

## **WYMONDHAM TOWN COUNCIL**

SUMMONS TO ATTEND -NOTICE IS HEREBY GIVEN THAT  
A MEETING OF THE TOWN COUNCIL is to be held on  
TUESDAY 6<sup>th</sup> February 2024 at 7.00 pm in the Council Chamber.

### **A G E N D A**

	The openness of local Government Bodies Regulations 2014 Under the above regulations, any person may take photographs, film, and audio – record the proceedings and report on all public meetings. If you do not wish to be filmed/recorded, please notify us. Please also note the meeting is being live streamed on You-tube.	
1	Apologies for absences	
2	Declarations of Interest	<b>A</b>
3	To resolve that the minutes of the Council meeting held on 9 <sup>th</sup> January 2024 are a correct record.	<b>B</b>
4	To receive an update about progress of items from the last meeting of the Council 9 <sup>th</sup> January 2024 / previous meetings.	
5	To note the minutes of the Leisure Environment Enterprise & Tourism Committee meeting held on 16 <sup>th</sup> January 2024.	<b>C</b>
6	To confirm payment of monthly creditors – January 2024.	<b>D</b>
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 unless directed by the Chairman of the meeting.	
8	Rothbury Road Park – To consider and approve appointment of Project Manager	<b>E</b>
9	Public Realm Project – Presentation by Joel Pales (SNC – Community Infrastructure Officer)	
10	Motion re Pesticide use – Cllr. Perry	<b>F</b>
11	Reports from County / District Councillors.	
12	Reports from representatives on outside committees.	
13	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.	
14	Draft Emergency Plan – Cllr. Roberts	<b>G</b>
15	Wymondham Railway Station Platform Access update – Cllr. Roberts	

