

WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND - NOTICE IS HEREBY GIVEN THAT THERE WILL BE A
MEETING OF THE LEISURE ENVIRONMENT ENTERPRISE & TOURISM COMMITTEE
ON TUESDAY 17th May 2022 at 7.00 pm in the Council Offices.

A G E N D A

1	Appointment of Chairman	
2	Appointment of Vice Chairman	
3	Apologies for absence	
4	Declarations of Interest	A
5	To confirm the minutes of the Leisure Environment Enterprise & Tourism Committee meeting held on 15 th March 2022.	B
6	To receive an update about progress of items arising from the last meeting of the committee held on 15 th March 2022/ previous meetings.	
7	Public Participation – members of the public may make representations, ask or answer questions and give evidence in respect of the business on the agenda below. In accordance with standing order 3 (f) this item is limited to 15 minutes.	
8	South Norfolk Council – To review Public Space Protection Order	C
9	Saturday Markets – Committee to discuss what amendments are necessary for the proposal submitted to full council on 3 rd May 2022 to be passable at June full Council – Cllr. Carsok	
10	Bin provision in Market Place – discussion on Councillors opinions of what should be done with regards to bins on the Market area – Cllr. Carsok	
11	Jubilee Decorations – committee to discuss what decorations have already been purchased/organized for the Jubilee and any options for adding further ones – Cllr. Carsok	
12	Christmas 2022 – discussion on forward planning for Christmas decorations/celebrations for this winter – Cllr. Carsok	
13	Tourist Information Centre report -please compile a written report using the data which has been collected by the TIC staff about numbers of visitors, why they visit etc. This can be provided as a handout to Councillors during the meeting.- Cllr. Carsok	
14	Mini guide – Councillors to discuss timeline for next round of mini guides design and printing - Cllr. Carsok	
15	Tourism Signage – discussion on what action WTC can take with regards to tourism signage in the Town Centre – Cllr. Carsok	
16	Use of open spaces by groups – Committee to discuss guidelines for use of WTC run open spaces by groups. Review of any relevant policies/procedures for groups wanting to use public parks for events etc – Cllr. Carsok	

17	LEET budget overview/update – to help the Committee to understand the payment and cost centres which underpin the LEET budget. Items which have already been purchased/ordered for the year and what is expected to be spent. – Cllr. Carsok	
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Council Offices

*Ketts Park
Harts Farm Road
Wymondham
NR18 0UT*



T B Gurney
*Town Clerk
10th May 2022*

Committee Members

Cllr. Carsok	Cllr. Cross	Cllr. Astley
Cllr. Hubble	Cllr. Savage	

DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. affect yours, or your spouse / partner's financial position?
2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

