## WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND -NOTICE IS HEREBY GIVEN THAT A MEETING OF THE TOWN COUNCIL is to be held on Tuesday 3<sup>rd</sup> December 2024 at **7.00** pm in the Council Offices.

## AGENDA

	Chairman to ask if anyone wishes to record proceedings and if so to	
	remind those present that a set of guidelines have been adopted by the	
	Council.	
1	Apologies for absences	
2	Declarations of Interest	Α
3	To resolve that the minutes of the Council meeting held on 5 <sup>th</sup> November 2024 are a correct record.	В
4	To receive an update about progress of items from the last meeting of the Council on 5 <sup>th</sup> November 2024 / previous meetings.  • Youth Council – Verbal update – Cllr. Nuri-Nixon	
5	To note the minutes of the Leisure Environment Enterprise & Tourism Committee meeting held on 19th November 2024.	С
6	To note schedule of proposed meeting dates – 2025.	D
7	To confirm payment of monthly creditors – November 2024.	E
8	To note Mayors Engagements	F
9	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.	
10	To authorise issue of Barclays Bank Debit Card to Laura Trabucco (Clerk & RFO) and to update Barclays Bank Mandate.	
11	To authorise the Mayor and Deputy Mayor to sign on behalf of the Council a deed of Covenant release in accordance with Standing Order 23 re land at Ayton Road to allow for the building of a fibre telecommunications exchange	
12	To establish an Allotments Working Group – Cllr. J Barrett	G
13	Reports from County / District Councillors	
14	Reports from representatives on outside committees	
15	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.	
16	To Consider a request for land by Wymondham Community Outreach	н

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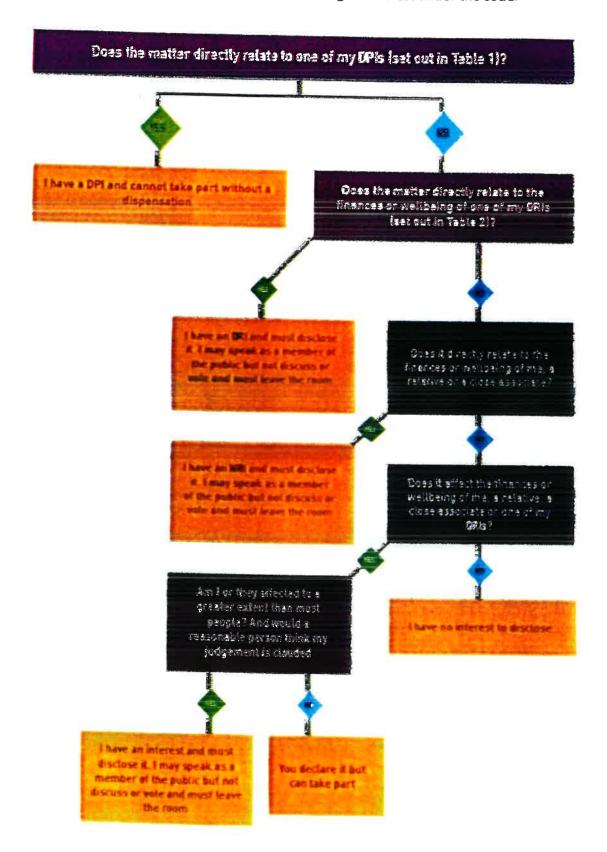
26<sup>th</sup> November 2024 Trevor Gurney (Town Clerk) Council Offices Ketts Park

Harts Farm Road Wymondham

NR18 OUT

## 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

Beevant Automores Discrean e Parish an interests Ren, at his 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.

<sup>\* &#</sup>x27;director' includes a member of the committee of management of an industrial and provident society.

## Table 2: Other Registrable Interests

You must register as an Other Registerable Interest:

- 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
  - (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

<sup>\* &#</sup>x27;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

## WYMONDHAM TOWN COUNCIL

## MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 5<sup>th</sup> November 2024 in the Council Offices at 7.00 pm.

