



North Walsham Town Council

Mr N J Clancy *Town Clerk*

Email: clerk@northwalsham-town.co.uk

Council Offices, 18 Kings Arms Street, North Walsham, Norfolk NR28 9JX • Telephone/Fax: 01692 404114

Council Summons & Agenda

Tuesday 31 October 2017

at 19:00 at the Dayspring Centre, Black Swan Loke, North Walsham

October 2017

Members of the Town Council

You are summoned to attend a meeting of the Town Council, to be held at the Dayspring Centre on **Tuesday 31 October 2017 at 19:00** for the transaction of business set out below. A reminder that items not on the agenda may not be raised.

Members are reminded to sign the attendance register before leaving the meeting.

Yours sincerely

N J Clancy

Town Clerk

Office hours: Monday to Friday 9.30am to 12.30pm

www.northwalsham-town.co.uk

Non nobis sed omnibus - Not for ourselves, but for all



AGENDA: Meeting of North Walsham Town Council on 31 October 2017

at the Dayspring Centre, Black Swan Loke, North Walsham commencing at 19:00

Open to the Press and Members of the Public

- 1. Nomination of vice-chair**
- 2. Statement from the Town Mayor**
- 3. Administrative:**
 - a. To receive declarations of interest and to agree dispensations
 - b. To receive apologies for absence
 - c. To receive and approve minutes of the meeting of the Town Council held on 26 September 2017
 - d. To receive and approve minutes of the Extraordinary Meeting held on 10 October 2017
- 4. To adjourn the meeting for Public Participation and External Reports:**
 - a. To receive reports from District and County Councillors relating to North Walsham, and to permit Members to raise matters relating to North Walsham
 - b. Public participation
- 5. To receive reports from the Town Mayor and Deputy Mayor**
- 6. Items for decision/discussion by the Town Council:**
 - a. Town Strategy: to approve workshop dates and progress report
 - b. Norfolk County Council Parish Partnership Scheme 2018/19: To consider any projects for funding via the Scheme, including potential Aylsham Road projects approved and costed by the Highway Engineer
 - c. Out of season use of the Information Office site: To consider offering the site as a pop-up shop for the remainder of the lease (expires end March 2018)
 - d. Hopkins Homes: To consider what action to take in regard to the planning condition relating to the provision of a car park
 - e. NNDC Free Christmas Parking Offer: To agree dates to submit to NNDC
 - f. To consider request for double yellow lines on Benets View
 - g. Consideration of the local impact of the Norfolk Constabulary 202 Police Structure Review
 - h. Bus interchange: to consider steps to gather evidence demonstrating the requirement for a bus interchange
 - i. Bittern Line Partnership – to consider Bittern Line and station improvements
- 7. Items for information:**
 - a. Report on GPR scan of New Cemetery, Bacton Road
 - b. Update from the North Norfolk Town and Parish Forum
 - c. Update on the Information Office/Heritage Centre co-location project
- 8. Finance**
 - a. To receive and approve final payments and receipts for September 2017
 - b. To receive and approve payments to date in October 2017
 - c. To receive estimates comparison for 2017/18
 - d. To receive minutes of the Finance Committee meeting held on 18 October 2017
 - e. To consider first draft Precept 2018/19 as proposed by the Finance Committee

- f. To approve recommendation from the Personnel & Grants Committee that a grant of £500 be awarded to Bradfield Cricket Club

9. Reports from Committees and Groups:

- a. To receive minutes of the Development & Amenities Committee meetings held on 16 May, 18 July and 19 September 2017
- b. To receive minutes of the Media & Information Committee meetings held on 13 June and 6 July 2017
- c. To receive reports from Committee Chairs
- d. To receive updates from Council representatives to external organisations

10. Dates of forthcoming meetings and events:

Sunday 29 October 2017 – Sunday Market

Tuesday 7 November 2017 – Media & Information Committee

Tuesday 14 November 2017 – Finance Committee Meeting

Tuesday 14 November 2017 – Development & Amenities Committee

November 2017 (date tbc) – Precept Meeting

Saturday 25 November 2017 – Christmas Lights Switch-On

11. To receive items of correspondence

12. Items for next agenda

13. Items requiring a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public due to the confidential nature of the business to be discussed, including:

- a. Staffing matters
- b. Cemetery Lodge