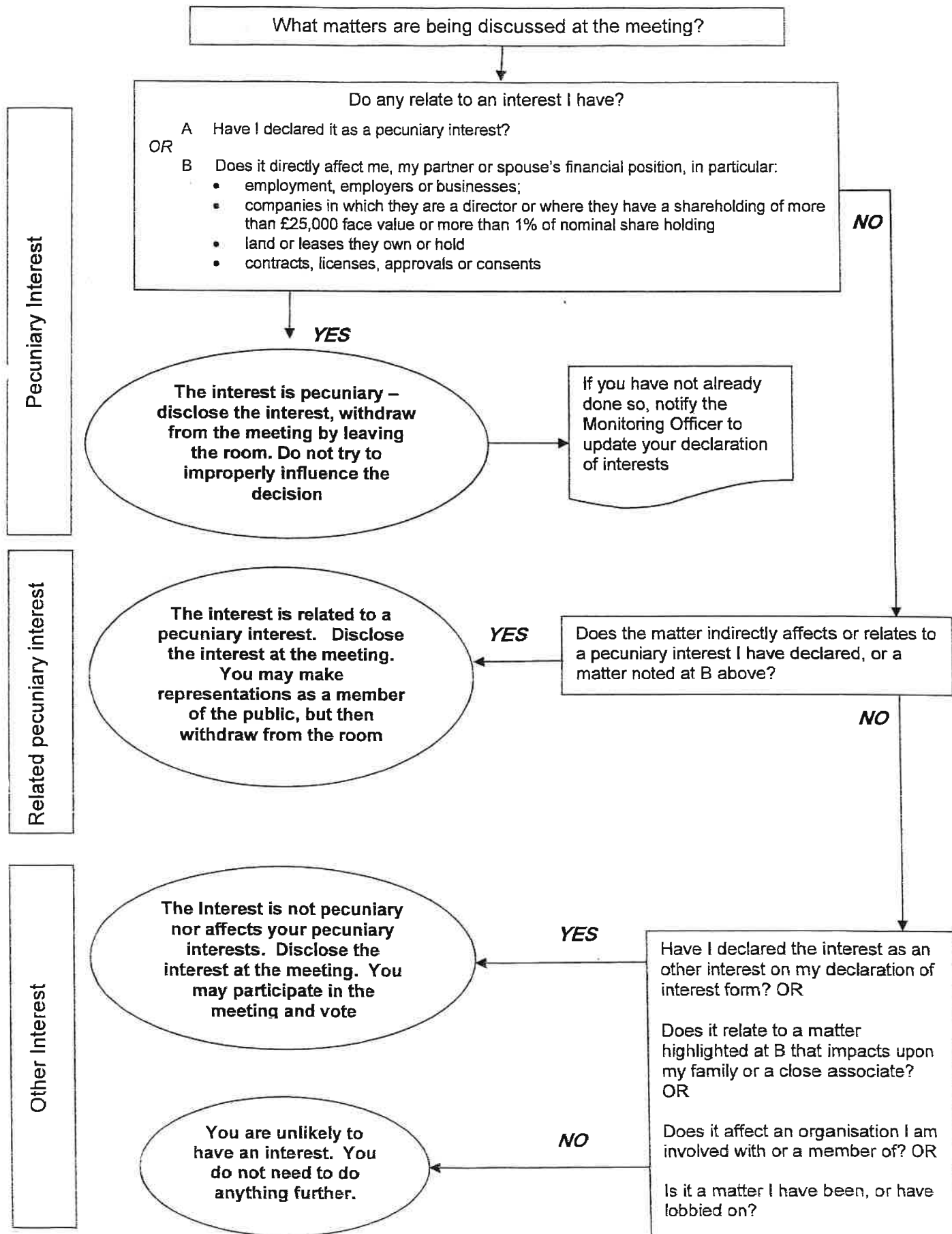
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE**

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



WYMONDHAM TOWN COUNCIL
**MINUTES OF A MEETING OF THE LEISURE, ENVIRONMENT,
 ENTERPRISE AND TOURISM
 COMMITTEE held on Tuesday 15th March 2022
 in the Council Offices commencing at 7.00 pm**

Present:

Cllrs	A Holden (Chair)
	P Broome (substitute for R Savage)
	K Hurn (substitute for Y Astley)
	J Murrell
	P Hubble

Also Present : Cllrs, Cross, Carsok & James.