## **Councillors Present**

S Nuri-Nixon	J Fulcher	A James	
A Perry	L Nixon	P Barrett	
R Frosdick	J Batley	P Broome	
S Witt	D Roberts	J Barrett	
M Rosen			

Member(s) of the Public: 0 Cllr. Hurn – South Norfolk Council Councillor Nuri-Nixon in the Chair

144/24	APOLOGIES FOR ABSENCE: Cllr. Doheny.
145/24	DECLARATIONS OF INTEREST: None.
146/24	MINUTES OF MEETINGS Upon the proposition of Cllr. Fulcher and seconded by Cllr. Nixon the minutes of the meeting held on 1st October 2024 were unanimously approved as a correct record.
147/24	<ul> <li>PROGRESS UPDATES:</li> <li>Upon the proposition of Cllr. J Barrett and seconded by Cllr. P Barrett the appointment of Laura Trabucco as Clerk to the Council and Responsible Financial Officer with effect from 1<sup>st</sup> December 2024 was unanimously ratified.</li> <li>The notes of the Browick Road Recreation Ground Working Group Teams meetings held on 30<sup>th</sup> September 2024 and 24<sup>th</sup> October 2024 were noted and upon the proposition of Cllr. James and seconded by Cllr. Broome and the recommendations therein were unanimously ratified.</li> <li>Youth Council – an update will be given at a next meeting.</li> </ul>
148/24	SUNDRY CREDITORS Upon the proposition of Cllr. Fulcher and seconded by Cllr. P Barrett it was resolved to pay accounts for October 2024, as per the submitted list in the sum of £76,375.71 together with debit card payments totalling £1,522.72  In compliance with financial regulations the Clerk tabled a list of salaries paid from the account to the sum of £13,870.63
149/24	PUBLIC PARTICIPATION: None

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150/24	REPORTS FROM COUNTY / DISTRICT COUNCILLORS
	Norfolk County Council: None.
	South Norfolk Council:
,	Cllr. Hurn gave a general update on South Norfolk matters and mentioned that:
	The 2025 Business Awards nominations are now open.
	Public Realm received 1,250 responses from the consultation survey.
	His Members Ward Grant Fund available to spend is £300 on projects and
ľ	community groups.
	NWL traffic mitigation measures.
	Cllr. Roberts – Norfolk Rail Group
	The next meeting is in March.
	Cllr. Rosen
	District Cllrs are now able to attend meetings with enforcement teams.
	Working with landlords on living conditions.
	Budget discussion and local government impact on resident.
151/24	REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:
,	Clir P Barrett – Greening Wymondham
	November Apple Day with residents – sharing local apples.
	The recent testing at the River Tiffey showed a high number of e-coli
	results. Thanks were expressed to the grant received that helped buying
	the testing kit.
	Lizzard Trust having an open day
	Cllr Perry – North Wymondham Community Centre
	Successful 50 <sup>th</sup> Celebration.
4	Cllr. Perry – Public Realm SNC Working Group
	Draft report on consultation is being finalised and should become
	available at the end of the month.
152/24	EXCLUSION OF THE PRESS & PUBLIC On the proposition of Cllr. James and
,	seconded by Cllr. Roberts 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.
153/24	CIVIC AWARD Upon the proposition of Cllr. Nuri-Nixon and seconded by Cllr.
133/24	Nixon it was unanimously agreed to present an award to Fred Squires in
	recognition of his community work and in particular with the Royal British Legion.
154/24	PUDGET 2025/2025 Have the survey state of City I B
154/24	BUDGET 2025/2026 Upon the proposition of Cllr. J Barrett and seconded by Cllr. Rosen it was agreed that no fees would be charged to allotment holders as the
	Council will not be charged rent by Anglian Water. A general discussion re the
	allotments then took place.

155/24

<u>Ketts Park</u> Upon the proposition of Cllr. Nuri-Nixon and seconded by Cllr. Roberts it was resolved to appoint a panel consisting of Cllr. Broome, P Barrett and Witt to consider a request by South Norfolk Council to re-negotiate the existing lease.

## [The meeting closed at 20.06 pm]

<u>DATED</u>	this	day o	f2024
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SIGNED .....(Chairman)

