

**WYMONDHAM TOWN COUNCIL**  
 MINUTES OF A TOWN COUNCIL  
 MEETING HELD ON TUESDAY 5<sup>th</sup> March 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: 45  
 Cllr. Savage (NCC & SNC)  
 Cllrs Hurn & McConnell (SNC)  
Councillor Nuri-Nixon in the Chair

028/24	<u>APOLOGIES FOR ABSENCE</u> – None.
029/24	<u>DECLARATIONS OF INTEREST:</u> Councillors lobbied by residents in respect of agenda item 8 – Public Realm Project.
030/24	<p><u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Roberts and seconded by Cllr. Nixon the minutes of the meeting held on 6<sup>th</sup> February 2024 were unanimously approved as a correct record.</p> <p>Cllr. J Barrett requested the following addition to minute 024/24</p> <p>In the spirit of openness, as per the Nolan Principles, I must seek a correction to the minutes. After experiencing Cllr Holden’s behaviour, I suffered from a serious dissociative flashback, which necessitated me to temporarily withdraw from the meeting while Cllr Roberts presented his work on the Emergency Plan. This was a psychiatric emergency, and the record should reflect the reality facing disabled Councillors when their health conditions are aggravated by the improper actions of others.</p>
031/24	<p><u>PROGRESS UPDATES:</u></p> <p><u>COUNCILS BUILDINGS, HEALTH &amp; SAFETY AND PERSONNEL WORKING GROUP</u> The notes of the meeting held on 16<sup>th</sup> February 2024 were noted. Upon the proposition of Cllr. Nixon and seconded by Cllr. James it was unanimously resolved to approve the decisions therein in respect of the Risk Assessment Action Plans and the proposed Deputy Clerk/Project Manager job description and person specification.</p> <p><u>Emergency Plan</u> Cllr. Roberts advised that this was still being worked and that it had been activated on 18<sup>th</sup> February when there was a River Tiffey flood warning.</p>

032/24	<p>FINANCE &amp; GENERAL PURPOSES COMMITTEE minutes of meeting held on 16<sup>th</sup> January 2024 were noted and upon the proposition of Cllr. Fulcher and seconded by Cllr. Perry it was resolved to approve the proposed Fees &amp; Charges for the 2024/25 financial year.</p>
033/24	<p><u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Frosdick and seconded by Cllr. Fulcher it was resolved to pay accounts for February 2024, as per the submitted list in the sum of £33,215.04.</p> <p>In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £10,649.69</p>
034/24	<p>PUBLIC PARTICIPATION</p> <ul style="list-style-type: none"> <li>• Representative of Greening Wymondham read out statement in support of agenda item 8 – Public Realm.</li> <li>• Cllr. McConnell (SNC) read out statement giving background information and supporting proposal in agenda item 8 – Public Realm.</li> <li>• A member of the public read out statement regards Sustainable Drainage Systems (SuDS).</li> <li>• A member of the public spoke in support of agenda item 8 – Public realm.</li> <li>• A representative of businesses in Town Green spoke in support of agenda item 9 – Parking review and handed in a petition.</li> <li>• Cllr. Hurn (SNC) spoke in support of agenda item 8 – Public Realm.</li> <li>• Cllr. Savage (NCC) read out statement in support of Agenda item 8 – Public Realm.</li> <li>• Cllr. P Barrett – read out statement on behalf of Wymondham Access Group requesting that they are considered when the steering group is set up – agenda item 8 – Public Realm.</li> </ul>
035/24	<p><u>PUBLIC REALM PROJECT</u> Cllr. Rosen introduced his proposal re the funding to be provided by the Town Council. A number of Councillors read out statements and following discussion upon the proposition of Cllr. Rosen and seconded by Cllr. Nixon it was unanimously resolved to:</p> <ol style="list-style-type: none"> <li>1. To agree £250,000 funding to be earmarked as a reserve for the town centre regeneration works so that discussions about the detail of works and the nature of the partnership can proceed and Wymondham can benefit from the full value of the sale of the former offices on Middleton Street.</li> </ol>

	<ol style="list-style-type: none"> <li>2. That this in principle agreement is conditional on South Norfolk District Council confirming in writing that the full proceeds of the sale of the former offices at 14 Middleton Street will be allocated to the town centre regeneration works spaces and that the £250,000 earmarked by Wymondham Town Council will be matched by a further sum of at least £250,000 from South Norfolk District Council to bring the total available close to the £1 million that was suggested would be available.</li> <li>3. That Finance &amp; General Purposes Committee will agree changes to the earmarked reserves to allow creation of the £250,000 reserve for the town centre regeneration works.</li> <li>4. That spending of the sum reserved for the town centre regeneration works is subject to agreement by the Town Council of the detail of works to be funded and the establishment of partnership arrangements that ensure the Town Council remains in control of how its contribution is spent.</li> </ol>
036/24	<p><u>TOWN GREEN</u> Discussion took place following a request from a local business to extend the on- street parking times in restricted bays. A number of Councillors spoke in support. Upon the proposition of Cllr. Batley and seconded by Cllr. James it was unanimously resolved that That the Clerk writes to the appropriate officers at South Norfolk Council (e.g. the Market Towns and Business Development Service Manager) and Norfolk County Council to request a review of the 30-minute time limit of the parking bays in the Middleton Street/Town Green area to consider extending it.</p>
037/24	<p><u>GRASS CUTTING DECK</u> Clerk presented paper and upon the resolution of Cllr. J Barrett and seconded by Cllr. Baker it was unanimously resolved to accept a quotation for £23,245 + VAT for the purchase of a Wessex RMX500 G Roller mower being the nett cost following the trade in the Councils existing cutting deck.</p>
038/24	<p><u>NEIGHBOURHOOD PLAN</u> Upon the proposition of Cllr. Roberts and seconded by Cllr. J Barrett it was unanimously resolved to transfer £1305.31 from the General Reserve to the Neighbourhood Plan Reserve to bring the balance to NIL.</p>
039/24	<p><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u></p> <p><u>Norfolk County Council</u> – None.</p> <p><u>South Norfolk Council</u></p> <p>Cllr. Roberts – Building material had been fly tipped and had been cleared away.</p>

