

WYMONDHAM TOWN COUNCIL

MINUTES OF A TOWN COUNCIL

MEETING HELD ON TUESDAY 7th May 2024

in the Council Offices at 7.00 pm.

Councillors Present

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

Member(s) of the Public: 2

Norfolk County Councillor: R Savage

South Norfolk Councillor: K Hurn

Town Co-ordinator: C Pharoah (SNC)

Councillor Nuri-Nixon in the Chair

Cllr. Nuri-Nixon welcomed Peter Broome as a newly elected Councillor and advised of the resignation of Cllr. Todd Baker who she thanked for his work on the Council.

058/24	<p><u>ELECTION OF MAYOR & CHAIR OF THE COUNCIL</u></p> <p>Mayor S Nuri-Nixon called for nominations.</p> <p>Cllr. Nuri - Nixon was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. Roberts. No other nominations were received and Cllr. Nuri-Nixon was duly appointed.</p> <p>A declaration of acceptance of office has been signed.</p>
059/24	<p><u>ELECTION OF DEPUTY MAYOR & VICE CHAIR OF THE COUNCIL</u></p> <p>Cllr. Nuri-Nixon called for nominations.</p> <p>Cllr. Roberts was nominated upon the proposition of Cllr. Nixon and seconded by Cllr. J Barrett. No other nominations were received and Cllr. Roberts was duly appointed.</p> <p>A declaration of acceptance of office has been signed.</p>
060/24	<p><u>APOLOGIES FOR ABSENCE:</u> None.</p>
061/24	<p><u>DECLARATIONS OF INTEREST:</u> None.</p>
062/24	<p><u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. Fulcher and seconded by Cllr. Batley the minutes of the meeting held on 2nd April 2024 were unanimously approved as a correct record.</p>
063/24	<p><u>PROGRESS UPDATES:</u></p> <ul style="list-style-type: none">• <u>PSYCOLOGICAL SAFETY</u> Cllr. J Barrett advised that he is preparing some paperwork.• <u>ROTHBURY ROAD PARK</u> Cllr. P Barrett noted that the 'kissing' gate was removed a few days after the last council meeting.

	<ul style="list-style-type: none"> • <u>POLICIES & STANDING ORDERS WORKING GROUP</u> Upon the proposition of Cllr. Fulcher and seconded by Cllr. James the notes of the meeting held on 3rd April 2024 were noted and the recommendations therein were unanimously approved. • <u>NEW CEMETERY WORKING GROUP</u> The notes of the meeting held on 9th April 2024 were noted and the Clerk update members that a senior Planning Officer at South Norfolk Council had subsequently had a meeting with the builders Lovells. The outcome of this is that a TEAMS meeting has been scheduled for Monday 13th May 2024 of the interested parties.
064/24	<u>FINANCE & GENERAL PURPOSES COMMITTEE</u> minutes of meeting held on 16 th April 2024 were noted.
065/24	<u>DELEGATED ARRANGEMENTS TO COMMITTEES & 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 re-adopt these.
066/24	<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 re-adopt these.
067/24	<u>APPOINTMENTS TO COMMITTEES</u> After discussion and voting it was resolved to appoint Committees in accordance with the list attached to these minutes.
068/24	<u>APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES</u> After discussion it was resolved to appoint representatives to outside bodies in accordance with the list attached to these minutes.
069/24	<u>APPOINTMENTS TO WORKING GROUPS</u> After discussion it was resolved to re-appoint working groups in accordance with the list attached to these minutes.
070/24	<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. Roberts and seconded by Cllr. J Barrett it was unanimously resolved to formally re-adopt the following:</p> <ul style="list-style-type: none"> • Standing Orders • Bio-Diversity • Code of Conduct • Complaints • Correspondence • Computer & Telephone Misuse Policy • Data Protection • Dignity at Work (Civility & respect) • Equal Opportunities • Freedom of Information • Health & Safety • Information Protection Policy • Information Security Incident Policy • Press & Media • Removable Media Policy • Risk Assessment

	<ul style="list-style-type: none"> • Social Media and Electronic Communication Policy • Treasury Management Policy <p>upon the proposition of Cllr. Fulcher and seconded by Cllr. Roberts it was resolved to formally re-adopt the following:</p> <ul style="list-style-type: none"> • Financial regulations
071/24	<u>TO NOTE INVENTORY OF LAND & ASSETS</u> Cllr. Nuri-Nixon advised that these were outlined on Paper E issued with the agenda.
072/24	<u>TO NOTE INSURANCE COVER</u> Clerk advised that this is covered by the Council's block policy with Zurich Insurance
073/24	<u>COUNCIL / EMPLOYEES MEMBERSHIP OF OTHER BODIES</u> List provided with agenda was noted.
074/24	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Fulcher and seconded by Cllr. James it was resolved to pay accounts for April 2024, as per the submitted list in the sum of £49,399.48. In compliance with financial regulations the Clerk tabled a list of salaries paid from the wages account to the sum of £11,402.57
075/24	<u>MAYORS ENGAGEMENTS</u> – Noted.
076/24	<u>PUBLIC PARTICIPATION</u> : None
077/24	<u>TOWN GREEN PARKING</u> Cllr. Nuri-Nixon introduced paper advising of the response from South Norfolk Council to a request for a review of on street parking. Upon the proposition of Cllr. Roberts and seconded by Cllr. James it was unanimously resolved that Wymondham Town Council requests that the South Norfolk Council Public Realm Working Group considers this issue as part of their work.
078/24	<u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u> <u>Norfolk County Council</u> <ul style="list-style-type: none"> • Cllr. Savage <ul style="list-style-type: none"> ○ Gateway signage has been approved and in due course the Town Council will need to confirm locations. <u>South Norfolk Council</u> <ul style="list-style-type: none"> • Cllr. Savage <ul style="list-style-type: none"> ○ Letter received from Historic England who are undertaking a consultation on the Towns Conservation area. • Cllr. Roberts <ul style="list-style-type: none"> ○ Residents Associations for South Wymondham and Becketts Grove are nearly there.
079/24	<u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:</u> <ul style="list-style-type: none"> • Cllr. P Barrett – Greening Wymondham <ul style="list-style-type: none"> ○ River water testing at 5 locations is underway. <ul style="list-style-type: none"> ▪ E-Coli above permitted limited due to untreated AWA discharge into the River Tiffey. ○ Veggie Pods are bearing produce.

	<ul style="list-style-type: none">○ Great Big Green Week commences 8th June 2024.● Cllr. P Barrett – Sustainable Wymondham<ul style="list-style-type: none">○ Meeting held on 25th April 2024. Notes to be prepared.● Cllr. Perry – North Wymondham Community Centre<ul style="list-style-type: none">○ 50th anniversary – successful events including a quiz night. <p>Cllr Batley thanked the Clerk for organising an adjustable table which her wheelchair now fits under.</p>
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[The meeting closed at 19.37 pm]

DATED thisday of2024

SIGNED(Chairman)