

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 21st November 2023 at 7.00 pm in the Council Offices.

A G E N D A

1	Apologies for absence	
2	Declarations of Interest	A
3	To confirm the minutes of the Leisure Environment Enterprise & Tourism Committee meeting held on 18 th July 2023.	B
4	To receive an update about progress of items arising from the last meeting of the committee held on 18 th July 2023/ previous meetings.	
5	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.	
6	Spring Festival – T Vale – to discuss and note.	C
7	Purchase of Bird Boxes	D
8	Resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to meetings) Act 1960 to exclude Press and the Public from the meeting of Wymondham Town Council in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.	
9	Budget 2024/25 – Draft for discussion and submission to Finance & General Purposes Committee for incorporation into Council budget.	E
10	Browick Road Recreation Ground – To consider next phase proposals within existing earmarked reserve budget.	F

Council Offices

Ketts Park

Harts Farm Road

Wymondham

NR18 0UT



T B Gurney

Town Clerk

15th November 2023

Committee Members

Cllr. James	Cllr. Batley	Cllr. Doheny
Cllr. Nixon	Cllr. Baker	

Interests Flowchart

The flowchart below gives a simple guide to declaring an interest under the code.

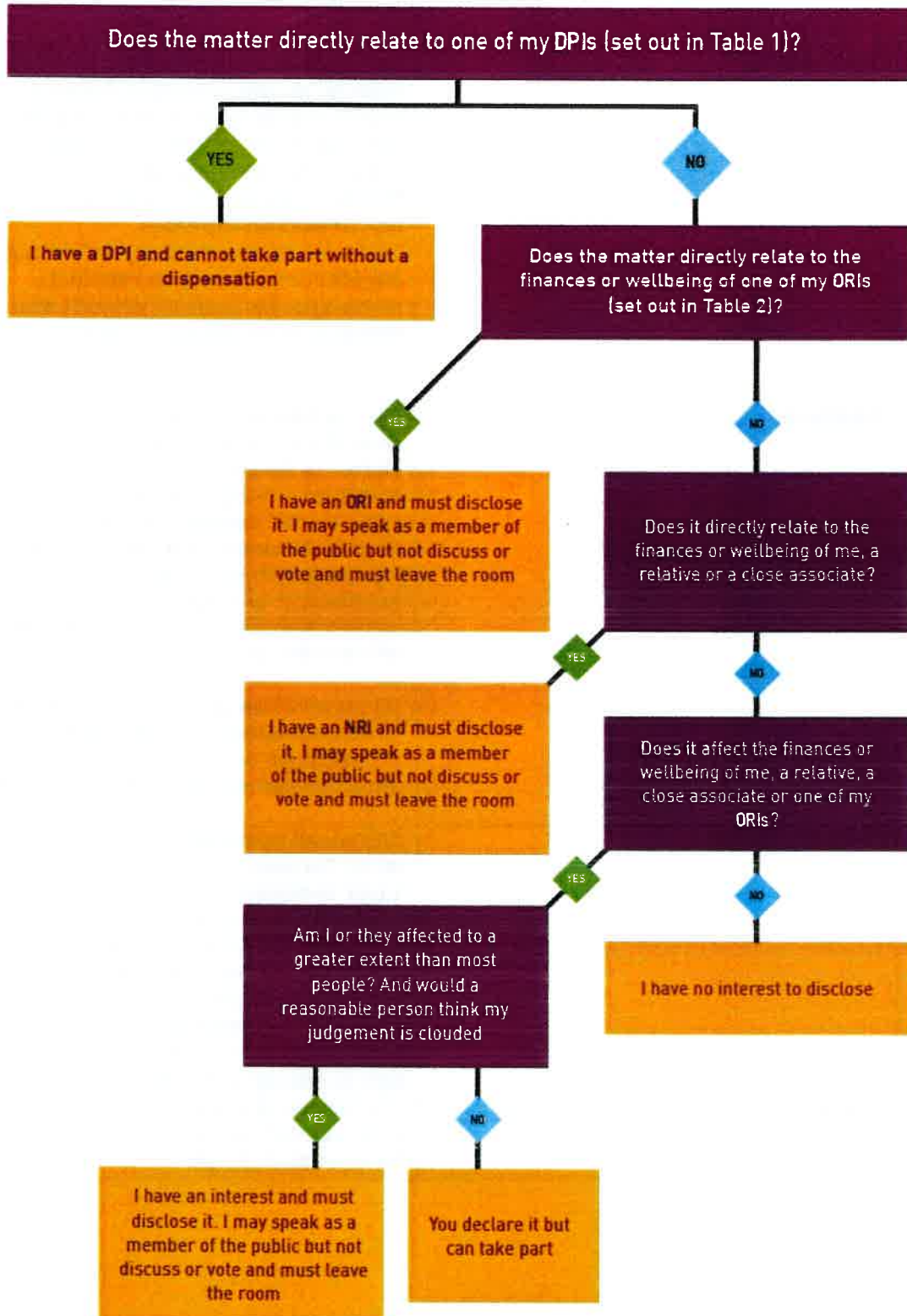


Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

<p>You must register as an Other Registrable Interest :</p> <ul style="list-style-type: none"> a) any unpaid directorships b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any body <ul style="list-style-type: none"> (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management
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WYMONDHAM TOWN COUNCIL
 MINUTES OF A MEETING OF THE LEISURE, ENVIRONMENT,
 ENTERPRISE AND TOURISM COMMITTEE held on Tuesday 18th July 2023
 in the Council Offices commencing at 7.00 pm

Present:

Cllrs	A James (Chair)
	L Nixon
	J Fulcher (substitute for M Batley)
	L Doheny
	T Baker

Also Present:

0 members of the public.
 Cllr. Nuri-Nixon
 C Pharaoh – SNC – Town Co-ordinator

LE24/23	<u>APOLOGIES FOR ABSENCE</u> – Cllr. Batley
LE25/23	<u>DECLARATIONS OF INTEREST</u> - None
