

WYMONDHAM TOWN COUNCIL
 MINUTES OF A TOWN COUNCIL
 MEETING HELD ON TUESDAY 3rd AUGUST 2021
 in the Council Offices at 7.00 pm.

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Councillors Present

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

Member(s) of the Public: 5

Councillor Hurn in the Chair

068/21	<u>APOLOGIES FOR ABSENCE</u> – Cllrs. Murrell, James & Hubble.
069/21	<u>DECLARATIONS OF INTEREST</u> – Cllr. Holden as an allotment holder and member of the allotment association.
070/21	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Holden and seconded by Cllr. Cross the minutes of the meeting held on 1 st June 2021 were unanimously approved as a correct record.
071/21	<u>PROGRESS UPDATES</u> – None.
072/21	<u>LEISURE ENVIRONMENT ENTERPRISE & TOURISM COMMITTEE</u> minutes of meeting held on 20 th July 2021 were noted.
073/21	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Astley and seconded by Cllr. Halls it was resolved to pay accounts for June 2021, as per the submitted list in the sum of £22,053.94 In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £9,081.45
074/21	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Broome and seconded by Cllr. Flatt it was resolved to pay accounts for July 2021, as per the submitted list in the sum of £23,156.05 In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £8,758.37
075/21	<u>MAYORS ENGAGEMENT (S)</u> – Norfolk historic buildings trust summer party, Oulton chapel, Oulton (near Aylsham) was noted.
076/21	<u>WYMONDHAM IN BLOOM PRESENTATION</u> Kim Carsok gave a presentation of the work undertaken by the group and their aspirations for 2022.
077/21	<u>PUBLIC PARTICIPATION:</u> <ul style="list-style-type: none"> • Two residents spoke in support of the Brighter Future proposals • Allotment holder raised issues regarding the effects of pollution from

	<p>traffic, in particular to the 8 plots proposed adjacent to the main road.</p> <ul style="list-style-type: none"> • One resident suggested a ‘buddying’ scheme with people who have land at home that could be cultivated by those on the allotment waiting list. • One resident spoke in favour of the proposed installation of benches at Ketts Park.
078/21	<p><u>KETTS PARK</u> Cllr. Savage introduced his paper and after discussion upon the proposition of Cllr. Savage and seconded by Cllr. Astley it was unanimously resolved to install 4 picnic benches and 2 ordinary benches at Ketts Park at a cost of £3579.79 + VAT.</p>
079/21	<p><u>BRIGHTER FUTURE</u> Cllr. Holden introduced his proposals. It was discussed that South Norfolk Council were working on ideas under their Market Town Initiative and that this proposal should dovetail with their work and not duplicate it. Concerns were raised over any future financial implications and that money should come from South Norfolk Council as they had received funds from Central Government. It was confirmed by Cllr. Holden that there was no financial commitment at this stage. Upon the proposal of Cllr. Holden and seconded by Cllr. Elliott it was resolved to form a time & task working group in accordance with the submitted proposal and that the Council would be represented by Cllrs. Holden, Cross, Elliott and Flatt.</p>
080/21	<p><u>ARMED FORCES COVENANT</u> Cllr Hurn introduced the revised covenant which had been reviewed by himself, Cllr. Broome and the Clerk. Upon the proposition of Cllr. Hurn and seconded by Cllr. Broome it was unanimously resolved to adopt the covenant and to appoint Cllr. Halls as the Councils Armed Forces champion.</p>
081/21	<p><u>ALLOTMENTS</u> Cllr. Holden presented his paper to increase the number of half sized plots on the allotment site at Chapel Lane by 19 with the work being undertaken by the Allotment Association. Concern was raised regarding the effects of traffic pollution in particular the proposed site of 8 new plots near the main road. Upon the proposition of Cllr. Holden and seconded by Cllr. Elliott it was unanimously resolved to approve the installation of the other 11 plots with an allocation of a maximum of £870 for the purchase of posts, wire etc.</p>
082/21	<p><u>MARKETS</u> Cllr. Hurn introduced the paper proposing that a working group be set up to review Market rents and Terms and Conditions. After discussion upon the resolution of Cllr. Hurn and seconded by Cllr Savage it was unanimously resolved to set up a working group consisting of Cllrs. Elliott, Broome, Cross, Halls and James.</p>
083/21	<p><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u> <u>Norfolk County Council</u></p> <ul style="list-style-type: none"> • Cllr. Savage. <ul style="list-style-type: none"> ○ New bypass for Long Stratton progressing. ○ Car free day will be on 19th September 2021. ○ Road Closure on London Road (B1172) re new roundabout. ○ ‘E’ bike trial to be extended to Wymondham, Hethersett & Drayton.

	<u>South Norfolk Council</u> <ul style="list-style-type: none"> • Cllr. Halls <ul style="list-style-type: none"> ○ Initial stages of SNC/Broadland Councils looking at possible new office accommodation. ○ Unitary Governance is being considered.
084/21	<u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u> – None.

