

WYMONDHAM TOWN COUNCIL
MINUTES OF A TOWN COUNCIL
MEETING HELD ON TUESDAY 7th June 2022
in the Council Offices at 7.00 pm.

Councillors Present

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

Member(s) of the Public: 1

Councillor Hurn in the Chair

080/22	<u>APOLOGIES FOR ABSENCE</u> – Cllrs Halls, Astley, Flatt & Elliott
081/22	<u>DECLARATIONS OF INTEREST:</u> <ul style="list-style-type: none"> • Cllr. Carsok – Item 7 – Payment of monthly creditors – Barnwell Print Ltd are the company used by Wymondham Magazine for the printing.
082/22	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Holden and seconded by Cllr. Savage the minutes of the meeting held on 3 rd May 2022 were unanimously approved as a correct record.
083/22	<u>PROGRESS UPDATES:</u> <ul style="list-style-type: none"> • Browick Road Recreation Ground Working Group – meeting with consultants was on 17th May 2022, • Chandlers Hill – Two quotes received, another 1 quote to be obtained. • Town Co-ordinator – Has an information been received from SNC?
084/22	<u>LEISURE, ENVIRONMENT ENTERPRISE & TOURISM</u> minutes of meeting held on 17 th May 2022 were noted but meeting finished at 21.17 not 20.17.
085/22	<u>FINANCE & GENERAL PURPOSES COMMITTEE</u> the minutes of the meeting held on 19 th May 2022 were noted.
086/22	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Broome and seconded by Cllr. Savage it was resolved to pay accounts for May 2022, as per the submitted list in the sum of £68,985.12 In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £9,923.38 Cllr Holden asked for an extra column to be added to say which budget the payment was from.
087/22	<u>MAYORS ENGAGEMENTS</u> – Noted.
088/22	<u>PUBLIC PARTICIPATION:</u> <ul style="list-style-type: none"> • Resident supported the events proposed to hold events in the Market Place, and the live streaming of Council meetings.

089/22	Internal Auditors – Letter from Larking Gowen was noted
090/22	<u>ACCOUNTS YEAR ENDING 31.3.21</u> Upon the proposition of Cllr. Cross and seconded by Cllr. Holden it was unanimously resolved to approve the presented Annual Accounts for the year ending 31 st March 2022.
090a/22	<u>ANNUAL GOVERNANCE STATEMENT</u> Upon the proposition of Cllr. Cross and seconded by Cllr. Holden it was unanimously resolved to approve the presented Annual Governance Statement for the year ending 31 st March 2022.
090b/22	<u>ACCOUNTING STATEMENT</u> Upon the proposition of Cllr. Cross and seconded by Cllr. Holden it was unanimously resolved to approve the presented Accounting Statement for the year ending 31 st March 2022.
091/22	<p><u>STREAMING OF COUNCIL MEETINGS</u></p> <p>Cllr Holden would like all Committee meeting and working groups to be filmed and would like an amendment to the proposal to include them.</p> <p>Cllr Broome was concerned about where the cameras are to be situated and further discussion to be held regarding which Committees would be filmed. South Norfolk do not film working group meetings.</p> <p>Cllr Savage Committee meetings and not working groups should be filmed. We should follow the guidelines of South Norfolk Council</p> <p>Cllr Hubble asked if there had been a public consultation and that Wymondham Access Group should be consulted.</p> <p>Cllr Hurn stated that he had seen the design and equipment and that the Councillors only would be filmed and not members of the public.</p> <p>Cllr Murrell asked where it was to be streamed to and was advised it would be YouTube with no interaction from the public.</p> <p>Cllr Carsok said residents could either contact their Councillor or the office with their questions.</p> <p>After discussion upon the proposition of Cllr. Nuri-Nixon and seconded by Cllr. James it was agreed unanimously agreed that the Town Council authorises the installation of live streaming facility in the Council chamber and accepts the quotation of £3044 plus VAT.</p>
092/22	<p><u>MARKET PLACE – EVENTS</u> Cllr Carsok advised that people had contacted her regarding the proposed events.</p> <p>Cllr Holden said he would second the proposal in the absence of Cllr Elliott. Were fees aligned with the other markets?</p> <p>Cllr Cross advised she has contacts with Rescue Centres would they be able to have a free stall?</p> <p>Cllr Hurn each event would be looked at and decided on an individual basis.</p> <p>Cllr Broome asked if the Town Coordinator was to attend all the Saturday events.</p> <p>Cllr Carsok advised it wasn't essential. After discussion upon the proposition of Cllr Carsok and seconded by Cllr Holden it was agreed unanimously that volunteer Councillors would organise the events.</p>
093/22	<p><u>CIVIC AWARDS NOMINATIONS</u></p> <ul style="list-style-type: none"> • Cllr Holden suggested Janis Raynsford for her voluntary work in the gardens in the town.

