

WYMONDHAM TOWN COUNCIL
 MINUTES OF A TOWN COUNCIL
 MEETING HELD ON TUESDAY 4th October 2022
 in the Council Offices at 7.00 pm.

Councillors Present

R Elliott	P Broome	K Hurn
K Cross	S Nuri-Nixon	K Carsok
A James	J Halls	R Savage
A Holden		

Member(s) of the Public: 2

Councillor Hurn in the Chair

A one minute silence was observed in respect of the passing of HM Queen Elizabeth II

130/22	<u>APOLOGIES FOR ABSENCE</u> – Cllr. Flatt, Astley & Hubble.
131/22	<u>DECLARATIONS OF INTEREST</u> <ul style="list-style-type: none"> • Cllr. Cross- NCC Western Link Consultation – Owns business on Barnham Broom Road.
132/22	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Holden and seconded by Cllr. Halls the minutes of the meeting held on 6 th September 2022 were unanimously approved as a correct record.
133/22	<u>PROGRESS UPDATES</u> <ul style="list-style-type: none"> • Cllr. Holden – Is a Policy Review Working group meeting to be held – yes. • Cllr. Elliott – Who has undertaken Civility & Respect training – two Councillors. • Cllr. Carsok. – Present position re Town Co-ordinator post at South Norfolk Council – Job advert being posted today. • Cllr. Cross – Chandlers Hill – Spoken to Contractors new quote awaited.
134/22	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Savage and seconded by Cllr. Broome it was resolved to pay accounts for September 2022, as per the submitted list in the sum of £524,658.55 In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £10,169.41
135/22	<u>MAYORS ENGAGEMENTS</u> – Noted.
136/22	<u>PUBLIC PARTICIPATION:</u> <ul style="list-style-type: none"> • Representative of Greening Wymondham read out statement in support of funding for further work by the Norwich Fringe Project in respect of the woodland area at Ketts Park.

137/22	<p><u>GRANT APPLICATION</u> received from North Wymondham Community Centre for the sum of £2880 towards the £5,761.25 cost of providing a garden and seating area. After discussion no Councillor would submit a proposal and therefore the application is declined.</p>
138/22	<p><u>NORFOLK COUNTY COUNCIL WESTERN LINK CONSULTATION</u> Further discussion took place on the consultation and upon the proposition of Cllr. Savage and seconded by Cllr. Halls it was resolved to respond as follows:</p> <ol style="list-style-type: none"> 1. Wymondham Town Council supports the completion of the Western Link Road for the benefits that it brings to travel from Wymondham to the north of the County and for Norfolk as a whole. 2. Wymondham Town Council supports the proposals to the south of the A47 relating to reductions in speed limits. 3. Wymondham Town Council opposes the proposal to prohibit through traffic along Barnham Broom Road to the North of Tuttle Lane and Low Road (as detailed on page 21 of the Pre-Planning Application Consultation document) and considers that other mitigation measures such as a reduction in speed limits should be considered. 4. Wymondham Town Council requests that roads in Wymondham likely to be affected by additional traffic flows, particularly Barnham Broom Road to the south of Tuttle Lane, Melton Road and Chapel Lane should have permanent speed awareness machines installed to advise drivers of the local speed limits. 5. Wymondham Town Council requests consideration is given to the installation of priority signage on the Carleton Forehoe Bridge.
139/22	<p><u>CHRISTMAS TREE – MARKET PLACE</u> Cllr. Hurn advised that discussions had taken place with a Structural Engineer and a plan had been designed for the installation of a facility for a Christmas tree with a maximum height of 20ft. A quote had been obtained from a local builder in the sum of £1800.00 + VAT to complete the work by the end of November. After discussion it was decided to proceed with the Clerk authorising the work under his delegated powers in accordance with financial regulations.</p>
140/22	<p><u>KETTS PARK – WOODLAND AREA</u> Request for further funding from Greening Wymondham/Norwich Fringe project to undertake further work was discussed and upon the proposition of Cllr. Carsok and seconded by Cllr. Elliott it was unanimously resolved to approve a total of 8 workdays at a rate of £350 per day for the coming winter/spring seasons.</p>
141/22	<p><u>NORFOLK ALC LTD</u> Cllr. Hurn explained that the Council were members of this co-operative organisation and along with other Council members had been allocated one share. Nobody came forward to be the Councils nominated representative and it was agreed that it would be the Town Mayor.</p>