040/24	<p><u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES</u></p> <p>Cllr. Perry – Toad watch had been successful.</p> <p>Cllr. Batley – Allotment Association AGM 13<sup>th</sup> March at 7.30pm</p>
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*[The meeting closed at 20.24 pm]*

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

SIGNED .....(Chairman)

DRAFT

WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS

No	PAID TO	DESCRIPTION	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	PAYMENT
285	Larking Gowen	Mid year audit testing			1,630.00	326.00	1,956.00	BACS 7.2.24
286	Biffa Waste Services	Wheeled Bin Account - December	4110			31.51		BACS
		Wheeled Bin Account - December	4520	157.55				
287	Ernest Doe & Sons Ltd	Repairs to Boomer and cutter	4420	156.35		31.27	376.68	BACS 7.2.24
		Bushes, brake part cleaner, blue nitrile, tarp, Swarfega	6140	1,525.19		305.02		
288	Nick Scrivens	Daily cleaning January less credit for New Years Day	6130	132.39		26.48	1,989.08	BACS 7.2.24
		Call out charge for vandalism 7.1.24	4300	60.00		205.60		
289	Wymondham Heritage Society	Various books	8050		54.80	12.00	1,305.60	BACS 7.2.24
290	Alan R Cross & Son	Installation of 2 no. Defibrillators	4090		531.00	0.00	54.80	BACS 7.2.24
291	Abbeygate Garages Ltd	Fuel Account	6130		117.30	106.20	637.20	BACS 7.2.24
292	EDF Energy	Elec 24.1.24-21.2.24	8040		243.75	23.46	140.76	BACS 13.2.24
293	T G Bodyshop	Engine mount for Citroen van	4155		116.88	48.75	292.50	BACS 26.2.24
294	Hays Recruitment	Temporary Ground staff	4000		2,087.97	23.38	140.26	BACS 7.3.24
295	Jewson Ltd	Quick change bar clamp, fine surface filler, self drilling screws	6130		65.14	417.60	2,505.57	BACS 7.3.24
296	HMRC	PAYE/NIC	4000		3,765.89	0.00	78.16	BACS 7.3.24
297	Norfolk Pension Fund	Pensions	4000		4,241.12	0.00	3,765.89	707403
298	Alan R Cross & Son	Attend to light behind Bridewell Museum and replace lamp	4090	152.68		30.54		
		Investigate problem with Market Cross uplighters	8120	154.14		30.83		
299	Viking Payments	Install heater in Groundstaff restroom	4180	508.00		101.60	977.79	BACS 7.3.24
		Copy stamp, selfotape, envelopes	4310	63.85		12.77		
		Postage stamps	4330	83.00		0.00		
		3 x box 100 black sacks	6130	118.47		23.69	301.78	BACS 7.3.24
300	Mrs S Hurn	Cleaning of Council Offices	4050		159.00	0.00	159.00	BACS 7.3.24
301	Stannah Lift Services Limited	Premium contract covering 10.11.23-9.2.23	4090		162.50	32.50	195.00	BACS 7.3.24
302	South Norfolk Council	Cost of Town Co-Ordinator Aug 23 - 31.12.23	4090		9,839.22	1,967.84	11,807.06	BACS 7.3.24
303	Glasdon UK Ltd	1 No. jubilee bin	6130		419.98	84.00	503.98	BACS 7.3.24
304	Anglia Internet	Remote support to update Sage accounts	4310		35.00	7.00	42.00	BACS 7.3.24
305	Westcootec Limited	Assessment charge re: SAM2 machine	4090		45.00	9.00	54.00	BACS 7.3.24
306	Hygiene Supplies Direct Limited	6 No. toilet roll holders	4300		233.70	46.74	280.44	BACS 7.3.24
				4,139.62	23,748.25	3,916.80	31,804.67	
		Direct debits						
		Fuel Account	6130		22.70	4.54	27.24	05.2.24
		Fuel Fleet	6130		44.27	8.85	53.12	19.2.24
		Sage 50c Accounts Essential	4310		96.00	19.20	115.20	16.2.24
		Telephone and internet	4320		99.70	19.94	119.64	07.2.24
		Electricity	4040		888.65	177.72	1,066.37	09.2.24
		Lift Line	4320		10.28	2.06	12.34	16.2.24
		Groundsmans telephone	4320		13.72	2.74	16.46	03.2.24
		<b>TOTALS</b>		4,139.62	24,923.57	4,151.85	33,215.04	

*S. James*

Deputy Chairman

*S. James*

Chairman

**WYMONDHAM TOWN COUNCIL SALARIES**

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
11	Barclays Payflow	Salaries - February	Admin Salaries	6,579.12				
			Estab Salaries	2,047.55				
			TIC Salaries	232.63				
			Cemetary Salaries	1790.39			10,649.69	D/D
<b>TOTALS</b>							<b>10,649.69</b>	

  
 ..... Chairman

  
 ..... Deputy Chairman

28th February 2024