LE26/23	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. Fulcher and seconded by Cllr. Baker it was unanimously resolved to approve the minutes of the Leisure, Environment, Enterprise & Tourism Committee meeting held on 21 st March 2023 as a correct record.
LE27/23	<u>PROGRESS UPDATES</u> <ul style="list-style-type: none"> • <u>CORONATION SEAT</u> – Has been installed at Kings Head Meadow • <u>CHANDLERS HILL</u> – Work to start Late August/September. Price held to do work quoted for. Magnolia tree purchased and ready to be planted. Permission received to call area Queen Elizabeth Memorial Garden.
LE28/23	<u>PUBLIC PARTICIPATION</u> - None
LE29/23	<u>VISIT WYMONDHAM WEBSITE</u> Cllr. James introduced the report by the Town Co-Ordinator outlining the need for the establishment of a Visit Wymondham website and associated social media. After discussion during which the proposal received unanimous support upon the proposition of Cllr. James and seconded by Cllr. Baker it was unanimously resolved that a ‘Visit Wymondham’ website with associated social media is set up by ‘Red Dune’ in a similar way to the ‘Visit Harleston’ site. This would not include copy or photography. The initial design & build cost would be £1,500 + maintenance £240 + hosting £60. Annual Ongoing Costs £300.

The above costs would come out of the Wymondham Town Council (WTC) Tourism budget.

WTC would buy and own the website and our relationship would be direct with Red Dune. SNC would not own anything; they are introducing the offer to WTC. The Town Co-ordinator would update the site which will take up some of her allocated hours each week.

[The meeting closed at 19.31 pm]

DATED this day of2023

SIGNED (Chairman)

DRAFT

Dear Councillor James

I am writing to you in your capacity as both Chair of the LEET community and Deputy Mayor of Wymondham Town Council.

I am putting forward the idea of having a Wymondham Spring Festival from **Saturday 20 April 2024 to Bank Holiday Monday 6 May 2024**, as a means to bring together community groups and businesses in and around the town centre, under a single theme.

It will effectively be a run up to the opening of the new season at Wymondham Arts Centre on **7 May 2024**, although this is coincidental.