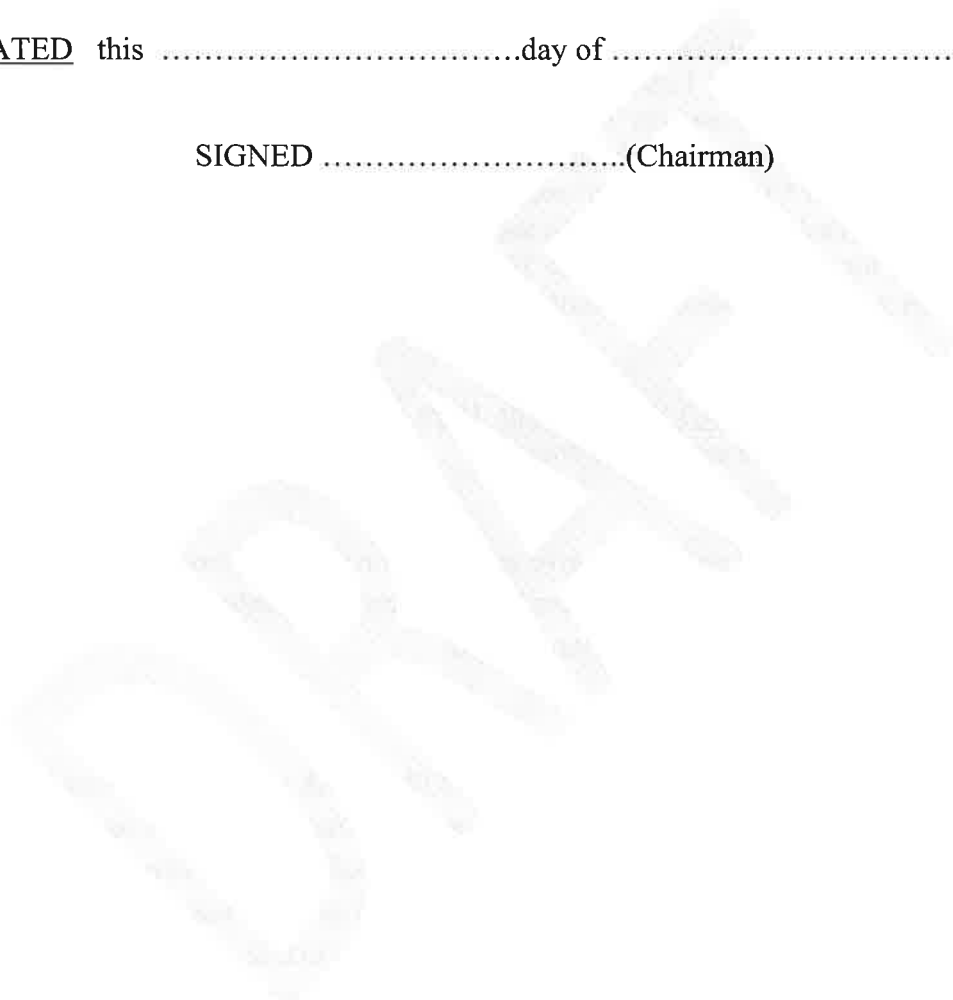
142/22	<p><u>COUNCIL BUILDINGS, HEALTH & SAFETY AND PERSONNEL WORKING GROUP</u> Cllr. Holden presented his paper following which discussion took place in respect of the above working group and the work it undertakes and whether this should be a formal Committee. Upon the proposal of Cllr. Holden and seconded by Cllr. Carsok it was proposed that the current Buildings, Health and Safety and Personnel working group is disbanded and replaced by a standing committee composed of 5 Councillors, who will meet regularly at least once every second month.</p> <p>For: 4 Against: 6</p> <p>The proposal was defeated.</p>
143/22	<p><u>CHRISTMAS LIGHTS</u> Cllr. Holden presented his paper in respect of the future options for Christmas Lights in the Town Centre. The Town Council installs lights in the Market Place and the Town Team (under the guidance of Mr D Hodges) install the remainder throughout the Town centre. After discussion upon the proposition of Cllr. Holden and seconded by Cllr. Cross it was resolved that a Time and Task Working Group to include Mr Hodges is established to examine options for Christmas lights in the Town, it will report its findings and preferred option to the full Council for further action no later than April 2023.</p>
144/22	<p><u>CHAIRPERSONS QUESTIONS</u> Cllr. Hurn advised that two questions had been received within the agreed timeframe.</p> <p>1)Cllr Hurn -Could you please give an update on the recruitment of the town coordinator, and if any efforts have been, or could be made to speed up the process? – answered under minute 133/22</p> <p>2)Cllr. Carsok - As chair of LEET I would like to ask you the following the death of her majesty, has any thought been given to the renaming of the as yet to be created garden on Chandlers Hill formerly referred to as the Jubilee gardens? If so, I would like to suggest ' the Queen Elizabeth 2nd gardens' may be an appropriate alternative. – answered Yes - I have been speaking to Cllr. Cross. Cllr. Hurn then advised that if royal terms are used then it may be that official permission is required.</p>
145/22	<p><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u></p> <p><u>Norfolk County Council</u></p> <ul style="list-style-type: none"> • Cllr. Savage – A11 – closed overnight on 4th October for barrier repair work. Further report on NCC matters to follow. <p><u>South Norfolk Council</u></p> <ul style="list-style-type: none"> • Cllr. Halls – Horizon building being joint offices for South Norfolk & Broadland District Councils had been purchased. South Norfolk House at Long Stratton will not be used from 4th November 2022.