LE07/22	<u>APOLOGIES FOR ABSENCE</u> – Cllrs Savage & Astley.
LE08/22	<u>DECLARATIONS OF INTEREST</u> – None.
LE09/22	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. Hurn and seconded by Cllr. Hubble it was unanimously resolved to approve the minutes of the Leisure, Environment, Enterprise & Tourism Committee meeting held on 18 th January 2022 as a correct record.
LE10/22	<u>PROGRESS UPDATES</u> <ul style="list-style-type: none"> • LE06/22 PLANTING – Clerk advised that a design and wish list of plants required had today been received from Wymondham in Bloom. Wymondham Garden Centre would now be approached to seek a quotation to supply the plants.
LE11/22	<u>PUBLIC PARTICIPATION</u> – None.
LE12/22	<u>SOUTH NORFOLK COUNCIL QUEENS JUBILEE</u> Cllr. Holden advised that the Town Council could apply for a £300 grant to used towards Jubilee events in the Town. Various options were discussed including advertising that these funds were available and asking local group/event organisers to apply and the event being organised by the Town Team. Upon the proposition of Cllr. Hubble and seconded by Cllr. Holden it was resolved to apply for the grant and to give it all to the Town Team.
LE13/22	<u>BREAK CHARITY</u> Request received to place a Mammoth sculpture in the Town as part of their GoGo discover trail. After discussion when it was thought that the Fairland was not an appropriate location because it is not in the Town Centre and concerns were raised about safety in crossing the road onto the grassed area. Other sites such as outside the library, the grassed area at the Back Lane car park or in the Market Place (where Market stalls are sited) were discussed. Ultimately it was decided to refer this to the full Council.
LE14/22	<u>CHANDLERS HILL</u> A basic design for this area was presented. After discussion it was agreed that a more detailed costed plan was required from the designer, to allow Council to approve the layout and for contractors to accurately quote for the work. The costed plan to be presented to the full Council at its April meeting. Cllr. Carsok was requested to obtain a formal quote from the designer and upon the proposition of Cllr. Hubble and seconded by Cllr. Hurn it was resolved to approve an amount of £300 for the design.

LE15/22	<u>GROUNDS STAFF</u> As requested Clerk read out a list of the work undertaken by the Council's Grounds staff over the last 2 months and their proposed work over the coming month(s). Cllr. Broome queried the purpose of this item and Cllr. Holden responded that they were undertaking work on areas which come under LEET. Cllr. Hurn advised that he received a number of comments praising the work and it was agreed that this would be passed onto the grounds staff.
LE16/22	<u>TOURIST INFORMATION CENTRE</u> Discussions took place on the summer opening hours and if they were relevant or needed adjusting, in particular in respect of Mid Norfolk Railway Trains arriving. It was felt by some Councillors that the use of Tourist Information Centres was declining with more usage of websites to obtain information. Cllr. Hurn advised that the Market Cross should be kept active, otherwise it would deteriorate, perhaps in conjunction with events arranged by the Heritage Society.
LE17/22	<u>QUEENS JUBILEE</u> Three projects to mark the Queens Platinum Jubilee were noted <ol style="list-style-type: none"> 1. Chandlers Hill project as discussed earlier 2. A Commemorative souvenir book being produced by One Press Publications which will be delivered to all households 3. A celebration event at Ketts Park being organised by the Town Team for Sunday 5th June 2022.

[The meeting closed at 20.19 pm]

DATED this day of2022

SIGNED (Chairman)

DRAFT

Parish & Town Councils
District of South Norfolk

Friday 6th May 2022

Dear Clerk

**Anti-social Behaviour, Crime and Policing Act 2014
Proposed a Public Space Protection Order: South Norfolk**

I am writing to consult you on a proposal to re-make a Public Space Protection Order (PSPO) under the Anti-social Behaviour, Crime and Policing Act 2014 as required by the Act.

The PSPO will cover the administrative district of South Norfolk and will require the person in control of a dog to clean up after it fouls and this applies to everyone.

Our existing PSPO covers the administrative district of South Norfolk and requires the person in control of a dog to clean up after it fouls and this applies to everyone.

Further it will exclude dogs from enclosed children's play areas (i.e., those enclosed by a fence) in South Norfolk that are open to the air. There is an exemption for those who are reliant on assistance dogs.

A copy of the proposed PSPO is attached to the email for your information and I would welcome any comments your Council wishes to make by the 17th June 2022.

Yours sincerely

Teri Munro

Community Safety & Interventions Lead

Email: teri.munro@southnorfolkandbroadland.gov.uk

Tel: 01603 430510

Two Councils
One Team

South Norfolk District Council 2020

The Anti-Social Behaviour, Crime and Policing Act 2014

Fouling of Land by Dogs

The District of South Norfolk Public Spaces Protection Order No. 3

1. South Norfolk District Council (“the Council”) hereby makes the following Order:

- a. This Order is made by the Council in exercise of its powers under Section 59 and Chapter 2 of Part 4 of the Anti-Social Behaviour, Crime and Policing Act 2014 (“the Act”) and this Order may be cited at the South Norfolk District Council Public Space Protection Order No.3.
- b. The Council is satisfied that:
 - i. Activities carried on within the restricted area as defined in Article 2 below, being the fouling of land by dogs and/or the presence of dogs in enclosed play areas have had or are likely to have a detrimental effect on the quality of life of those in the area: and
 - ii. that such activities may be of a persistent or continuing nature and the restrictions imposed by this notice are justified.