094/22	<p><u>REPORTS FROM COUNTY/DISTRICT COUNCILLORS</u> <u>NORFOLK COUNTY COUNCIL</u></p> <ul style="list-style-type: none"> • Cllr Savage – Due to the increase in traffic in the town due to the A11 refurbishment, he has worked with Highways England and County Highways and the traffic lights has been rephased to allow more traffic through. This has helped the B1172.
095/22	<p><u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u></p> <ul style="list-style-type: none"> • Cllr Carsok – Greening Wymondham the Community orchard work continues. It has attracted a large number of volunteers. They meet every other Saturday. Their AGM was held on 18.5.22 Growing Together – Veggie pod at the Hart pub is going well. • 11.6.22 Wymondham Baptist Church 10am – 1.00pm Eco@wbc • Great Big Green week – 24.9.22 – 2.10.22 • Cllr Hubble – Wymondham Town Team had to cancel the Jubilee picnic. An alternative date will be advised asap.

[The meeting closed at 19.38 pm]

DATED thisday of2022

SIGNED(Chairman)

WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS									
No	PAID TO	DESCRIPTION	SERVICES	NIC	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
29	Wymondham Old Grammar School Foundation	To rent in respect of land at Bellhope Lane	L & E Bellhope - rent	6120		600.00	-	600.00	706870
30	EDF	Elec 25/3/22 - 27/4/22	TIC - electricity	8040		49.38	2.47	51.85	706897
31	H Clarke	Reimbursement of double payment of allotment	Allotments	3200		29.00	0.00	29.00	706898
32	Karen Chamberlain	Reimbursement of payment for Union 70 flags	Est - Miscellaneous	4090		188.30	0.00	188.30	706900
33	Clr R Elliott	Reimbursement of Farmers Market prize	Farmers Market	4530		25.00	0.00	25.00	706901
34	Sanitec Cleaning (Norwich) Ltd	Daily cleaning services - April	Public toilets	4300	1,001.00		200.20		
		High level deep clean of public toilets	Public toilets	4300	180.00		36.00		
		2 no. additional call out charges	Public toilets	4300	140.00		28.00	1,565.20	706902
35	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130		667.52	132.26	799.78	706903
36	E ON Next	Elec 1.4.22 - 30.4.22	L & E Electric - Browick	6040		12.95	0.65	13.60	706904
37	Broadland Tree Services	To remove leaning tree in Abbey Grounds; Pruning trees at Kings Head Meadow	L & E Maintenance	6130	480.00		96.00		
38	T Gurney	Reimbursement for payment of 5 tonnes of topsoil	L & E Maintenance	4440	620.00		124.00	1,320.00	706905
39	E ON Next	Electricity 1.4.22-30.4.22	Cemetery maintenance	4040		319.22	36.95	221.70	706906
40	Anglian Water Business (National) Ltd	Water 19/20 - 14/22	Est - Electricity	4040		63.84	383.06	706907	
41	HMRC	PAYE/NIC	Est - Water	4030		344.85	26.64	371.49	706908
42	Norfolk Pension Fund	Pensions	PAYE/NIC	4000		3,925.46	0.00	3,925.46	706909
43	Farmbots Direct Ltd	16 No. replacement posts	Pensions	4000		3,931.10	0.00	3,931.10	706910
44	Commercial & Industrial Cleaning Supplies Ltd	10 boxes of mini jumbo toilet rolls (stock)	Allotments	4600		68.00	13.60	81.60	706911
45	Armstrong Best Ltd	6 No. Trails (TIC)	Public toilets	4300		103.90	20.78	124.68	706912
46	Biffa Waste Services Ltd	Wheeled Bin Account	TIC purchases	8050		29.36	5.87	35.23	706913
47	East Fire Extinguishers & Alarms (UK) Ltd	Wheeled Bin Account	Council Refuse	4520	108.98		21.80		
48	Mr Overallis Limited	Out of hours callout charge	Cemetery Refuse	4420	108.22		21.65	260.65	706914
49	Alan R Cross & Son	Safety boots	Est - Health & Safety	4195	48.15		9.63	186.00	706915
50	Stannah Lift Services Limited	Attend to electrics after water leak in Maintenance shed	L & E Maintenance	4180	15.95		3.19	76.92	706916
51	H Brett & Son	Service of Passenger lift	Est - Miscellaneous	4090		112.50	22.50	135.00	706917
52	Wickstead Leisure Ltd	Re-fit an existing headstone	Cemetery maintenance	4440		162.50	32.50	195.00	706918