2	OT GIAN	WYMO	WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS SERVICES	REDITORS	EXDEND	ANA! VEIS	TAW	THIOMA	DAVERIT	
163	Ahhavoata	Firel Account	2 F Maintenance	30	$\perp$	7D 47	0.64		PACS	70 04 0
5 6	164 Riffa Wasta Sarvices Limited	Wheeled Bin Acount	Council Refuse		128 BA	t in	95.72	00.60	2000	9.10.24
1		Wheeled Rin Acount	Camatary Refuse	1	127.69		25.73	307 50	PACE	0 40 04
165	Anolian Water Business (National) Ltd	Water 1, 7, 24-30, 9, 24	Est - Water	L	20.74	118 52	000	118 52	BACS	9.10.24
19	166 Ernest Doe & Sons	Bleach, screwdriver key bit set, jumbo roll	L & E Maintenance		65.66		13.13	700		20.0
L		6 No. blades	L & E Equipment maintenance		249.48		49.90	378.17	BACS	9.10.24
19	167 Anglian Water Business (National) Ltd	11.4.24-10.10.24	Markets Water	4550		36.81	7.36	44.17	BACS	14 10 24
16	168 The CDS Group	New Cemetery - Envirocheck	Est - Miscellaneous	4090		1,540.00	308.00	1,848.00	BACS	22 10 24
169	9 Reed Commercial Services Ltd	Daily cleaning of public toilets - October	Public toilets	4300		1,144.58	228.92	1,373.50		
17	170 Wymondham Tyre Services Ltd	Tyre fitted & balanced, inner tubes	L & E Maintenance	6130		123.00	24.60	147.60		
17	171 Viking Payments	3 boxes refuse sacks	L & E Maintenance	6130		124.47	24.89	149.36		
172	2 Farmbits Direct Limited	Fence posts, steel wire	Allotments	4600		92.66	18.53	111,19		
17	173 Alan R Cross & Son	Installation of an EV charge point	Est - Miscelianeous	4090		1,784.00	356.80	2,140.80		
17.	174 HMRC	PAYEMIC	PAYE/NIC	4000		4,720,67	0.00	4,720.67		
17	175 Narfolk Pension Fund	Pensions	Pensions	4000		5,178.50	0.00	5,178.50		
17	176 Mrs S Hurn	Cleaning of Council Offices	Est - Cleaning	4050		119.25	00.00	119.25		
17	177 South Norfolk Council	Central Ward By Election (Central - 4.7.24)	Est - Miscellaneous	4090		6,046.03	0.00	6,046.03		
17	South Norfolk Council	Town Co-ordinator cost 1.4.24 - 30.9.24	TIC - Tourism Development	8200		15,240.66	3,048.13	18,288.79		
179	Mr Overalls Limited	Work boots size 9 (JT)	Est - Health & Safety			56.95	11.39	68.34		
180	Wymondham Garden Centre		L & E Brighter Wymondham		270.29		54.07			
		Plants for War Memorial	L & E Brighter Wymondham		179.55		35.91	539.82		
181	1 Wymondham Heritage Society	Books to sell in TIC	TIC Purchases	8050		35.28	0.00	35.28		
18.	182 National Association of Local Councils	Advertisement on NALC website & Social Media	Est - Miscellaneous			300.00	60.00	360.00		
18	183 Hays Recruitment	Temporary Ground staff	Salaries and wages	4005 7,7	7,107.78		1,421,56			
Ц		Temporary Ground staff	L & E Brighter Wymondham	6160 2,0	2,059.11		411.83	11,000.28		
4	184   Yellow Publications Ltd	Around & About Wymondham and the Tiffey Valley	TIC Purchases	8050		59.40	00.00	59.40		
186	185 Jewson	Evo-stick adhesive	L & E Maintenance	6130		13.16	2.63	15.79		
- 00	186 Netmatters	Annual 2024 Domain Registration wymondhamtowncouncil.org	Admin Print/Stationery	4310		28.75	5.75	34.50		
187	7 Glasdon UK Limited	2 No. waste bins, 2 No. dog bins	L & E Maintenance	6130		564.64	112.93	677.57		
18	188 Bittern Books	6 No. Goldeneye Norfolk: Cycling Country Lanes	TIC - Purchases	8050		33.84	0.00	33.84		
18	189 Broadland Tree Services	Remove 2 Pine trees in the Cemetery	Cemetery Maintenance	4440		1,220.00	244.00	1,464.00		
19	190 REAL Consulting LLP	Project Management & Quality Surveying Services - Browick	Est - Miscellaneous	4090		1,000.00	200.00	1,200.00		
19	191 Mitchell Building Services Ltd	Repairs to fencing at Kings Head Meadow	L & E Maintenance	6130	323.62		64.72			
		Repairs to wall - QE Memorial Garden	L & E Maintenance	6130 1,2	1,269.00		253.80	1,911.14		
19,	192 Great Melton Farms	Supply and deliver 1 No. large cut Nordmann Fir tree	Est - Christmas lights	4120		292.50	58.50	351.00		
19	193 T/a Commercial & Industrial Cleaning Supplies Ltd	Toilet rolls, urinal blocks, bars of soap	Public toilets	4300		330.58	66.12	396.70		
19	194 RBL Poppy Appeal	1 No. Poppy wreath	Est - Miscellaneous	4090		50.00	0.00	20.00		
				11,7	11,780.81	40,303.72	7,144.35	59,228.88		
	DIRECT DEBITS									
	SNC	Non-Domestic Rates	Non-domestic Rates & Council Tax			16,188.00	00.0	16,188.00		15.10.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		128.19	25.64	153.83		7.10.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		115.70	23.14	138.84		14.10.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		36.68	7.34	44,02		21.10.24
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/Stationery	4310		99.00	19.80	118.80		16.10.24
	Valda Energy Limited	8.10.24-8.11.24	L & E Electric - Browick	6040		9.17	0.46	9.63		27 10 24
	Valda Energy Limited	Elec 20.9.24-20.10.24	Est - Electricity	4040		274.83	13.74	288.57		9.10.24
		Mobile telephones	Admin-telephone	4320		28.00	2.60	33.60		4.10.24
	Name of the contract of the co	Tolombrono and internal	Administrations	4350		100 10	20.02	120.12		4 10 24
	Arguar memer	Taribus Pro Biolidas		1	11 780 81		7 768 66	78 375 71		1.00.1
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Deputy Chairman

