

Wymondham Town Council Annual Report 2022-23



Review of the Civic Year

The 2022-23 civic year was extremely busy as we returned to normality following the covid years. My wife and I attended over 55 official events to which we were invited, and many more that did not involve an official invitation, but we felt were deserving of wearing the chain of office. Hardly a week went by where we did not attend an event, but they were all very enjoyable in many different ways ranging from traditional church services to quiz nights. The types of event were so diverse and enabled us once again to visit many parts of our beautiful county.

In the late spring and early summer we enjoyed events marking The Queen's Platinum Jubilee celebrating her glorious 70 year reign. As well as official engagements we were also able to enjoy a street party with friends and neighbours along our street, just like millions of other people across the country.

Sadly on 8th September last year we heard the news we were all dreading, that Her Majesty Queen Elizabeth II passed away. A period of public mourning followed and we were required to follow Royal protocol, lowering and raising the towns flags to represent various stages of proceedings following the death of a Monarch. I was honoured to lead the town during this sad time which included laying flowers at the war memorial, attending memorial services and leading a one minute's silence upon the eve of the funeral of Queen Elizabeth II. It was also a proud moment to be able to read the Wymondham Town proclamation that we had a new king; Charles III. I am also extremely grateful to the Wymondham Branch of the Royal British Legion who turned out in their finery, with standards to assist with the proclamation, even though I had not asked them to do so; what a wonderful gesture of kindness.

Another highlight of the year was holding my Civic Service and reception in the beautiful setting of Wymondham Abbey. Guests included dignitaries, mayors and friends from all areas of the county. It was a thoroughly enjoyable event that will live long in our memory, and I am

grateful to Canon Christopher Davies for allowing me to use the Abbey, and for conducting a lovely service. Once again I was able to honour a recipient of the Wymondham Town Council Civic Award, this year the award went to Janis Raynsford to acknowledge all that she has done to nurture the gardens and open spaces in and around Wymondham for many years.

Another highlight was the Mayor's Charity Bingo night, following the success of the 2022 event, where again over 70 people attended. We raised over £1,000 for charity, which was shared equally between my chosen charities of Wymondham Dementia Support Group and Wymondham Community Outreach Project. These are both charities that do wonderful work for our community, and who we have a great affinity for.

I am proud that our Town Council has again been able to support voluntary groups within Wymondham to enable them to complete projects where they needed that extra funding boost, and I hope this continues. I was pleased to see the Town Council commit towards ongoing projects such as the new cemetery and improvements to Browick Park amongst others. Also many years of hard work came to fruition as Wymondham voted in favour of the Neighbourhood Plan. I would like to extend my thanks to Mr Trevor Gurney; the Town Clerk for his help and advice, the council administrative staff and the ground staff for their continued work during the past year. As previously I must thank my lovely wife Sharron for her support and companionship during all of our engagements.

After four years as Mayor of Wymondham, and eight years serving on the Town Council it was time for me to sign off at the AGM in May. It has been a great honour to serve the people of Wymondham as a councillor, and as Mayor; a role I have enjoyed immensely even though there were some difficult challenges along the way. Thank you to everyone who has supported me during this time. I wish the new Town Council well, and congratulate our new Mayor upon her election.



The Town Council offices are situated at:

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Office opening hours
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How does your Town Council work for you?

The 14 members of Wymondham Town Council are all unpaid volunteers, elected by Wymondham people every four years. Elections took place in May 2019 so that 2022-23 was the fourth year of office for the council. Each year, the councillors elect a Mayor and Deputy Mayor from among their members.

The full Town Council meets on the first Tuesday of every month. It takes questions from the public, notes minutes from its committees and receives reports from representatives on outside bodies. It also approves all payment to suppliers from the preceding month and discusses issues relevant to the town.

Some of the Town Council's functions are delegated to three main committees and these meet on Tuesdays in accordance with the schedule published on the council website. Each committee consists of five members who elect their own chair and vice chair. These committees are:

Leisure, Environment, Enterprise and Tourism, which supervises the maintenance, upkeep and improvement of the Council's recreation areas such as Bell Rope Lane and Browick Road recreation ground. It is also responsible for ensuring that play equipment meets health and safety requirements and that residents have access to leisure facilities. It is also responsible for other open spaces, such as the Tolls Meadow nature reserve, the Becketswell amenity area and the allotments.

A closer look at planning

Planning can be a complex and often contentious matter. The Town Council's Planning, Lighting and Highways Committee works within a planning policy framework which explains how planning applications are dealt with, and how decisions are made.

South Norfolk Council has the final say in planning matters. Sometimes its Planning Committee will delegate decisions on appropriate cases to planning officers in consultation with local members. All applications are forwarded first to the Town Council for comment, and details

of applications are posted on the council noticeboard. Plans are available through the South Norfolk Council website, and considered at a council or committee meeting where they are discussed.

Letters from the public commenting on applications are welcome, and time is always allowed at the start of meetings for public comments to be made in person. The Town Council will then comment to the District Council in the light of the local plan and other policy guidance, taking into account any public comments and the considered views of its members.

Planning, Lighting & Highways liaises closely with Norfolk County Council and South Norfolk Council on all road, pavement and lighting issues affecting the Wymondham parish. It takes a strategic planning overview for the town and works in conjunction with the county and district councils.

While it does not grant planning approvals (normally the responsibility of South Norfolk Council), the Town Council is consulted on all applications affecting Wymondham.

