

**WYMONDHAM TOWN COUNCIL**  
**MINUTES OF A TOWN COUNCIL**  
**MEETING HELD ON TUESDAY 16th May 2023**  
**in the Council Offices at 7.00 pm.**

Councillors Present

S Nuri-Nixon	P Barrett	J Barrett
A Perry	L Doheny	T Baker
A Holden	J Halls	M Batley
A James	J Fulcher	L Nixon
M Rosen	R Frosdick	

Member(s) of the Public: 15  
 Norfolk County Councillor: R Savage  
 South Norfolk Councillor: D Roberts

Councillor Hurn in the Chair

046/23	<u>ELECTION OF MAYOR &amp; CHAIR OF THE COUNCIL</u> Mayor K Hurn called for nominations. Cllr. Nuri - Nixon was nominated upon the proposition of Cllr. Halls and seconded by Cllr. James. Cllr. Holden proposed Cllr. Rosen, no seconder was forthcoming and Cllr. Nuri-Nixon was duly appointed. A declaration of acceptance of office has been signed.
047/23	<u>ELECTION OF DEPUTY MAYOR &amp; VICE CHAIR OF THE COUNCIL</u> Cllr. Nuri-Nixon called for nominations. Cllr. James was nominated upon the proposition of Cllr. Halls and seconded by Cllr. Nixon. No other nominations were received and Cllr. James was duly appointed. A declaration of acceptance of office has been signed.
048/23	<u>APOLOGIES FOR ABSENCE</u> – None.
049/23	<u>DECLARATIONS OF INTEREST:</u> None.
050/23	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Halls and seconded by Cllr. James the minutes of the meeting held on 4th April 2023 were unanimously approved as a correct record.
051/23	<u>PROGRESS UPDATES:</u> None.
052/23	<u>FINANCE &amp; GENERAL PURPOSES COMMITTEE</u> minutes of meeting held on 18 <sup>th</sup> April 2023 were noted.
053/23	<u>DELEGATED ARRANGEMENTS TO COMMITTEES &amp; WORKING GROUPS</u> Cllr. Nuri-Nixon explained that this is covered in the Council’s Standing Order pack which all Councillors have a copy. It was resolved to continue with these.
054/23	<u>COMMITTEES TERMS OF REFERENCE</u> Cllr. Nuri-Nixon explained that this is covered in the Council’s Standing Order pack which all Councillors have a copy. It was resolved to continue with these.

055/23	<u>APPOINTMENTS TO COMMITTEES</u> After discussion and upon the proposition of Cllr. P Barrett and seconded by Cllr. Rosen it was resolved to appoint Committees in accordance with the list attached to these minutes.
056/23	<u>APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES</u> After discussion upon the proposition of Cllr. Halls and seconded by Cllr. Rosen it was resolved to appoint representatives to outside bodies in accordance with the list attached to these minutes.
057/23	<u>APPOINTMENTS TO WORKING GROUPS</u> After discussion upon the proposition of Cllr. J Barrett and seconded by Cllr. Nixon it was resolved to re-appoint working groups in accordance with the list attached to these minutes.
058/23	<p><u>FINANCE &amp; GENERAL PURPOSES COMMITTEE</u> Cllr. Halls was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen and was elected Chair. Cllr. Fulcher was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen and was elected Vice-Chair</p> <p><u>LEISURE ENVIRONMENT ENTERPRISE &amp; TOURISM COMMITTEE</u> Cllr. James was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen and was elected Chair. Cllr. Baker was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen and was elected Vice-Chair</p> <p><u>PLANNING LIGHTING &amp; HIGHWAYS COMMITTEE</u> Cllr. Frosdick was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen and was elected Chair. Cllr. Nuri-Nixon was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen and was elected Vice-Chair</p>
059/23	<p><u>FORMAL RE-ADOPTION</u> – Cllr Nuri-Nixon advised that the following protocols and procedures are included within the pack issued to all Councillors and upon the proposition of Cllr. P Barrett and seconded by Cllr. Halls it was resolved to formally re-adopt the following:</p> <ul style="list-style-type: none"> <li>• Standing Orders</li> <li>• Civility &amp; Respect</li> <li>• Code of Conduct</li> <li>• Complaints</li> <li>• Correspondence</li> <li>• Computer &amp; Telephone Misuse Policy</li> <li>• Data Protection</li> <li>• Equal Opportunities</li> <li>• Freedom of Information</li> <li>• Financial regulations</li> <li>• Health &amp; Safety</li> <li>• Information Protection Policy</li> <li>• Information Security Incident Policy</li> <li>• Press &amp; Media</li> <li>• Removable Media Policy</li> <li>• Risk Assessment</li> <li>• Social Media and Electronic Communication Policy</li> <li>• Treasury Management Policy</li> <li>• Whistle Blowing</li> </ul> <p>Cllr. Holden proposed an amendment to financial regulations but received no seconder, however it was agreed that the Finance &amp; General Purposes committee would consider it.</p>

060/23	<u>TO NOTE INVENTORY OF LAND &amp; ASSETS</u> Cllr. Nuri-Nixon advised that these were outlined on Paper E issued with the agenda.
061/23	<u>TO NOTE INSURANCE COVER</u> Clerk advised that this is covered by the Council's block policy with Zurich Insurance
062/23	<u>COUNCIL / EMPLOYEES MEMBERSHIP OF OTHER BODIES</u> List provided with agenda was noted.
064/23	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Nixon and seconded by Cllr. Batley it was resolved to pay accounts for April 2023, as per the submitted list in the sum of £69,068.46. In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £10,048.03
065/23	<u>MAYORS ENGAGEMENTS</u> – Noted.
066/23	<u>PUBLIC PARTICIPATION:</u>
067/23	<u>BANKING SIGNATORIES</u> – It was resolved to appoint the following as signatories – Cllrs. Nuri-Nixon, Fulcher, Nixon and Perry.
068/23	<u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u> <u>Norfolk County Council</u> <ul style="list-style-type: none"> <li>• Cllr. Savage <ul style="list-style-type: none"> <li>○ New leader elected – Kay Mason-Billig.</li> <li>○ Proposed devolution deal to be scrutinised.</li> <li>○ Potential new Country Park to be considered to allow trees to be planted.</li> </ul> </li> </ul> <u>South Norfolk Council</u> <ul style="list-style-type: none"> <li>• Cllr. Savage – Barclays Bank offering a limited advice facility in the library.</li> </ul>
069/23	<u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:</u> None.

*[The meeting closed at 19.42 pm]*

DATED this .....day of .....2023

SIGNED .....(Chairman)