31st October 2023

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CHEC	D/D	
EXPEND ANALYSIS VAT AMOUNT CHEQUE	£13,870.63	£0.00 £13,870.63
VAT		£0.00
ANALYSIS		
EXPEND	£9,091.48 £2,121.69 £1,907.56 £749.90	
SERVICES	Admin Salaries Estab Salaries Cemetery Salaries TIC Salaries	
DESCRIPTION	Salaries - October	IOIALS
PAID TO	Barclays Payflow	
No	7 Bar	

TOTALS 0.00 £13,870.63

Chairman

31st October 2024

Deputy Chairman

Debit card payments

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UCIUBER 2024	1 2024							
DATE	PAID TO	DESCRIPTION	SERVICES	N/C Ex	Expend	ANALYSIS	VAT	<b>AMOUNT</b>
4.10.24	Morrisons	Kitchen Suppplies	Est - Miscellaneous	4090		18.70	00.0	18.70
7.10.24	7.10.24 Screwfix	Kneeling Mat - Cemetery	Cemetery Maintenance	4440		6.65	1.33	7.98
9.10.24	9.10.24 Amazon	Dashcam - van	Est - van maintenance	4155		29.99	00.0	29.99
14.10.24	14.10.24   Capricorn Coating	10 No. school bar badges	Est - Miscellaneous	4090		58.20	11.70	06.69
17.10.24	17.10.24 Fire and Safety Centre	Flammable Liquid Storage cabinet	Cemetery Maintenance	4440		201.07	40.21	241.28
20.10.24	20.10.24 Intuit Mailchimp	Assist for Mailchimp	TIC - Tourism Development	8200		34.86	6.97	41.83
23.10.24	23.10.24 Amazon	2 No. Secure Marker pens	Est - Miscellaneous	4090		11.99	00.00	11.99
25.10.24	25.10.24 Morrisons	Mop & Bucket, toilet brush (Maintenance rest room)	Est - Miscellaneous	4090		17.00	00.00	17.00
29.10.24	29.10.24   Morrisons	Kitchen Suppplies	Est - Miscellaneous	4090		2.80	00.00	2.80
30.10.24	30.10.24 Impact Throphies	Civic Award glass bowl	Est - Civic Events	4085		94.19	18.84	113.03
			TOTAL			475.45	79.05	554.50

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Deputy Chair

31st October 2024

## SEPTEMBER 2024

4 9 25   Morri	PAID TO	DESCRIPTION	SERVICES	N/C Ex	Expend	ANALYSIS	VAT	<b>AMOUNT</b>
	Morrisons	Kitchen Supplies	Est - Miscellaneous	4090		9.45	00.0	9.45
5.9.24 Morrisons	sons	Cleaning materials	Est - Miscellaneous	4090		7.80	00.0	7.80
5.9.24 St Joh	5.9.24 St Johns Ambulance 3 No. bleed kits	3 No. bleed kits	Est - Miscellaneous	4090		165.00	33.00	198.00
10.9.24 Toolstation		Paint brush, pipe joint	Cemetery Maintenance	4440		12.38	2.48	14.86
20.9.24 Amazon	zon	Car seat cover - van	Est - van maintenance	4155		21.99	00.00	21.99
20.9.24   Carmats4u.com		Car mats - van	Est - van maintenance	4155		35.00	6.33	37.99
23.9.24 Morrisons		Kitchen Supplies	Est - Miscellaneous	4090		4.45	00.00	4.45
			TOTAL			256.07	41.81	294.54