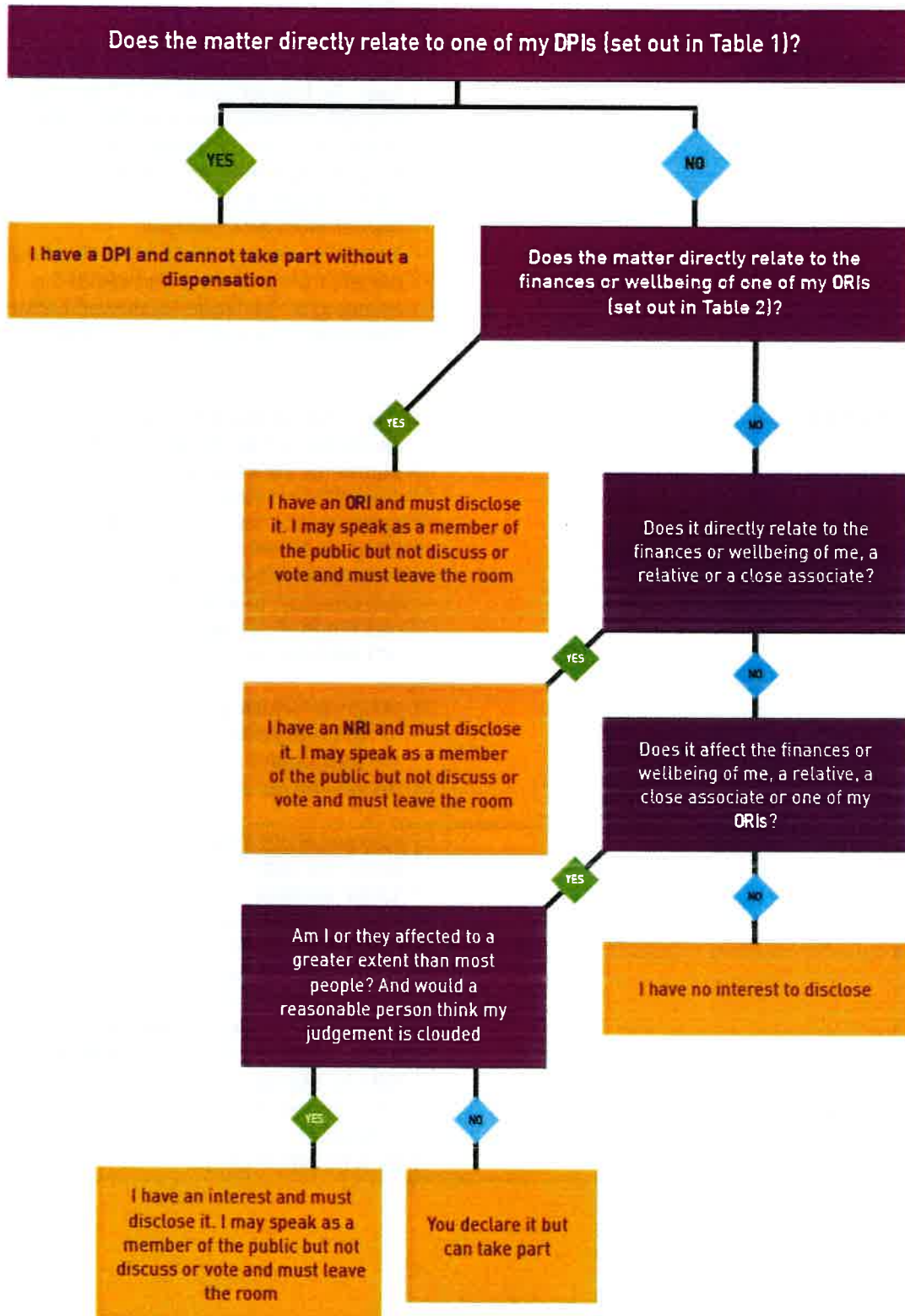


Trevor Gurney (Town Clerk)  
Council Offices, Ketts Park  
Harts Farm Road, Wymondham

30th January 2024

## 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](#).

<b>Subject</b>	<b>Description</b>
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain.
<b>Sponsorship</b>	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.
<b>Contracts</b>	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
<b>Land and Property</b>	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.
<b>Licenses</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

<b>Corporate tenancies</b>	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.
<b>Securities</b>	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 Registerable Interest :</p> <p>a) any unpaid directorships</p> <p>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</p> <p>c) any body</p> <p>(i) exercising functions of a public nature</p> <p>(ii) directed to charitable purposes or</p> <p>(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</p>
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**WYMONDHAM TOWN COUNCIL**  
 MINUTES OF A TOWN COUNCIL  
 MEETING HELD ON TUESDAY 9<sup>th</sup> JANUARY 2024  
 in the Council Offices at 7.00 pm.

Councillors Present

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

Member(s) of the Public: 1

Councillor Nuri-Nixon in the Chair

001/24	<u>APOLOGIES FOR ABSENCE</u> – Cllr Holden.
002/24	<u>DECLARATIONS OF INTEREST:</u> None.
003/24	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Fulcher and seconded by Cllr. P Barrett the minutes of the meeting held on 5 <sup>th</sup> December 2023 were unanimously approved as a correct record.
004/24	<u>PROGRESS UPDATES:</u> <ul style="list-style-type: none"> <li>• <u>COUNCIL BUILDINGS, HEALTH &amp; SAFETY AND PERSONNEL WORKING GROUP</u> The notes of the Policies &amp; Standing Order Working Group meeting held on 13<sup>th</sup> December 2023 were noted and upon the proposition of Cllr. Nixon and seconded by Cllr. Rosen the recommendations therein were unanimously ratified.</li> </ul>
005/24	<u>FINANCE &amp; GENERAL PURPOSES COMMITTEE</u> minutes of meeting held on 19 <sup>th</sup> December 2023 were noted.
006/24	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Roberts and seconded by Cllr. James it was resolved to pay accounts for December 2023, as per the submitted list in the sum of £33,494.93. In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £10,894.08
007/24	<u>PUBLIC PARTICIPATION</u> - None.
008/24	<u>PRECEPT 2024 - 2025</u> Cllr. Nuri-Nixon introduced the budget that has been recommended by the Finance & General Purposes Committee. Projected income is £98,650 expenditure of £664,903 and allocations to earmarked reserves of £127,250 leaving a funding and precept requirement of £693,503. With a tax base of 6502 dwellings this results in a band 'D' property being charged at £106.66 pa an increase of £3.35 pa on last year. Following discussion upon the