The project would aim to highlight the arts and cultural events and activities that are taking place during that period, by producing a funded A5 programme booklet that would be delivered to every home in the town.

I have produced the attached Summary document, from which you will see that reference is made to the involvement of the Town Council, in the form of a nominated representative to participate in the co-ordinating group meetings.

The Town Council can also take an active role in the project, by considering the possibility of providing finance and assistance in kind, in any of the following ways:

- Supporting the production of the A5 programme booklet, perhaps by taking a paid-for page, promoting the Town Council services in general and the two Council-run markets in particular.
- Covering the cost of delivering the booklet to 8000 homes within the Parish boundary.
- Provide the free use of the upstairs and lower rooms of the Town Council offices during the Festival period, to a Wymondham-based community group or charity which wishes to stage an event in keeping with the theme of the Festival.

In the case of the last mentioned, I would like to suggest that consideration be given to including the Annual Parish meeting for 2023/2024 during the Festival period and using this as an opportunity to showcase the interests and/or creative talents of the Town Councillors and the voluntary-run groups in Wymondham.

Wymondham Business Group/Town Team has been to take an overarching role in the project, in relation to the financial and insurance aspects, where applicable and I am awaiting their response to the proposal.

The purpose of this note is to request that the subject of a potential Wymondham Spring Festival in 2024 is included on the Agenda of the forthcoming LEET Committee meeting.

This email has been copied to the Council Chairman/Town Mayor, Town Clerk and other members of the LEET Committee, for information.

Yours sincerely

Wymondham Spring Festival 2024

Festival Period

Saturday 20 April – Sunday 6 May 2023

Aim

To bring together as many Arts and Cultural organisations and individuals involved in the arts in Wymondham and to promote them collectively over the Festival period.

Activities

Music
Art (all forms)
Drama
Dance
Literature

Venues

Market Place
Abbey
Abbey Hall
Abbey School Room
Green dragon
White Hart
Queen's Head
Arts Centre
Museum
Central Hall
Fairland Hall
Fairland Church
Ex-Services Club
Baptist Church
Catholic Church Hall
Methodist Church
Town Green Centre
Rothbury Centre
North Wymondham Community Centre
Wymondham Football Club
Wymondham Rugby Club

Participating Organisations

Wymondham Town Council (Markets)

Wymondham Country Market
Wymondham Symphony Orchestra (Concert 23 March 2024 at the Abbey)
Wymondham Abbey Choir
Wymondham Choral Society (Concert 18 March 2024 at the Abbey)
Livewire
Wymondham Rock Choir
Invidia Voices
Wymondham Arts Centre
Wymondham Heritage Museum
Wymondham u3a
Wymondham WI
Royal British Legion
South Norfolk Radio
Wymondham and Attleborough Talking Newspaper
Wymondham Rotary Club
Wymondham Lions Club
Wymondham Garden Club
Wymondham Quilters
Wymondham Lacemakers
Venue owners (see above)
stART Studio
The Shed

Individual Artists

Amelia Bowman
Elizabeth Reed
Kerri Buck
Ruth Gillett (Potter)

Schedule

Saturday 20 April 2024 – Farmers’ Market

Tuesday 23 April – St George’s Day Concert

Wednesday 24 – Saturday 27 April – Wymondham Players production

Friday 26 April – Friday Market Day (Charter and Country Markets)

Sunday 6 May – Festival Finale Concert – Wymondham Abbey

Possible Events

Abbey Spring Fair
Abbey Duck Race (Early May Bank Holiday Monday 6 May 2024)
Four by Four production at North Wymondham Community Centre (5 May)

Livewire Concert
Tribute Band at Central Hall (in aid of the Air Ambulance)

Potential Funders

Wymondham Town Council
Wymondham Business Group
Individual Businesses (Profit share from hosted events)
Wymondham Music Festival Fund (Music venue hire)

Financial Overview

Wymondham Business Group (including arranging Insurance)
Wymondham Town Council (by means of a nominated elected member)

Event Facilitators

A Working Group made up of representatives of the following groups

Wymondham Business Group
Wymondham Town Team
Wymondham Town Co-ordinator
Lions Club
Rotary Club
Wymondham Magazine (publicity)
Clear Company (Abbey Fair)
Wymondham Ex-Services Club
Wymondham Football Club
Wymondham Rugby Club
Town Green Traders