Chulle. Chair

30th September 2024

Deputy Chair

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DATE	PAID TO	DESCRIPTION	SERVICES	N/C	Expend	ANALYSIS	VAT	AMOUNT
1.8.24	Ebay	Toilet Seat fittings	Public toilets	4300		3.50	00.0	3.50
1.8.24	Plumbinbits	Toilets Seat	Public toilets	4300		36.67	7.33	44.00
3.8.24	The Range	2 No. photo frames	Est - Miscellaneous	4090		12.98	00.0	12.98
7.8.24	Papermilldirect	Ivory paper A 3	Est - Miscellaneous	4090		5.89	1.18	7.07
8.8.24	Toolstation	Tile adhesive, white spirit	Cemetery Maintenance	4440		16.27	3.25	19.53
12.8.24	Morrisons	Kitchen supplies	Est - Miscellaneous	4090		5.48	00.0	5.48
14.8.24	Morrisons	Kettle - Cemetery staff	Est - Miscellaneous	4090		6.80	00.00	6.80
16.8.24	Toolstation	Tile adhesive	Cemetery Maintenance	4440		15.17	3.03	18.20
23.8.24	Toolstation	Adhesive, D/S tape	Cemetery Maintenance	4440		18.69	3.74	22.43
23.8.24	Signmatic	2 No. Magnetic signs	Est - van maintenance	4155		89.02	17.80	106.82
28.8.24	Morrisons	Cleaning equipment	Est - Miscellaneous	4090		9.92	0.00	9.92
29.8.24	Asda	Vacuum	TIC purchases	8020	30.00		0.00	
		Microwave - cemetery	Est - Miscellaneous	4090	49.00		0.00	79.00
29.8.24	Toolstation	2 No. Smoke/carbon monoxide alarms	Cemetery Maintenance	4440		64.98	13.00	77.98
			TOTAL		79.00	285.37	49.33	413.71

Deputy Chair

31st August 2024

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DATE	PAID TO	DESCRIPTION	SERVICES	N/C	Expend	Expend ANALYSIS	VAT	VAT AMOUNT
3.7.24 Ebay	Ebay	6 No. Union Flags	Est - Miscellaneous	4090		\$21.06	00.03	£21.06
4.7.24	4.7.24 Toolstation	Drain unblocker & Odour control	Public toilets	4300		£20.81	£4.16	£24.97
12.7.24	12.7.24 Morrisons	Refreshments SNC Public Realm meeting	Est - Miscellaneous	4090		£4.63	80.00	£4.63
19.7.24	19.7.24 Screwfix	Water Heater	Public toilets	4300		£114.99 £23.00 £137.99	£23.00	£137.99
25.7.24	25.7.24 Morrisons	Cleaning materials (cemetery)	Est - Miscellaneous	4090		£11.80	00.03	£11.80
29.7.24	29.7.24 Waitrose	Leaving present NPT - TIC	Est - Miscellaneous	4090		£24.30	00.0 <del>3</del>	£24.30
			TOTAL			£197.59 £27.16 £224.75	£27.16	£224.75

Deputy Chair

31st July 2024

Debit Card payments JUNE 2024

1011101								
DATE	PAID TO	DESCRIPTION	SERVICES	N/C	Expend	ANALYSIS	VAT	VAT AMOUNT
26.6.24	Ebay	Padlock	Cemetery Maintenance	4430		21.95	00.0	21.95
27.6.24	Morrisons	Kitchen supplies	Kitchen Supplies	4090		13.27	00.0	13.27
			TOTAL			35.22	0.00	35.22

Chair

...... Deputy Chair

30th June 2024

## WYMONDHAM TOWN COUNCIL

MINUTES OF A MEETING OF THE LEISURE, ENVIRONMENT, ENTERPRISE AND TOURISM COMMITTEE held on Tuesday 19<sup>th</sup> November 2024 in the Council Offices commencing at 6.00 pm

## Present:

Cllrs	A James (Chair)
	L Nixon
	M Batley
	M Rosen (Substitute for L Doheny)
	S Nuri-Nixon