	proposition of Cllr. Fulcher and seconded by Cllr. Rosen it was resolved to approve the budget and precept as outlined.
009/24	<u>4 YEAR PLAN</u> Cllr. Rosen had no further updates other than to thank Cllrs. Frosdick & P Barrett for the production of a financial spreadsheet covering the proposed plan.
010/24	<u>RISK ASSESSMENTS</u> Action plan was considered, and it was resolved to refer them to the Councils Buildings Health & Safety and Personnel Working Group for further discussion.
011/24	<u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u> <u>Norfolk County Council</u> – Nothing.  <u>South Norfolk Council</u> <ul style="list-style-type: none"> <li>• Cllrs. Rosen/Roberts – Spinks Lane flooding issue is an ongoing situation. Drainage application withdrawn and enforcement action being considered.</li> <li>• Cllr. Rosen – Review into Committee work being undertaken to make them more effective.</li> </ul>
012/24	<u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u> <ul style="list-style-type: none"> <li>• Cllr. P Barrett – Greening Wymondham active – Looking for funds re Rothbury Road project, work on Friarscroft and Ketts Park woods ongoing and Orchard work every fortnight on a Saturday.</li> <li>• Cllr. Rosen asked for a ‘Sustainable Wymondham’ update. Cllr. P Barrett replied that it had been quiet over Christmas but an event re recycling was being organised for February.</li> <li>• Cllr. Perry – Toad watch meeting at White Hart on 29<sup>th</sup> January 2024.</li> </ul>


*[The meeting closed at 19.30 pm]*

DATED this .....day of .....2024

SIGNED .....(Chairman)



WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS									
No	PAID TO	DESCRIPTION	SERVICES	NIC	EXPEND	ANALYSIS	VAT	AMOUNT	P/MENT
230	K & N Fencing Ltd	Insurance work Bromick Rec fencing	L & E Maintenance	6130		1,085.00	217.00	1,302.00	BACS
231	Red Dune Ltd	Visit Wymondham Website and build deposit	TIC - Tourism Development	8200		600.00	120.00	720.00	BACS
232	Mr T Gurney	Upright vacuum cleaner (office)	Est - Cleaning materials	4080		108.33	21.67	130.00	BACS
233	Breckland Industrial Ltd	Professional clean following pest control work - TIC	TIC - Miscellaneous	8120		395.00	79.00	474.00	BACS
234	Wymondham Windows Ltd	Replacement of shattered window in meeting room	Est - Maintenance	4090		1,470.83	294.17	1,765.00	BACS
235	Abbeygate Garage Ltd	Fuel Account - November	L & E Maintenance	6130		207.54	41.51	249.05	BACS
236	Biffa Waste Services Ltd	Wheeled Bin Account - November	Council Refuse	4520	138.70		27.74		
		Wheeled Bin Account - November	Cemetary Refuse	4420	137.65				
237	Wymondham Symphony Orchestra	Grant	Grant - General	4700		1,003.90	0.00	1,003.90	BACS
238	Ernest Doe & Sons Ltd	Thermogloves	Est - Health & Safety	4195	5.66			331.62	BACS
		Drill bits, cable ties, blue roll, bolts & washers, glue	L & E Maintenance	6130	145.73		29.15		
		Repairs to Ferris and tractor, saw chain, spark plugs	L & E Equipment Maintenance	6140	868.43				
239	Alan R Cross & Son	Interim payment Christmas lights, replace time switch	Est - Christmas lights	4120		3,072.84	614.57	3,687.41	BACS
240	Anglian Water Business (National) Ltd	12.9.23-11.12.23	Cemetary - Water	4430		45.14	3.10	48.24	BACS
241	Anglian Water Business (National) Ltd	10.9.23-9.12.23	Public Toilets	4300		643.09	0.00	643.09	BACS
242	Anglian Water Business (National) Ltd	4.9.23-3.12.23	L & E Water - Browick	6030	1,280.00			6.63	BACS
243	Broadland Tree Services	Pruning & Remove trees overhanging unit on Aylton Road	L & E Maintenance	6130	1,280.00				
		Remove hanging branch in Cemetary & clearing from street lights	Cemetary Maintenance	4440	1,180.00			2,952.00	
		Reading glasses used for Display screen equipment	Est - Health & Safety	4195		51.99	0.00	51.99	
244	Mrs G Baker	Cleaning of Council Offices - 3 weeks	Est - Cleaning	4050		159.00	0.00	159.00	
245	Mrs S Hurn	Temporary Ground staff	Salaries and wages	4000		2,783.96	556.80	3,340.76	
247	HMRC	PAYE/NIC	PAYE/NIC	4000		3,374.98	0.00	3,374.98	
248	Norfolk Pension Fund	Pensions	Pensions	4000		4,241.12	0.00	4,241.12	
249	Viking Payments	Waste bins, Supaclips, correction tape, ring binders	Admin Print/Stationery	4310		191.99	38.39	230.38	
250	Savills Client a/c Re Anglian Water Services Ltd	Rent in Advance 25/12/23-24/03/23	Allotments	4600		975.63	0.00	975.63	
251	Norfolk County Council	Legal advice - GDPR	Est - Legal	4115		450.85	90.17	541.02	
252	Canon UK Ltd	Copier costs - rental charge 1.12.2023-29.02.2024	Admin Print Stationery	4310	98.03		19.61		
		Copier costs - 1.9.2023-30.11.2023	Admin Print Stationery	4310	78.83		15.77	212.24	
253	TG Bodyshop	Repairs to VW Cady van, fan heater resistor	Est - Van maintenance	4155		88.99	17.80	106.79	
254	Wymondham Garden Centre	Fish blood and bone	L & E Brighter Wymondham	6160		7.49	1.50	8.99	
255	C C Clements & Sons	Putty, padlocks	L & E Maintenance	6130	199.45		39.89		
		A4 engraved laminate - Queens Memorial Garden	Est - Miscellaneous	4090	50.00		10.00	299.34	
256	Jewson Ltd	Rock salt, gas cylinder, fixed blade folding knife	L & E Maintenance	6130	145.81		29.16		
		Safety helmet	Est - Health & Safety	4195	6.20		1.24	182.41	
257	The Society of Local Council Clerks	Annual membership	Est - Subscriptions	4130		418.00	0.00	418.00	
258	Nick Scrivens	Daily cleaning (December)	Public toilets	4300		1,061.00	212.20	1,273.20	
259	Naked Marketing Ltd	Creation of Farmers Market Branding	TIC - Tourism Development	8200		1,200.00	240.00	1,440.00	
260	East Fire Extinguisher & Alarms (UK) Ltd	Intruder Alarm/Call system service	Est - Miscellaneous	4090		180.00	36.00	216.00	
261	EDF Energy	Elec 24.10.25-23.12.23	TIC - Electricity	8040		295.74	14.79	310.53	
262	Standley Steel Stockholders	Replace gate stop on cemetery gate	Cemetary Maintenance	4440		78.00	15.60	93.60	
263	Ernest Doe & Sons Ltd	Sharpen blades of hedge cutter, oil, chain, air filter, bulbs	L & E Equipment Maintenance	6140	59.51		11.91		
		Padlocks, batteries and round up	L & E Maintenance	6130	106.44		21.28	199.14	
264	Biffa Waste Services Ltd	Wheeled Bin Account - December	Council Refuse	4520	89.33		17.87		
		Wheeled Bin Account - December	Cemetary Refuse	4420	88.70		17.74	213.64	
					<b>4,678.47</b>	<b>24,197.04</b>	<b>3,549.97</b>	<b>32,425.48</b>	
	Anglian Internet	Telephone and internet	Admin - telephone	4320		100.20	20.04	120.24	
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/Stationery	4310		96.00	19.20	115.20	
	EE	Groundsmans telephone	Admin-telephone	4320		14.31	2.86	17.17	
	BT	Lift Line	Admin/telephone	4320		10.28	2.06	12.34	
	Valda Energy Limited	8.12.23-8.1.24	L & E Electric - Browick	6040		9.17	0.46	9.63	
	Valda Energy Limited	Council Office and Maintenance shed elec 22.11.23-21.12.23	Est - Electricity	4040		662.39	132.48	794.87	
					<b>4,678.47</b>	<b>25,089.39</b>	<b>3,727.07</b>	<b>33,494.93</b>	

Chairman .....  .....  
 31st December 2023

Deputy Chairman .....  .....

**WYMONDHAM TOWN COUNCIL SALARIES**

<b>No</b>	<b>PAID TO</b>	<b>DESCRIPTION</b>	<b>SERVICES</b>	<b>EXPEND</b>	<b>ANALYSIS</b>	<b>VAT</b>	<b>AMOUNT</b>	<b>CHEQUE</b>
9	Barclays Payflow	Salaries - December	Admin Salaries Estab Salaries TIC Salaries Cemetery Salaries	6479.93 2015.05 633.31 1765.79			£10,894.08	D/D
<b>TOTALS</b>							<b>£10,894.08</b>	