[The meeting closed at 20.24 pm]

DATED thisday of2021


SIGNED(Chairman)

WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS

No	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
53	Anglian Internet	Website hosting, Domain renewal	Admin - Print/stationery	4310		83.33	16.67	100.00	706521
54	Norfolk Windscreens Ltd	Supply and fit windscreens - VW Caddy	Est - van maintenance	4155		125.00	25.00	150.00	706522
55	BT	Telephone and internet - TIC	TIC - Telephone and internet	8100		230.95	46.19	277.14	706523
56	Sanitec Cleaning (Norwich) Ltd	Daily clean of public toilets	Public toilets	4300		940.33	188.07	1,128.40	706524
57	BT	Telephone and internet	Admin - Telephone	4320		10.28	2.06	12.34	706525
58	E.ON	Elec 29.4.21-4.6.21	Est - Electricity	4040		297.79	59.56	357.35	706526
59	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130		388.64	77.72	466.36	706527
60	Anglian Water Business (National) Ltd	Water 4.3.21-3.6.21	L & E water - Browick	6040		12.02	0.00	12.02	706528
61	Metro Rod	Emptying wet well	Est - Maintenance	4180		421.17	84.23	505.40	706529
62	EE	Groundsmans telephone	Admin - telephone	4320		15.64	3.13	18.77	706530
63	Viridor Waste Management Ltd	Wheeled Bin Account & yearly charge	Council Refuse	4520	88.22		17.64		
		Wheeled Bin Account & yearly charge	Cemetary Refuse	4420	69.48		13.89	189.23	706532
64	Fairbits Direct Ltd	7 No. fence posts	Alotments	4600		26.60	5.32	31.92	706533
65	Bittern Books	OS Explorer, Walks for all ages, Cycling country lane	TIC purchases	8050		53.01	0.00	53.01	706534
66	Viking	45 Reams of copier paper, shredder	Admin - Print/stationery	4310	537.05		107.41		
		Toner cartridge	TIC - print/stationery	8110	40.49		8.10	693.05	706535
67	Savills Client a/c re Anglian Water Services	Rent in advance 24/6/21-2/9/21	Alotments	4600		907.12	0.00	907.12	706536
68	Hays	Temporary Ground staff	Salaries and wages	4000	2205.71		441.14		
		Temporary Ground staff	L & E Brighter Wymondham	6160	1517.69		303.53	4,468.07	706537
69	Canon UK Ltd	Printing costs 1.3.21-31.5.21	Admin - Print/stationery	4310		77.97	15.59	93.56	706538
70	Larking Gowen	Internal audit for y/e 31.3.21	Est - audit	4110		1,805.00	361.00	2,166.00	706539
71	HMRC	PAYE/NIC	PAYE/NIC	4000		2,872.80	0.00	2,872.80	706540
72	Norfolk Pension Fund	Pensions	Pensions	4000		3,338.77	0.00	3,338.77	706541
73	Ernest Doe & Sons Ltd	Trimmer head, air filter, lynch pin, throttle cable, Lock pin	L & E Maintenance	6130		114.17	22.84	137.01	706542
74	C C Clements & Sons	2 No. keys cut	L & E Maintenance	6130		6.75	1.35	8.10	706543
75	Wymondham Garden Centre	Bedding plants, compost and feed	L & E Brighter Wymondham	6160		545.38	109.07	654.45	706544
76	Jewson Ltd	Screws & drain cover	L & E Maintenance	6130		52.30	10.46	62.76	706545
77	Anglian Water Business (National) Ltd	Water 24/3/20-9/9/20	Public toilets	4300		710.88	0.00	710.88	706546
78	Mrs O Gaul	Cleaning of Council Offices	Est - Cleaning	4050		150.00	0.00	150.00	706547
79	T/a Commercial & Industrial Cleaning Supplies Ltd	Toilet rolls and urinal blocks	Public toilets	4300		111.90	22.38	134.28	706548
80	E.ON	Elec 25.3.21-12.6.21	L & E water - Browick	6040		44.16	2.21	46.37	706549
81	Richard Stone	Delivery of June Wymondham magazine	About Wymondham Distribution	4810		500.00	0.00	500.00	706550
82	Ernest Doe & Sons Ltd	Repairs to Wessex	L & E Equipment maintenance	6140		370.37	74.07	444.44	706551
83	EE	Groundsmans telephone	Admin - telephone	4320		16.76	3.35	20.11	706552
84	Sanitec Cleaning (Norwich) Ltd	Daily clean of public toilets	Public toilets	4300		940.33	188.07	1,128.40	706553
					4,458.64	15,169.42	2,210.05	21,838.11	
	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		100.11	20.02	120.13	
					4458.64	15,349.28	2,246.02	22,053.94	



Chairman



Deputy Chairman

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
3	Barclays Payflow	Salaries - June	Admin Salaries Estab Salaries Cemetery Salaries TIC Salaries	£5,103.69 £2,028.10 £1,415.75 £533.91			£9,081.45	D/D
TOTALS							£9,081.45	

