously resolved to approve the presented Accounting Statement for the year ending 31st March 2021.</p>
063/21	<p><u>ARMED FORCES COVENANT</u> Clerk explained that this was a national initiative that had been cascaded down to County then District level and had now reached Town/Parish Councils. After discussion there was agreement that the covenant should be adopted. Upon the resolution of Cllr. Savage and seconded by Cllr. Elliott it was resolved to authorise the Town Mayor, Deputy Mayor and Clerk to review the document and bring a revised copy back to full Council for approval.</p>
064/21	<p><u>ROTHBURY ROAD AMENITY AREA</u> Discussion took place regarding the request from Greening Wymondham to plant trees on Rothbury Road amenity area. Local impact needs to be considered together with consultation with local residents and the types of trees that could potentially be planted. It was noted that the Air Ambulance landed on the site recently. Upon the resolution of Cllr. Savage and seconded by Cllr. Elliott it was resolved that a proper paper outlining proposals should be considered by the LEET committee, before any decision by the full Council.</p>
065/21	<p><u>BENCH</u> Cllr. Nuri-Nixon requested that the Council consider a memorial bench in respect of Covid 19 and the work undertaken by the NHS. The bench to be placed on Market Street where the telephone boxes used to be. It was resolved to authorise Cllr. Nuri-Nixon in conjunction with the Clerk to prepare a suitable design for Council approval.</p>

066/21	<p><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u></p> <p><u>Norfolk County Council</u> Newly elected Norfolk County Councillor (Forehoe Division which covers South Wymondham) Daniel Elmer introduced himself. He was thanked for resolving an issue on the Browick Road roundabout and once up to speed would receive briefings in particular the Railway Station disabled access platform issue.</p> <p><u>South Norfolk Council</u> Cllr. Halls – changes were being made to Cabinet position and committees and these were settling down.</p>
067/21	<p><u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u></p> <ul style="list-style-type: none"> • Cllr. Murrell had been contacted by Mr Vale who had advised that a garage sale was being organised for North Wymondham.

[The meeting closed at 20.03 pm]

DATED thisday of2021

SIGNED(Chairman)

**WYMONDHAM TOWN COUNCIL
APPOINTMENTS TO COMMITTEES
MAY 2021**

Finance & General Purposes: (5)

Cllrs:

Hurn	Elliott	Flatt	Cross	Halls
------	---------	-------	-------	-------

Leisure & Environment: (5)

Cllrs:

Murrell	Holden	Astley	Travis	Hubble
---------	--------	--------	--------	--------

Planning, Lighting & Highways: (5)

Cllrs:

Savage	Broome	Astley	James	Nuri-Nixon
--------	--------	--------	-------	------------

Outside Bodies:

Archive Management Group (3) - Cllrs. James, Broome and Travis

Central Hall Committee: (1) – Cllr. Astley

Lizard Trustees (2) – Cllr. Halls & Mrs A Roberts (2019-23)

Lizard Trustees (2) – Cllr. Nuri-Nixon & S Knights (2018-22)

North Wymondham Community Centre (1) – Cllr. Murrell

Wym. Access Group (1) Cllr. James

Wym. Allotments Group (1) – Cllr. Holden

Wym. Fuel Allotments Charity (1) – Cllr. Savage
R Bartram, M Gibbins, G Iain, J Reynolds & Dr C Thorman.

Wym. Grammar School Trust (1) Cllr. Savage

Wym. Market Cross Trust (2) – Mayor & Deputy Mayor

Wym. Music Festival (1) – Cllr. Hubble

Wym. Tennis Club -Cllr. Cross

Wym. Town Football Club (1) – Cllr. Travis

Wymondham Business Group – Town Team (1) – Cllr. Hubble

Working Groups:

'About Wymondham' – Town Mayor, Town Clerk,

Council Blds, Health & Safety & Personnel (4) – Cllrs. Halls, Nuri, Broome and Savage