  
 .....  
**Chairman**

  
 .....  
**Deputy Chairman**

31st December 2023



**WYMONDHAM TOWN COUNCIL**  
 MINUTES OF A MEETING OF THE LEISURE, ENVIRONMENT,  
 ENTERPRISE AND TOURISM COMMITTEE held on Tuesday 16<sup>th</sup> January 2024  
 in the Council Offices commencing at 7.00 pm

Present:

Cllrs	A James (Chair)
	L Nixon
	M Batley
	L Doheny
	T Baker

Also Present:

1 member of the public.  
 Cllrs. Fulcher & Nuri-Nixon  
 C Pharaoh – SNC – Town Co-ordinator

LE01/24	<u>APOLOGIES FOR ABSENCE</u> – None.
LE02/24	<u>DECLARATIONS OF INTEREST</u> <ul style="list-style-type: none"> <li>• Cllr. James – Agenda items 6 &amp; 7 – Member of Wymondham in Bloom – non-pecuniary.</li> </ul>
LE03/24	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. Nixon and seconded by Cllr. Doheny it was unanimously resolved to approve the minutes of the Leisure, Environment, Enterprise & Tourism Committee meeting held on 21 <sup>st</sup> November 2023 as a correct record.
LE04/24	<u>PROGRESS UPDATES</u> – None.
LE05/24	<u>PUBLIC PARTICIPATION</u> <ul style="list-style-type: none"> <li>• Cllr. Nuri-Nixon – Agenda item 7 (Wymondham Mark) – Didn't agree with paper pretext and Council had been pro-active – organising volunteers network meeting and attending meeting of Voluntary Norfolk who are also active in bringing groups together. Moving forward to be an inspirational Council.</li> </ul>
LE06/24	<u>WATER BUTT</u> Cllr. Nixon introduced her paper to purchase a rainwater butt and flower display to be purchased for £232.99 together with plants and compost. The funding comes from a grant of £300 received from South Norfolk Council pride in place fund. Upon the proposition of Cllr. Nixon and seconded by Cllr. James it was unanimously agreed to purchase the water butt and plants etc.

LE07/24

**WYMONDHAM MARK** Cllr. Baker outlined his paper to bring in a 'Wymondham Mark' to provide support and infrastructure for local volunteer groups and organisations. The LEET committee would establish the criteria to receive a 'Mark' and would determine which groups would be accepted. The Council needs to have a structure in place and could control who uses resources by putting checks and balances in place. Cllr. Nixon responded outlining work the Council had undertaken in the Town and raising concerns that a 'Mark' would create a 2 tier elitist system and that the Council should be inclusive and progressive not elitist. The effect of loss of income to other small room hirers was pointed out, which could cause them to close if the Council offered free meeting rooms.

Upon the proposition of Cllr. Baker and seconded by Cllr. Doheny the following motion was proposed:

The Council

a) Requests that the Town Clerk prepare a report containing details of:

- Spaces to which access is controlled by Wymondham Town Council
- Sources of water accessible from outside buildings which are controlled and paid for by Wymondham Town Council
- Sources of electricity accessible from outside building which are controlled and paid for by Wymondham Town Council
- Any other inventory or services he deems may be useful to community groups.

b) Resolves to create the "Wymondham Mark" to grant community groups, charities or individuals the right to access these services without charge

c) Directs the LEET Committee to determine:

1. Which resources to which mark-holders should have access
2. The extent to which mark-holders should have access to these resources
3. The criteria the above groups or individuals must satisfy to be awarded the mark
4. The process through which groups or individuals must go to be awarded the mark
- 5.. Criteria upon which the above groups or individuals may have the mark removed and the process for doing this
6. Suitable monitoring of usage of the above resources

For: 2

Against: 3

The motion was lost.