..... Chairman

..... Deputy Chairman

30th June 2021

WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS										
No	PAID TO	DESCRIPTION	SERVICES	NIC	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE	
85	EDF	Elec 12.5.21-10.6.21 - Market Place	Markets - Electricity	4560		64.78	3.24	68.02	706554	
86	Karen Chamberlain	Reading glasses used for Display screen equipment	Est - Health & Safety	4195		89.00	0.00	89.00	706555	
87	BT	Telephone and Internet - Alarm line	Admin - Telephone	4320		10.28	2.06	12.34	706556	
88	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130		475.29	95.05	570.34	706557	
89	E.ON	Elec 1.4.21-30.6.21 - Town Sign	Est - Electricity	4040		58.35	2.92	61.27	706558	
90	E.ON	Elec 4.6.21-17.6.21	Est - Electricity	4040		272.98	42.91	315.89	706559	
91	EDF	Elec 11.6.21-09.7.21 - Market Place	Markets - Electricity	4560		112.11	5.61	117.72	706560	
92	Anglian Water Business (National) Ltd	Water 10.9.20 - 9.6.21	Public toilets	4300		1,253.83	0.00	1,253.83	706561	
93	Amberol Ltd	Octagonal tiered planter (outside toilets)	L & E Brighter Wymondham	6160		741.50	148.30	889.80	706562	
94	TG Bodyshop	Replace radiator to Citroen van	Est - van maintenance	4155		176.99	35.40	212.39	706563	
95	HMRC	PAYE/NIC	PAYE/NIC	4000		2,889.52	0.00	2,889.52	706564	
96	Norfolk Pension Fund	Pensions	Pensions	4000		3,255.34	0.00	3,255.34	706565	
97	Mitchell Building Services Ltd	Wall repairs Priory Gardens	Est - Miscellaneous	4090	53.00		10.60			
		Supply and fit replacement water heater	Public toilets	4300	831.10		166.22	1,060.92	706566	
		Annual Dualcom monitoring fee 1.6.21-31.5.22	Est - Miscellaneous	4090		300.00	60.00	360.00	706567	
98	Efire	Puncture repair	L & E Maintenance	6130		24.00	4.80	28.80	706568	
99	Wymondham Tyre Services Ltd	Reset lift	Est - Maintenance	4180		190.42	38.08	228.50	706569	
100	Stannah Lift Services Ltd	Wheeled Bin Account & yearly charge	Council Refuse	4520	82.36		16.47			
101	Viridor Waste Management Ltd	Wheeled Bin Account & yearly charge	Cemetary Refuse	4420	88.56		17.71	205.10	706570	
102	Ingham Pinnock Associates	Neighbourhood plan consultancy services	Est - Miscellaneous	4090		2,364.00	472.80	2,836.80	706571	
103	Jewson Ltd	Floor scraper	L & E Maintenance	6130		18.51	3.70	22.21	706572	
104	D.T.H Burial Services	Grave work	Cemetary maintenance	4440		3,100.00	0.00	3,100.00	706573	
105	Yellow Publications Ltd	10 No. Around & About Wymondham and Tiffy Valley	TIC purchases	8050		29.10	0.00	29.10	706574	
106	Ernest Doe & Sons Ltd	Repairs to Wessex, gas struts & consumables	L & E Equipment maintenance	6140	354.37		70.87			
		Mower repairs, blade, washer & Consumables	L & E Equipment maintenance	6140	118.47		23.69			
		PTO shaft Wessex	L & E Equipment maintenance	6140	292.56		58.51	918.47	706575	
107	Hays	Temporary Ground staff	Salaries and wages	4000	2,276.09		455.22			
		Cleaning of Council Offices	L & E Brighter Wymondham	6160	1,129.47		225.90	4,086.68	706576	
108	Mrs O Gaul	Toilet rolls	Est - Cleaning	4050		120.00	0.00	120.00	706577	
109	T/a Com & Ind Cleaning Supplies Ltd	Groundsman's telephone	Public toilets	4300		95.60	19.12	114.72	706578	
110	EE	Kitchen supplies	Admin - telephone	4320		16.20	3.24	19.44	706579	
111	Petty cash	Repairs to Deputy Mayors chain	Est - Miscellaneous	4090	26.16		0.00			
		Man hole key	Est - Miscellaneous	4090	42.00		0.00			
			Est - Miscellaneous	4090	4.47		0.90	73.53	706580	
					5,298.61	15,657.80	1,983.32	22,939.73		
	DIRECT DEBITS									
	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		100.52	20.10	120.62		
					5,298.61	15,838.07	2,019.37	23,156.05		

[Signature]
 Deputy Chairman

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 Chairman

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
4	Barclays Payflow	Salaries - July	Admin Salaries	5,103.69				
			Estab Salaries	3,173.68				
			Cemetery Salaries					
			TIC Salaries	481.00			8,758.37	D/D
							8,758.37	


..... Chairman


..... Deputy Chairman

31st July 2021