53	Glasdon UK Limited	Black waste bins - (2 No. replacements and 1 stock)	L & E Maintenance	6130		271.23	54.25	325.48	706920
54	Nelmaters Ltd	Time and skills compliance Development on website	L & E Maintenance	6130		594.95	108.99	653.94	706921
55	CC Clements & Sons	Post Box (TIC)	Admin Print/Stationery	4310		1,092.75	218.55	1,311.30	706922
56	Viking	Refuse bags for litter picking	TIC purchases	8050		25.49	5.10	30.59	706923
57	Hays Recruitment	Lever arch folders	L & E Maintenance	6130	56.98		11.40	125.15	706924
58	Jewson	Temporary Ground staff	Admin Print/Stationery	4310	47.31		9.46	125.15	706924
59	Mrs O Gaul	Temporary Ground staff	Salaries and wages	4000	2,713.75		542.75	400.00	706925
60	Ernest Doe & Sons	Hammerite paint, postcrete, softwood sleepers	L & E Brighton Wymondham	6160	1,793.47		356.68	5,408.65	706925
61	Collier Turf Care Ltd	Hire of dehumidifier after water leak - Maintenance shed	L & E Maintenance	6130	266.15		53.24	445.75	706926
62	East Fire Extinguishers & Alarms (UK) Ltd	Cleaning of Council Offices	Est - Cleaning	4050	105.50		21.06	150.00	706927
63	Mr S Grant	Strimmer line, nuts & bolts, turned, v belt, edging knife	L & E Maintenance	6130	195.59		38.11	150.00	706927
64	Lorne Balemah	Repairs to Wessex, Boomer and Iski	L & E Equipment Maintenance	6140	3,361.35		792.88		
65	Chaire Melton	Cutter anti vbe gloves	Est Health & Safety	4195	14.16		2.83		
66	Mr A Vale	5 No. Miraclegro compost	L & E Brighton Wymondham	6160	24.78		4.96	5,038.66	706928
67	Sanitec Cleaning (Norwich) Ltd	Grass seed	L & E Maintenance	4180		269.26	0.00	269.26	706929
68	Wymondham Garden Centre	Int under Alarm/Fire Alarm system service	Est - Miscellaneous	4090	236.78		47.35	284.13	706930
69	Anglian Internet	Reimbursement of Jubilee event items	Est - Civic events	4085	46.75		0.00	46.75	706931
70	Chubb Fire & Security	Reimbursement of Jubilee event items	Est - Civic events	4085	35.18		0.00	35.18	706932
71	BT	Reimbursement of Jubilee event items	Est - Civic events	4085	49.57		0.00	49.57	706933
72	Barmwell Print Ltd	Advertising posters	Tourism development	6200	30.00		0.00	30.00	706934
73	Patty cash	Daily cleaning services - May	Public toilets	4300	1,001.00		200.20	1,201.20	706935
		Plants	L & E Brighton Wymondham	6160	492.86		98.57	591.43	706936
		Silver Linux Website Hosting, Domain renewal	Admin - Print/Stationery	4310	85.33		16.67	100.00	706937
		Annual Service of fire extinguishers and parts	TIC - Miscellaneous	8120	92.21		18.44	110.65	706938
		Telephone and internet 1.4.22-31.7.22	TIC - Telephone	8100	258.02		51.60	309.62	706939
		Printing costs for Wymondham Magazine	About Wymondham - print	4800	1,500.00		0.00	1,500.00	706940
		Kitchen supplies	Est - Miscellaneous	4900	16.59		0.00	16.59	706940
		Jubilee bunting	L & E Maintenance	6130	25.82		5.17	132.74	706941
		Lift line	Est - Miscellaneous	4090	83.16		0.00	132.74	706941
		Groundsmens telephone	Admin/telephone	4320	12,011.71		3,603.78	32,762.48	
		Sage 50c Accounts Essential	Admin - telephone	4320	16.61		3.36	20.17	
		Half yearly payment	Admin Print/Stationery	4310	82.25		16.45	98.70	
		Telephone and internet	Est - Miscellaneous	4090	35,972.36		0.00	35,972.36	
			Admin - telephone	4320	99.22		19.84	119.06	
					12,011.71		3,645.50	68,985.12	


Chairman


Deputy Chairman

31st May 2022

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE	
2	Barclays Payflow	Salaries - May	Admin Salaries	5,703.34					
			Est Salaries	1,794.78					
			Cemetery Salaries	1,716.28					
			TIC Salaries	708.98			9,923.38	D/D	
TOTALS								£9,923.38	

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 Chairman

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 Deputy Chairman

31st May 2022