## Also Present:

2 member(s) of the public C Pharoah – SNC – Town Co-ordinator Cllr. Fulcher

	Cllr. Fulcher
LE29/24	APOLOGIES FOR ABSENCE – Cllr. Doheny
LE30/24	DECLARATIONS OF INTEREST – None.
LE31/24	MINUTES OF MEETING Upon the proposition of Cllr. Nixon and seconded by Cllr. Nuri-Nixon it was unanimously resolved to approve the minutes of the Leisure, Environment, Enterprise & Tourism Committee meeting held on 16 <sup>th</sup> July 2024 as a correct record.
LE32/24	PROGRESS UPDATES - None.
LE33/24	Representative of Greening Wymondham read out statement about the effects of climate change and that they were pleased that a biodiversity report on the various sites owned/managed by the Council had been prepared. Further work they thought was necessary was then outlined and the need to liaise with local groups such as Greening Wymondham was stressed.  Local resident suggested that the Council should use emoji's in its minutes/reports.
LE34/24	<u>PLAY EQUIPMENT</u> Report by the Deputy Clerk was discussed and it was noted that the equipment will shortly be cleaned by the Council's grounds staff following which the appropriate pieces will be repainted.
LE35/24	BIO- DIVERSITY Cllr. James introduced the report that had been prepared outlining possible work that could be carried out to improve bio-diversity at various council owned/managed sites. It was then stressed that this was the second phases of the work and that the third phase would be discussions with interested parties such as Green Wymondham and sustainable Wymondham. Councillors commented that it was good to see this work progressing.

LE36/24	TOWN CO-ORDINATOR report on progress to date was noted and the Town Co-ordinator commended on her work and the benefits to the Town. It was confirmed that the Christmas Elf trail now had over 30 shops were taking part and the originally planned two days event had now been extended from the beginning of December to Christmas Eve.
LE37/24	EXCLUSION PRESS & PUBLIC
	On the proposition of Cllr. Nixon and seconded by Cllr Nuri-Nixon 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.
LE38/24	BUDGET 2025/26 Clerk presented the draft for discussion and submission to
	the Finance & General Purposes Committee for incorporation into the Council
	budget for the 2025/26 financial year. After further discussion during which a
	number of questions were answered upon the resolution of Clir. Nixon and
	seconded by Cllr. Rosen it was resolved to recommend a proposed budget of
	£177,297 to the Finance & General Purposes Committee.

[The meeting closed at 18.40 pm]

## WYMONDHAM TOWN COUNCIL PROPOSED MEETING DATES FOR 2025

MONTH		MEETING		MEETING
January	7	Planning Lighting & Highways Town Council	21 21	Planning Lighting & Highways Leisure Environment Enterprise & Tourism Committee
February	4 4	Planning Lighting & Highways Town Council	18 18	Planning Lighting & Highways Finance & General Purposes
March	4	Planning Lighting & Highways Town Council	18 18	Planning Lighting & Highways Leisure Environment Enterprise & Tourism Committee
April	1	Planning Lighting & Highways Town Council	15 15 22	Planning Lighting & Highways Finance & General Purposes Annual Parish Meeting*
May	<b>6</b> 6	Planning Lighting & Highways Town Council (AGM)**	20 20 <b>22</b>	Planning Lighting & Highways Leisure Environment Enterprise & Tourism Committee Finance & General Purposes
June	3	Planning Lighting & Highways Town Council	17 17	Planning Lighting & Highways Finance & General Purposes
July	1	Planning Lighting & Highways Town Council	15 15	Planning Lighting & Highways Leisure Environment Enterprise & Tourism Committee
August	5 5	Planning Lighting & Highways Town Council	19 19	Planning Lighting & Highways Finance & General Purposes
September	2 2	Planning Lighting & Highways Town Council	16 16	Planning Lighting & Highways Leisure Environment Enterprise & Tourism Committee
October	7 7	Planning Lighting & Highways Town Council	21 21	Planning Lighting & Highways Finance & General Purposes
November	4	Planning Lighting & Highways Town Council	18 18	Planning Lighting & Highways Leisure Environment Enterprise & Tourism Committee
December	2 2	Planning Lighting & Highways Town Council	16 16	Planning Lighting & Highways Finance & General Purposes