146/22	<p>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:</p> <ul style="list-style-type: none"> • Cllr. James – Wymondham Access Group disappointed that Platform 2 Railway Station Access project has stalled. • Cllr, Carsok – Greening Wymondham <ul style="list-style-type: none"> ○ Orchard work at Browick Road Recreation Ground continues. ○ Green week was a success. ○ Design work re Rothbury Road continues. ○ Hedgehog Haven want charity stall on 16th October 2002 on the main market.
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[The meeting closed at 20.48 pm]

DATED thisday of2022

SIGNED(Chairman)



WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS

No	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	Cheque No.
154	Ernest Doe & Sons Ltd	Switch, terminals, PVC tape, padlocks, white spirit, patio magic	L & E Maintenance	6130	198.29		39.67		
		Angle grinder, drill set, blade, V belt credit	L & E Equipment Maintenance	6140	86.21		17.24		
		Cutter anti vibe gloves	Est - Health & Safety	4195	14.16		2.83	358.40	707018
155	Wymondham Business Group	Wymondham in Bloom	Grants	4700		1,752.28	0.00	1,752.28	707025
156	Abbeystowe Garage Ltd	Fuel Account	L & E Maintenance	6130		394.38	78.87	473.25	707026
157	Anglian Water Business (National) Ltd	Water 12.6.22-11.9.22	Cemetary Water	4430		51.24	3.42	54.66	707027
158	Biffa Waste Services Ltd	Wheeled Bin Account	Council Refuse	4520	170.17		34.03		
		Wheeled Bin Account	Cemetary Refuse	4420	124.32		24.86		
159	Wymondham Town Council	Transfer to HSBC Money Market Account	Est - Miscellaneous	4090	500,000.00		0.00	500,000.00	707028
160	Wymondham Tyre Services Ltd	Innertube and puncture repair	L & E Maintenance	6130	35.00		7.00	42.00	707029
161	T/a Commercial & Industrial Cleaning Supplies Ltd	10 packs mini jumbo toilet rolls, 1 tub urinal blocks	Public Toilets	4300	153.45		30.69	184.14	707031
162	Hays Recruitment	Temporary Ground staff	Salaries and wages	4000	1,164.35		232.87		
		Temporary Ground staff	L & E Brighter Wymondham	6160	1,603.20		320.64	3,321.06	707032
163	Ingham Pimock Associates	Consultancy services for Neighbourhood Plan	Est - Miscellaneous	4090	566.67		113.33	680.00	707033
164	Hygiene Supplies Direct Ltd	4 No. toilet roll dispensers	Public Toilets	4300	133.04		28.61	159.65	707034
165	HMRG	PAYE/NIC	PAYE/NIC	4000	3,663.24		0.00	3,663.24	707035
166	Norfolk Pension Fund	Pensions	Pensions	4000	3,917.03		0.00	3,917.03	707036
167	Wymondham Heritage Society	10 No. books, greeting cards	TIC Purchases	8050	16.75		0.00	16.75	707037
168	R Woolston	Supplying 2022 Civic Award	Est - Civic Events	4085	50.00		0.00	50.00	707038
169	C C Clements & Sons	6 No. Keys cut	L & E Maintenance	6130	22.52		4.48	27.00	707039