LE08/24	<p><b>TOWN CO-ORDINATOR</b> presented her report of work being undertaken which primarily comes under the following headers:</p> <ol style="list-style-type: none"> <li>1) Welcome to Wymondham website.</li> <li>2) Heritage Trail</li> <li>3) Visit Wymondham guide.</li> </ol> <p>Questions</p> <ul style="list-style-type: none"> <li>• How the proposed 52 things to do had been compiled and how businesses were selected to be chosen? <ul style="list-style-type: none"> <li>○ It is a draft the is evolving and businesses selected are on a first come first served basis.</li> </ul> </li> <li>• Organising an event guide and budget sheet was very helpful. <ul style="list-style-type: none"> <li>○ A de-briefing meeting of last year’s event organisers is proposed.</li> </ul> </li> <li>• Socials activity report is interesting. <ul style="list-style-type: none"> <li>○ Footfall increase is from anecdotal evidence, shop keeper comments and observations. South Norfolk Council to be asked for car park statistics to compare 2023 with previous years.</li> </ul> </li> <li>• Is a list of contacts held? <ul style="list-style-type: none"> <li>○ Yes, a data base has been constructed.</li> </ul> </li> <li>• This year is 475<sup>th</sup> anniversary of Ketts Rebellion <ul style="list-style-type: none"> <li>○ South Norfolk Council are considering this to see if they can offer support.</li> </ul> </li> <li>• Will LEET sign off Visit Wymondham Guide <ul style="list-style-type: none"> <li>○ Yes</li> </ul> </li> <li>• Are coach tour visits still being encouraged? <ul style="list-style-type: none"> <li>○ Yes – South Norfolk Council Tourism Officer has created a database of appropriate Coach tour operators.</li> </ul> </li> <li>• When will Visit Wymondham website be launched? <ul style="list-style-type: none"> <li>○ Spring 2024</li> </ul> </li> <li>• Social media <ul style="list-style-type: none"> <li>○ Training course for businesses to be organised. Councillors to be invited to improve their skills.</li> </ul> </li> <li>• When will heritage trail be launched? <ul style="list-style-type: none"> <li>○ Late Spring.</li> </ul> </li> <li>• Retail areas outside the Town Centre should be included. <ul style="list-style-type: none"> <li>○ Yes, including Limetree Avenue and industrial areas.</li> </ul> </li> </ul>
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*[The meeting closed at 19.56 pm]*

**DATED** this ..... day of .....2024

**SIGNED** ..... (Chairman)

WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS									
No	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	PAYMENT
265	Abbeigate Garage Ltd	Fuel Account	L & E Maintenance	6130		150.05	30.01	180.06	BACS
266	Anglian Water Business (National) Ltd	1.10.23-31.12.23	Est - Water	4030		92.68	0.00	92.68	BACS
267	E.ON Next	1.11.23-22.11.23	Est - Electricity	4040		538.62	107.72	646.34	BACS
268	Wymondham Community Bookshop /a Kettis Books	Refund of room booking due to cancellation	Other Income	3900		150.00	30.00	180.00	BACS
269	Mr I Rice	Fee for Permissive footpath - Tiffey Valley	L & E Brighter Wymondham	6160		600.00	0.00	600.00	707399
270	Post Office Ltd	VW Caddy Road Tax	Est - Van Maintenance	4155		320.00	0.00	320.00	707400
271	Harry Stebbings Workshop	Replacement notice board for TIC	TIC - Miscellaneous	8120		887.00	177.40	1,064.40	BACS
272	GM8 Group Ltd	200L Rainwater Terrace Water Butt Planter	L & E Brighter Wymondham	6160		169.18	33.84	203.02	BACS
273	EDF Energy	26.12.23-23.1.24	TIC - Electricity	8040		223.18	44.64	267.82	BACS
274	HMRC	PAYE/NIC	PAYE/NIC	4000		3,770.08	0.00	3,770.08	
275	Norfolk Pension Fund	Pensions	Pensions	4000		4,241.12	0.00	4,241.12	
276	Information Commissioners Office	Data Protection renewal	Est - Miscellaneous	4090		40.00	0.00	40.00	
277	Mrs S Hurr	Cleaning of Council Offices	Est - Cleaning	4050		159.00	0.00	159.00	
278	Hays	Temporary Ground staff	Salaries and wages	4000		1,796.40	359.28	2,155.68	
279	Hygiene Supplies Direct Ltd	7 No. stainless steel toilet roll holders	Public toilets	4300		245.38	49.08	294.46	
280	Edmundson Electrical Ltd	Plug in timer	L & E Maintenance	6130		13.89	2.78	16.67	
281	Viking Payments	A4 note pads, highlighter pens	Admin - Print/Stationery	4310		49.20	9.64	59.04	
282	T/a Commercial & Industrial Cleaning Supplies Ltd	Toilet rolls, urinal blocks and soap	Public Toilets	4300		204.00	40.80	244.80	
283	Alan R Cross & Son	Final invoice for Christmas lights	Est - Christmas lights	4120		1,781.00	356.20	2,137.20	
284	Jewson Ltd	Timberdrive, wood adhesive, sadolin, bolts & nuts	L & E Maintenance	6130		62.27	12.45	74.72	
					0.00	15,493.05	1,254.04	16,747.09	
	<b>Direct Debits</b>								
	Slivley Fleet	Fuel Account	L & E Maintenance	6130		29.17	5.83	35.00	
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/Stationery	4310		96.00	19.20	115.20	
	Anglian Internet	Telephone and internet	Admin - telephone	4320		98.23	19.65	117.88	
	Vaida Energy Limited	8.12.23-8.1.24	L & E Electric - Browick	6040		49.55	2.48	52.03	
	Vaida Energy Limited	21.12.23-21.1.24	Est - Electricity	4040		874.50	174.90	1,049.40	
	BT	Lift Line	Admin/telephone	4320		10.28	2.06	12.34	
	EE	Groundsman's telephone	Admin-telephone	4320		13.72	2.74	16.46	
					0.00	16,664.50	1,480.90	18,145.40	
	.....	Chairman							
	.....	Deputy Chairman							
	31st January 2024								