**Town Council Offices** 

25-31 Dec inclusive 2025 & 1st Jan 2026

closed

Bank Holidays: 1st January, 18th April & 21st April, 5th & 26th May,

& 25th August 2025

<sup>\*</sup>Meeting of parish electorate

<sup>\*\*</sup> Election of Mayor, Deputy Mayor & Committees

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		IN LAA	ONDHAM TOWN COUNCIL MONTHLY CREDITORS	CKEDITOR	CAPTAIN	ANIAI VOIC	TAN	TIMITOTAL	DAVAGENT	F
ŝ	PAID TO	DESCRIPTION	SERVICES	2	EAFEND	ANALTOIS	AA	AMOON	PATMEN	_
195	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130		102.37	19.87	122.24	BACS	8.11.24
196	Biffa Waste Services Limited	Wheeled Bin Account	Council Refuse	4520	157.55		31.51			
		Wheeled Bin Account	Cemetery Refuse	4420	156.35		31.27	376.68	BACS	8 11 24
197	Ernest Doe & Sons Ltd	Repairs to tractor	L & E Equipment maintenance	6140	427.81		85,56			
		1 No. yellow waterproof jacket, 2 pairs work trousers	Est - Health & Safety	4195	54.47		10.90			
		Chain, nylon line, discs, steel nuts, washers, knife	L & E Maintenance	6130	179.20		35.85	793.79	BACS	8.11.24
198	EDF	1.10.24-31.10.24	TIC - Electricity	8040		49.97	2,49	52.46	BACS	8,11,24
199	Wymondham Community Bookshop	Hire of room for TIC	Est - Miscellaneous	4090		240.00	0.00	240.00	BACS	8.11.24
200	E.ON Next Energy	14.12.2022-4.10.2024	Cemetery Electricity	4450		1,019.71	50.99	1,070.70	BACS	20.11.24
201	Reed Commercial Services Ltd	Daily cleaning of public toilets - November	Public toilets	4300		1,144.58	228.92	1,373.50		
202	Wymondham Tyre Services Ltd	Puncture repair	L & E Maintenance	6130		20.00	4.00	24.00		
203	HMRC	PAYE/NIC	PAYE/NIC	4000		6,923.26	00:00	6,923.26		
204	Norfolk Pension Fund	Pensions	Pensions	4000		6,568.98	0.00	6,568.98		
205	C C Clements & Sons	2 No. keys cut, battery, threadlock	L & E Maintenance	6130		13.91	2.78	16.69		
206	Mrs S Hum	Cleaning of Council Offices	Est - Cleaning	4050		119.25	00.00	119.25		
207	Stannah Lift Services Limited	Premium contract 10.8.24-9.11.24	Est - Miscellaneous	4090		173.87	34.77	208.64		
208	Havs Recruitment	Temporary Ground staff	Salaries and wages	4005	6,290.00		1,258.00			
		Temporary Ground staff	L & E Brighter Wymondham	6160	464.40		92.88	8,105.28		
506	Red Dune Ltd	Add Mailchimp to website	TIC - Tourism Development	8200		120.00	24.00	144.00		
240	Norfolk County Council	NP Law charges	Est - Legal	4115		239.25	47.85	287.10		
211	Rentokil Initial Ltd	Service contract - sanitary unit	Est - Miscellaneous	4090		197.84	39.57	237.41		
212	Analian Internet	Computer repair, data transfer and onsite installation	Est - Office equipment repairs	4100	850.00		170.00			
		2 No. wireless keyboards	Est - Office equipment repairs	4100	41.66		8.34	1,070.00		
213	Craig Jenkins (One Man & his Wood)	Seed library - making & Delivery Nth Wym Comm Centre	Est - Miscellaneous	4090		125.00	00.00	125.00		
214	Land Survey Solutions Limited	Topographical Survey - Browick Recreation ground	Est - Miscellaneous	4090		2,250.00	450.00	2,700.00		
					8,621.44	19,307.99	2,629.55	30,558.98		
	DIRECT DEBITS									
	PWLB	Half yearly payment	PWLB - repayments	6310		35,972.36	0.00	35,972.36		18.11.24
	Silvev Fleet	Fuel Account	L & E Maintenance	6130		173.56	34.71	208.27		4.11.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		153.82	30.76	184.58		11.11.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		74.82	14.96	89.78		25.11.24
	Sage UK I td	Sage 50c Accounts Essential	Admin Print/Stationery	4310		99.00	19.80	118.80		18.11.24
	Valda Energy I imited	8.11.24-8.12.24	L & E Electric - Browick	6040		8.88	0.44	9.35		27.11.24
	Valda Foerov Limited	20.10.24-20.11.24	Est - Electricity	4040		525.71	105.14	630.85		8.11.24
	E	Groundsmans telephone	Admin-telephone	4320		28.00	9.60	33.60		4.11.24
	BT	Lift Line	Admin/telephone	4320		42.85	8.57	51.42		18.11.24
	Analian Internet	Telephone and internet	Admin - telephone	4320		101.64	20.33	121.97		6.11.24
					8.621.44	56.488.63	2.869.86	67.979.93		