Finance & General Purposes manages property owned or leased by the council, including the cemetery and the charter Friday market. It also allocates funds under the council's small grants scheme and is responsible for machinery purchases and the council's administration team. Its remit also includes the Grade 1 listed Market Cross and the provision of Tourist Information Centre facilities provided by the council staff.

Agendas are posted on the Town Council notice board and agendas and meetings for council meetings are published on the council website, and these indicate the starting time. Public participation is allowed at all meetings at the allocated time.



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Precepts, grants, income and expenditure

Council finance explained

The Town Council is required by law to set a budget each year, which then determines how its financed for that year.

Income is obtained from a number of sources, such as market fees, leisure activity fees, burials, rents, grants and income on investments. It is also prudent for the council to maintain a general reserve to cover emergencies together with earmarked reserves for specific projects.

The largest source of income is the precept which in the 2022-23 financial year was £603,032 which was received. For the present 2023-24 financial year the precept has been set at £656,638.

Expenditure included the costs of maintaining the council offices at Ketts Park and the salaries of the Town Clerk, administration support staff, and groundsmen as well as the Tourist Information staff. The Town Council also maintains various amenity and play areas such as Tolls Meadow, Bellrope Lane and the Cemetery.

Another important part of the council's work is in supporting local groups through our grants scheme. Each year the Town Council makes grants to local organisations to help with projects. Grants were awarded in 2022-23, as shown.

Income 2022/23

| | |
|-------------------------------|--------|
| Recreation | 6589 |
| Precept | 603032 |
| Burial fees | 22527 |
| Rent | 11162 |
| Market Fees | 10352 |
| Community Infrastructure Levy | 389852 |
| Allotments | 4873 |
| Other | 3964 |
| Tourist Information Centre | 600 |
| Interest | 5684 |

| | |
|--------------|----------------|
| Total | 1058635 |
|--------------|----------------|

Expenditure 2022/23

| | |
|-------------------|---------|
| Public Works Loan | 71,945 |
| Salaries | 241,019 |
| Administration | 118,410 |
| Recreation | 53,232 |
| Cemetery | 7,245 |
| New Office Build | 0 |
| Markets | 9,870 |
| Grants | 2,035 |
| Allotments | 4,614 |
| About Wymondham | 1,500 |
| Ketts Park | 0 |
| TIC | 17,172 |
| Toilets | 17,213 |
| Street Lights | 8,383 |

| | |
|--------------|----------------|
| Total | 552,638 |
|--------------|----------------|

Grants 2022/23

| | |
|--------------------|----------|
| Wymondham In Bloom | 1,752.28 |
| Wymondham Rotary | 282.50 |

| | |
|--------------|-----------------|
| Total | 2,034.78 |
|--------------|-----------------|

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Civic Awards

One thing which always gives me great pleasure is the presentation of the Wymondham Town Council Civic Award. Our recipient this year is Janis Raynsford.

Janis is a long serving member of Wymondham Heritage Society looking after all things environmental and helping to care for our local green spaces. Many of you may be familiar with Janis looking after the public spaces and gardens in and around Wymondham, and I am sure anyone who has walked through Priory Gardens has seen Janis busily tending to the plants, weeding the flower beds and generally caring for the gardens. I have been privileged to get to know Janis very well since becoming Chair of Wymondham Heritage Society and I must commend her on her wealth of knowledge of environmental issues, flora and fauna.

Janis it gives me great pleasure to present you with the Civic Award this year.



Wymondham Town Council

| Central Ward | East Ward | North Ward | South Ward |
|-----------------|----------------|-----------------|--------------------|
| Cllr. R Elliott | Cllr. P Broome | Cllr. Y Astley | Cllr. J Halls |
| Cllr. I Flatt | | Cllr. K Cross | Cllr. A James |
| Cllr. K Hurn | | Cllr. A Holden | Cllr. S Nuri-Nixon |
| Cllr. R Savage | | Cllr. P Hubble | |
| Cllr. K Carsok | | Cllr. J Murrell | |

South Norfolk Council

| Central Ward | North Ward | South Ward (includes East Ward) |
|----------------|----------------|---------------------------------|
| Cllr. K Hurn | Cllr. A Holden | Cllr. J Halls |
| Cllr. R Savage | Cllr. J Hornby | Cllr. S Nuri-Nixon |

Norfolk County Council

| Wymondham Division | Forehoe Division (South Ward) |
|--------------------|-------------------------------|
| Cllr. R Savage | Cllr. Elmer |

Contact details for all councillors are on our website.

Meeting dates - Council and Committees

The Town Council normally meets on the first Tuesday of each month with the Finance & General Purposes and the Leisure, Environment, Enterprise and Tourism Committees meeting on the third Tuesday in alternative months. These meetings typically start at 7pm. Planning, Lighting and Highways Committee meets on both the first and third Tuesdays monthly at 6pm.

July

4th Planning Lighting & Highways, followed by Town Council

18th Planning Lighting & Highways, followed by Leisure Environment Enterprise & Tourism Committee

August

1st Planning Lighting & Highways, followed by Town Council

15th Planning Lighting & Highways, followed by Finance & General Purposes

September

5th Planning Lighting & Highways, followed by Town Council

19th Planning Lighting & Highways, followed by Leisure Environment Enterprise & Tourism Committee

October

3rd Planning Lighting & Highways, followed by Town Council

17th Planning Lighting & Highways, followed by Finance & General Purposes

November

7th Planning Lighting & Highways, followed by Town Council

21st Planning Lighting & Highways, followed by Leisure Environment Enterprise & Tourism Committee