Proposal prepared by:

Tony Vale (Four by Four, North Wymondham Community Centre, Wymondham Farmers' Market and Wymondham and Attleborough Talking Newspaper)

24 September 2023

BIRD BOXES – A PROPOSAL FOR LEET – 21.11.2023

Background: There is a shortage of natural bird nesting sites in the UK as more areas are urbanised. Placing nest boxes in the Town Council's managed areas can help our songbird population by providing Spring nesting sites and shelter and warmth for roosting birds during the Autumn and Winter.

Residents have recently approached Cllr James to ask if it would be possible to have bird nesting boxes installed in Priory Gardens and The Queen Elizabeth Memorial Garden (formerly Chandler's Hill). There are other suitable spaces such as Browick Rec, Kett's Park Wood and Becketswell.

The Shed makes and sells wooden bird boxes so Cllr James enquired about costs and lead times. The boxes would cost **£8.50** each and could be ready for Spring installation in time for the nesting season. See overleaf for more info from The Shed. Two other examples of similar boxes that are commercially made from sustainable wood are given below for price comparison.



£9.99 each

<https://enchanted-earth.com/classic-nest-box--made-with-fsc-wood--21cm-24030-p.asp>



£14.95 each

<https://www.arkwildlife.co.uk/product/ark-cedar-bird-nest-box-open-fronted/>

Proposal:

Wymondham Town Council commissions The Shed to make 10 wooden birdboxes for installation in its managed spaces at a total cost of £85.00.

Proposer: Cllr Annette James

Secunder: Cllr Lucy Nixon

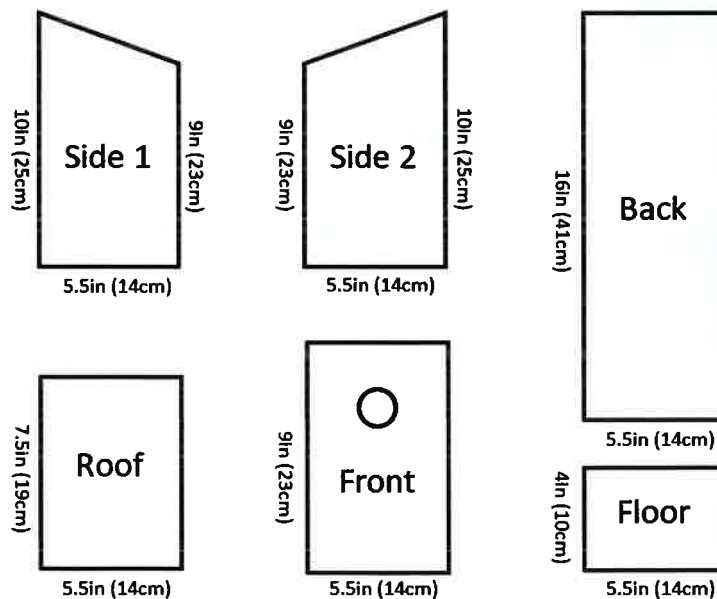


Bird box costings for WTC's LEET Committee

The Shed has been asked to provide a quotation for the making of 10 wooden birdboxes. There would be 5 with a round entrance hole for blue tits/sparrows and 5 with a slot entrance for robins.

We use Structural Plywood CE2 product which is sustainably sourced and complies with the FSC® accreditation scheme. It is also for exterior use and can be further protected with a non-toxic water-based wood stain. The wood meets the British Ornithology Trust's recommended nest box thickness of 15mm for strength, insulation and thickness.

We would need to purchase enough wood, hinges, screws and non-toxic woodstain. **The cost would be £8.50 per box = £85.00 in total.**



Copyright: www.SunCatcherStudio.com

Roof	Front ○	Floor	Side 1	Side 2	Back
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Use a single 1 x 6 board. The actual dimensions will be 3/4 inch thick and 5.5 inches wide. This project will require a board approximately 60" (1.5m) in length.