170	Mrs O Gaul	Cleaning of Council Offices	Est - Cleaning	4050	120.00		0.00	120.00	707040
171	Jewson Ltd	Sadolin, paint brush, wood filler, nail plate bracket	L & E Maintenance	6130	133.94		26.79	160.73	707041
172	PKF Littlejohn LLP	End of year audit 2021-2022	Est - Audit	4110	1,600.00		320.00	1,920.00	707042
173	T G Bodyshop	Repair to side door of Citroen relay van	Est - van maintenance	6155	494.57		98.91	593.48	707043
174	Ray Tuttle Lift Services Limited	LOLER inspection passenger lift and scissor platform	L & E Equipment Maintenance	4140	163.80		32.76	196.56	707044
175	Broadland Tree Services	Pruning 3 No. Ash trees	L & E Maintenance	6130	1,380.00		276.00	1,656.00	707045
176	Hydro Cleaning Services	Cleaning of windows	Est - Cleaning	4050	50.00		0.00	50.00	707046
177	Sanitec Cleaning (Norwich) Ltd	Daily Cleaning Services - September	Public Toilets	4300	1,001.00		200.20		
		Additional clean water leak in gents toilet	Public Toilets	4300	75.00		15.00	1,291.20	707047
178	Norwich City Council	Fringe Project - Kettis Park	Est - Miscellaneous	4090	86.83	2,450.00	490.00	2,940.00	707048
179	Canon UK Ltd	Copy charges 1/6/22-31/8/22	Admin print/stationery	4320	98.03		17.37		
		Photocopier rent - 1/9/22-30/11/22	Admin print/stationery	4320	98.03		19.61	221.84	707049
180	Viking Payments	Laser Toner	TIC - purchases	8050	33.49		6.70		
		Dividers & Sellotape	Est - Miscellaneous	4090	19.44		3.89	63.52	707050
181	Cash	Kitchen supplies	Admin Print/Stationery	4310	8.98		0.00		
		Diaries 2023	Admin Print/Stationery	4310	16.68		0.00		
		Plants - Market Place	L & E Brighter Wymondham	6160	11.96		0.00		
		Toilet seat	Public Toilets	4300	26.69		5.34		
		Buckles for swing strap	L & E Maintenance	6130	11.98		0.00		
		Queen Elizabeth II photo	Est - Miscellaneous	4090	3.99		0.00		
		Book of Condolence	Est - Miscellaneous	4090	41.93		0.00	127.55	707051
					4,796.70	517,147.91	2,449.11	524,393.72	
E.ON		Standing charge	L & E Electric - Browick	6040		16.59	0.83	17.42	
EE		Groundsmans telephone	Admin-telephone	4320		12.00	2.40	14.40	
BT		Lift line	Admin/telephone	4320		10.28	2.06	12.34	
Anglian Internet		Telephone and internet - September	Admin - telephone	4320		98.89	19.78	118.67	
Sage UK Ltd		Sage 50c Accounts Essential	Admin Print/Stationery	4310		85.00	17.00	102.00	
					4,838.63	517,370.67	2,491.18	524,658.55	


Alan

Chairman


Deputy Chairman

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE	
6	Barclays Payflow	Salaries - September	Admin Salaries Estab Salaries Cemetery Salaries TIC Salaries	5,875.78 1,878.45 1,660.71 754.47				10,169.41 D/D	
TOTALS							0.00	10,169.41	

TOTALS

..... Chairman

..... Deputy Chairman

30th September 2022