**WYMONDHAM TOWN COUNCIL SALARIES**

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
10	Barclays Payflow	Salaries - January	Admin Salaries Estab Salaries TIC Salaries Cemetery Salaries	£6,579.13 £2,047.55 £322.86 £1,790.59			£10,740.13	D/D
<b>TOTALS</b>							<b>£10,740.13</b>	

..... Chairman

..... Deputy Chairman

31 January 2024

## **Rothbury Park Report from Greening Wymondham**

### **Request to Council 6 February 2024 to Confirm Appointment of the Project Manager**

#### Current Situation.

The current situation on major grant applications is that although there have not been any formal offers, we are engaged in discussions with officers from the Greater Norwich Growth Board, the Lottery Fund, the Norwich Freemans Charity and the Geoffrey Watling Charity. We are hopeful that there will be positive outcomes from these negotiations. However it is likely that, due to funding availability a start on site will be delayed to April 2025

#### Appointment of the Project Manager.

Only a very limited number of contractors are available for this work. Three quotations were sought for the work, on the advice of SNBC Officer Helen Sibley:

**Applicant 1 - £12,675.00**

**Applicant 2 - £18,200.00**

**Applicant 3** - The Applicant said that he could not do the Project Management but could quote for the work on site. I have retained his name as an interested party and will pass it to the Project Manager

Both respondents would perform the tasks well. I have no hesitation in recommending approval of the lowest Quotation.

#### Request to Start Work with the Project Manager

We would like to get the Project Manager in place, to make a start on working up the proposals, finalise specifications in more detail and obtain quotations for the work. The Applicant is able to start work as soon as his appointment is confirmed and has requested an early drawdown of £3,500 for his time, and employing a specialist consultant to produce drawings to accompany the specifications. He can then start to obtain estimated costs for the hard surfaced path and associated works and advice and quotations for the play equipment.

We urge early confirmation of this appointment. Obtaining more accurate prices for the work will show Funders that the Council believes in the proposals for the Park and is prepared to act proactively.

We therefore request that the Town Council agree to:

1. Confirm the appointment of Applicant 1 to Project Manage the work as detailed, in their quotation and Project Management Plan dated 26 January 2024 for the total sum of £12,675.00
2. Authorising a drawdown of up to £3,500.00 for preliminary work.

Ann Rostron for Greening Wymondham



**Motion Regarding the Use of Pesticides**

Pesticides are used by local councils in public spaces, e.g. to kill weeds in parks, in playgrounds, and in cemeteries.

However, pesticides do pose a risk to biodiversity and to human health, particularly to children. Furthermore, local councils are now seeking to safeguard biodiversity in our public spaces.

For these reasons, the Pesticide Action Network UK has been working with local councils across the country to reduce and even to eliminate the use of pesticides in our towns and in our cities.

For additional information, please use the web link given below:

[https://issuu.com/pan-uk/docs/pft\\_a\\_toolkit\\_for\\_local\\_authorities](https://issuu.com/pan-uk/docs/pft_a_toolkit_for_local_authorities)

We propose that Wymondham Town Council first conducts an audit of its use of pesticides, to find out how much, what type, and where these are being used at present.

Then we propose that, where there are viable alternatives to pesticides available, that we choose them instead.

Proposer: Cllr. Perry

Seconder: Cllr. Rosen