2. The Restricted Areas

- a. This Order relates to all land within the administrative area of the Council, shown in red on the plan in Schedule 1 of this Order, (“the Restricted Area”). This Order relates to all public/private land open to the air to which the public have access with or without payment including but not limited to all public highways (to include verges, footways and footpaths), all public parks, pleasure grounds, sports grounds, playing fields and play areas.

3. Requirements and prohibitions

- a. Fouling – failure to remove dog faeces

If a dog defecates at any time on land within the restricted area the person who is in control of the dog at that time shall remove the dog’s faeces from the land forthwith. This restriction is subject to the exemptions as stated in Article 4.

- b. Exclusion – Dog Ban

A person in charge of a dog shall not at any time take the dog into, or permit the dog to enter or remain within, any enclosed play area within the restricted area. This restriction is subject to the exemptions as stated in Article 4.

4. Exemptions

- a. The restrictions and prohibitions defined in Article 3 of this Order shall not apply to a person who is:
 - i. registered as a blind person in a register compiled under Section 29 of the National Assistance Act 1948; or
 - ii. is deaf, in respect of a dog trained for deaf people and upon which he or she relies for assistance; or
 - iii. has a disability that affects their mobility, manual dexterity, physical coordination or ability to lift, carry or otherwise move everyday objects, in respect of a dog trained by a registered charity and upon which they rely for assistance.

5. For the purposes of this Order

- a. A person who habitually has a dog in their possession shall be considered in charge of the dog at any time unless at that time another person is in charge of the dog.
- b. Placing dog faeces in a suitable waste disposal receptacle shall be considered sufficient removal to satisfy the requirement of Article 3.
- c. The Council does not consider being unaware of dog defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces as an acceptable reason for failing to remove the faeces as required by Article 3.

6. Offences

- a. Under section 67 of the Act, it is an offence for a person, without reasonable excuse, to do anything that the person is prohibited from doing by a public space protection order or to fail to comply with a requirement to which the person is subject under a public space protection order.
- b. A person failing to comply with a requirement or prohibition set out in Articles 3(a) or 3(b) of this Order shall be guilty of an offence unless he or she has reasonable excuse for failing to do so.

- c. A person guilty of an offence is liable on summary conviction to a fine not exceeding Level 3 on the standard scale.
- d. Pursuant to section 68 of the Act, a Constable or authorised person of the Council, may issue a fixed penalty notice to anyone he or she has reason to believe has committed the offences specified above. This gives the person to whom it is issued the opportunity of discharging any liability to conviction for the offence by payment of a fixed penalty to the Council.
- e. The level of the fixed penalty shall be £100 save that if the fixed penalty is paid within 10 days following the date of the notice the amount payable is reduced to £80.
- f. A person who pays the fixed penalty within the period of 14 days following the date of the notice may not be convicted of the offence in respect of which the fixed penalty notice was issued.

7. Commencement and duration of the Order

- a. This Order comes into force on XXXXXXXX and shall remain in force until the XXXXX unless extended under section 60 of the Act.

8. Right to Appeal

- a. Any interested person wishing to challenge the validity of this Order must do so within 6 weeks beginning with the date on which this Order is made or, if applicable, varied.
- b. An application under Section 66 of the Anti-Social Behaviour, Crime and Policing Act 2014 is to the High Court.
- c. An interested person means an individual who lives in the restricted area or who regularly works in or visits that area

Dated

The Common Seal of South Norfolk District Council

Was hereunto affixed in the presence of

Deputy Monitoring Officer

Officer of the Relevant Service

DRAFT