New Cemetery – (5) – Cllrs. Broome, Savage, Hurn, Holden & Halls

Farmers Market (2) – Cllrs. Elliott & Travis

Greening Wymondham (1) – Cllr. Elliott

Green Infrastructure Group (1) – Cllr. Holden

WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS									
No	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
27	E.ON	12/4/21-29/4/21	Est-Electricity	4040		190.45	38.09	228.54	706495
28	Sanitec Cleaning (Norwich) Ltd	Daily clean of public toilets	Public toilets	4300		940.33	188.07	1,128.40	706496
29	BT	Telephone and Internet	Admin - Telephone	4320		10.28	2.06	12.34	706497
30	Farmbits Direct Limited	16 No. fence posts	Allotments	4600		60.80	12.16	72.96	706498
31	Wymondham and Attleborough Talking Newspaper	Grant	Grants	4700		122.70	0.00	122.70	706499
32	Wymondham Old Grammar School Foundation	Bellrope Lane park - rent	L & E Bellrope - rent	6120		600.00	0.00	600.00	706500
33	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130		458.34	91.67	550.01	706501
34	Royal Images	Portrait of Queen Elizabeth II	Est - Miscellaneous	4090		218.50	43.70	262.20	706502
35	EDF	10.4.21-11.5.21	TIC - Electricity	8040		72.78	3.64	76.42	706503
36	Katherine Hannam T/A Wymondham Magazine	About Wymondham - June edition	About Wymondham - Editorial	4820		1,500.00	0.00	1,500.00	706504
37	Wymondham Tyre Service Ltd	1 No. tyre	L & E Maintenance	6130		52.00	10.40	62.40	706505
38	Vindor Waste Management Ltd	Wheeled Bin Account & yearly charge	Council Refuse	4520	110.75		22.15	274.56	706506
39	T/a Commercial & Industrial Cleaning Supplies Ltd	Wheeled Bin Account & yearly charge	Cemetry Refuse	4420	118.05		23.61	29.30	706507
40	Farmbits Direct Limited	3 No. 5ltr hand soap	Public toilets	4300		24.42	4.88	29.30	706507
41	Heys	Rapid set concrete	Cemetry maintenance	4440		19.95	3.99	23.94	706508
42	Viking	Temporary Ground staff	Salaries and wages	4000	1,868.44		373.69		
43	Ingham Pinnock Associates	5 No. 5 Part dividers. 3 No. Jan-Dec dividers	L & E Brighter Wymondham	6160	1,011.79		202.35	3,456.27	706509
44	HMRC	Consultancy Services - Neighbourhood plan	Admin - Print/stationery	4090		16.92	3.38	20.30	706510
45	Norfolk Pension Fund	PAYE/NIC	Est - Miscellaneous	4000		2,364.00	472.80	2,836.80	706511
46	Jewson Ltd	Pensions	PAYE/NIC	4000		3,487.48	0.00	3,487.48	706512
47	Barclays Bank PLC/Mr Overalls	Sleeper. Screws and postcrete	Pensions	4000		3,803.79	0.00	3,803.79	706513
48	Ernest Doe & Sons Ltd	Screws, Mending plate steel, timber	Cemetry maintenance	4440	80.19		16.04	138.17	706514
49	Alan R Cross & Son	Gloves x 5	L & E Maintenance	6130	34.95		8.50	51.00	706515
50	Canon UK Ltd	Shield, evergreen, grease cartridges, bleach	L & E Maintenance	6130	72.46		14.48		
51	Mrs O Gaul	Safety glasses, anti vibes gloves	L & E Health & Safety	4195	22.49		4.50		
52	Petty cash	Battery blower	Est - Miscellaneous	4090	250.00		50.00	413.93	706516
53	Alan R Cross & Son	Repair lead, supply cable protector	Markets - Maintenance	4540		248.18	49.64	297.82	706517
54	Canon UK Ltd	Rental 1.6.21-31.8.21	Admin - Print/stationery	4310		98.03	19.61	117.64	706518
55	Mrs O Gaul	Cleaning of Council Offices	Est - Cleaning	4050		120.00	0.00	120.00	706519
56	Petty cash	Kitchen supplies	Est - Miscellaneous	4090	5.18		0.00		
57		Hooks	Est - Miscellaneous	4090	1.00		0.00		
58		Bouquet	Est - Miscellaneous	4090	30.00		0.00		
59		Birthday card	Est - Miscellaneous	4090	5.10		0.00		
60		St Georges flag	Est - Miscellaneous	4090	3.55		0.00	44.83	706520
					3,613.95	14,451.45	1,666.40	19,731.80	
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/Stationery	4310		79.75	15.95	95.70	
	Public Works Loan Board	Half yearly payment	Est - Miscellaneous	4090		35,972.36	0.00	35,972.36	
	Anglian Internet	Telephone and internet	Admin - telephone	4320		101.26	20.25	121.51	
					3,613.95	50,604.82	1,702.60	56,921.37	



 Chairwoman



 Deputy Chairman

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
2	Barclays Payflow	Salaries - May	Admin Salaries Est Salaries Cemetery Salaries TIC Salaries	5,103.69 4,493.21 649.35			10,246.25	D/D
TOTALS							£10,246.25	

.....Chairman

.....Deputy Chairman

31st May 2021