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...... Deputy Chairman

30th November 2024

# WYMONDHAM TOWN COUNCIL SALARIES

	T CHEQUE		28 D/D	28
	AMOUN		17,568.58 D/D	17,568.58
	VAT			
	EXPEND ANALYSIS VAT AMOUNT CHEQUE			
	EXPEND	10,984.92 2,686.75 2,415.32	1,481.59	
	SERVICES	Admin Salaries Estab Salaries Cemetery Salaries	TIC Salaries	
1	DESCRIPTION	Salaries - November		TOTALS
	PAID TO	8 Barclays Payflow		
	2	ж Ж		

..... Deputy Chairman

30th November 2024

Debit card payments NOVEMBER 2024

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DATE P	PAID TO	DESCRIPTION	SERVICES	N/C	Expend	ANALYSIS	VAT	AMOUNT
01/11/2024 Screwfix	crewfix	Titan bench grinder	L & E Maintenance	6130		41.66	8.33	49.99
04/11/2024 N	04/11/2024 Norfolk County Council	Road Closure Order	Est - Miscellaneous	4090		45.00	0.00	45.00
05/11/2024 Post Office	ost Office	Stamps - allotments	Allotments	4600		165.00	0.00	165.00
12/11/2024 Yi	12/11/2024 Yum Yums Sweet Shop	Sweets for Elf Trail	TIC - Tourism Development	8200		40.00	0.00	40.00
13/11/2024 Screwfix	crewfix	PTFE tape, outside tape	L & E Maintenance	6130		7.28	1.46	8.74
14/11/2024 Morrisons	lorrisons	Refreshments - Scouts visit	Est - Miscellaneous	4090		14.65	0.00	14.65
21/11/2024 In	21/11/2024 Intuit Mailchimp	Assist for Mailchimp	TIC - Tourism Development	8200		35.87	7.17	43.04
20/11/2024 Amazon	mazon	Rapesco supactips	Admin/Print stationery	4310		11.02	0.00	11.02
21/11/2024 A C Leigh	C Leigh	Facility Indicator bolt	Public Toilets	4300		24.19	4.84	29.03
21/11/2024 C	21/11/2024 Cut Price Wholesaler	60 toy elves with hat	TIC - Tourism Development	8200		146.79	29.36	176.15
25/11/2024 Si	25/11/2024 Safety Signs 4 Less	Beware pedestrians crossing	TIC - Tourism Development	8200		32.50	6.50	39.00
25/11/2024 Si	25/11/2024 Safety Signs 4 Less	Beware Moving Vehicles	TIC - Tourism Development	8200		32.50	6.50	39.00
25/11/2024 Post Office	ost Office	Signed for letter	Admin - Postage	4320		3.35	0.00	3.35
			TOTAL			599.81	64.16	663.97

Deputy Chair
Chair
)

30th November 2024

## Mayor Engagements (October/November 2024)

## 7-9th October

Spoke at Wymondham High School assemblies to promote Youth Council

## 18th October

Visit to Windmill House to meet elders and talk about local government

## 2<sup>nd</sup> November

Judging and awarding prizes for Wymondham Scarycrow competition

## 8<sup>th</sup> November

Unveiling of Letters to Heaven post box at Wymondham Cemetery

## 10<sup>th</sup> November

- 1. Unveiling of Remembrance bench at Ex-Services Club
- 2. Remembrance Day Parade

## 13<sup>th</sup> November

Visit of Cub Scouts to Wymondham Town Council Offices

## 14th November

- 1. Met the first members of the Wymondham Youth Council
- 2. Attended charity concert at Wymondham Abbey organised by South Norfolk Council

## 20<sup>th</sup> November

Visit to the Girl Guides and Rangers to talk about Parliament Week

## 22<sup>nd</sup> November

First meeting of the Youth Council at Wymondham High School

## 1<sup>st</sup> December

Attended Wymondham Christmas event

Proposer: Cllr J Barrett Seconder: Cllr P Barrett



## **Allotment Working Group**

Wymondham Town Council resolves that it will form a Working Group, as per Standing Orders, for the purpose of addressing the Wymondham Allotment Crisis. The Working Group is to be termed the Allotment Working Group (AWG).