

**THE MINUTES OF REEPHAM TOWN COUNCIL MEETING HELD ON WEDNESDAY 12TH
FEBRUARY 2020 STARTING AT 7.30PM AT THE TOWN HALL.**

Present: Cllr L. Paterson, A. Woollett, P. Mitchell, M. Lester, J. Line and S. Fisher.
District Cllr S.Beadle
Town Clerk - Jo Boxall and 5 members of the public

TC20/01. TO CONSIDER ACCEPTING APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Cllr J Harding, Cllr R Taylor, Cllr M Steel and Cllr R Comer.

TC20/02. TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS IN ANY ITEM TO BE DISCUSSED¹

No Declarations of interest were received.

TC20/03. TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 8TH JANUARY 2020.

The Council resolved that the minutes were a true and accurate reflection of the Town Council meeting as proposed by Cllr Paterson.

TC20/04. TO RECEIVE INFORMATION ON MATTERS ARISING FROM THE MINUTES NOT LISTED ELSEWHERE ON THE AGENDA.

It was confirmed that the noticeboard had been installed.

TC20/05. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK AND COUNCILLORS WITH A PREJUDICIAL INTEREST TO SPEAK ON AGENDA ITEMS

No comments received.

TC20/06. TO RECEIVE POLICE REPORT & UPDATE FROM DISTRICT AND COUNTY COUNCILLOR

County Cllr G. Peck was not in attendance. The Police report for January had been circulated; PC Bailey was not in attendance. District Cllr Beadle gave a brief report on district matters.

TC20/07. TO APPROVE CO-OPTION OF NEW COUNCILLOR/S

It was unanimously agreed to approve the co-option of Valerie Harfield- Simpson. The Declaration of Acceptance of Office form was signed.

TC20/08. TO RECEIVE UPDATE ON CHURCH WALL / RECEIVE QUOTES

It was confirmed that one quote had been received to date although 6 builders had been invited to quote and interest had been shown. A Highways Officer was due to visit to consider options for protecting the Church Wall against damage by large vehicles.

TC20/09. TO RECEIVE GROUNDS MAINTENANCE QUOTES FOR CONSIDERATION / APPROVAL

Two quotes were received (although 4 requests were sent out) Following discussion it was unanimously agreed that the Council would renew the grounds maintenance contract with their existing contractor as a good level of service was provided and the other quote received was much higher, as proposed by Cllr Paterson.

TC20/10. TO ADOPT THE ADDITIONAL WIRING IN RESPECT OF THE CHRISTMAS TREES

It was unanimously agreed to adopt the additional wiring for the Christmas Trees on the same terms as previously agreed for the rest of the wiring (minute reference TC15/210) as proposed by Cllr Paterson. It was confirmed that an offer was made to the Festival of Light team to store tree brackets at Stimpsons Piece subject to them being stacked in plastic boxes and on the understanding that the Trustee would accept no liability for any damage.

TC20/11. TO APPROVE THE SPECIFICATION OF LIGHTING / LOCATION FOR LIGHTING STONY LANE SITE

It was unanimously agreed to retain the existing street light and request the provision of two further street lighting columns to match existing on timers, one on corner of Stony Lane and the other at the junction of Cawston Road/entry to convenience store as proposed by Cllr Paterson.

Concern was expressed over change in plans to install a zebra crossing (now dropped kerb) on Cawston Road. Clerk to make further enquiries expressing Council's concern at this decision.

TC20/12. TO APPROVE PROVISION OF HANDRAIL BETWEEN OLLANDS / BIRCHAM ROAD.

It was acknowledged that some residents were experiencing difficulty in getting up the slope on the footpath between Ollands Road and Bircham Road. An email had already been sent to Highways with a proposal to install a handrail. It was unanimously agreed that a handrail should be installed as proposed by Cllr Paterson.

TC20/13. FINANCE

To approve invoices paid and to be paid.

The Council resolved to approve the list of bills paid and to be paid for February.

To ratify decision re installation of noticeboard

It was unanimously agreed to approve the expenditure of £840 for installation of the new noticeboard as proposed by Cllr Paterson.

TC20/14. ALLOTMENTS

The annual allotment letters were ready for delivery.

TC20/15. TOWN HALL

There was nothing to report

TC20/16. MARKET PLACE

To receive update re farmers market – No update received. It was reported that the fish van would be returning to the Market.

TC20/17. CEMETERIES

The Church of England Parochial fees increased with effect from 1st January 2020. Reepham Town Council fees were increased in line with this as per previous agreement.

TC20/18. STIMPSON'S PIECE

To approve grounds maintenance contract for Stimpsons Piece.

As the Town Council were directly responsible for the grounds maintenance at Stimpson's Piece, It was unanimously agreed to renew the contract with the existing contractor as proposed by Cllr Paterson.

TC20/19. PLANNING

To consider planning applications

Application Number 20200221

Description – Change office space to residential 1 bed flat (Prior notification)

Location – Reepham Printing Services, Church Street, Reepham, NR10 4JW

The Council agreed that they had no objection to the application but concern was raised about the lack of parking for residents.

Application Number – 20200232 (Advertisement consent) & 20200233 (Listed Building)

Description – New fascia sign with external lighting

Location – Reepham Post Office, Market Place, Reepham, NR10 4AD

The Council agreed that they had no comment or objection to the application

To consider late planning applications

No later planning applications were received.

To record decisions made by Broadland District Council

Rear extension and orangery to the side at Little Orchard, Kerdiston Road, Reepham - Approval

TC20/20. CORRESPONDENCE

All correspondence was circulated electronically. Concern was expressed about the potential loss of a footpath through The Dial. Although it was acknowledged that there used to be access to the rear of the building, this was not believed to be a registered footpath and no further action would be taken. The water on the road just before the bridge on the Norwich Road was causing damage to the road surface and had been reported to Highways for further action. The GNLP consultation documents were circulated but no comments were received. It was agreed to arrange a special meeting with MP Jerome Mayhew.

TC20/21. TO NOTE ITEMS OF LATE CORRESPONDENCE AND REFER TO FUTURE AGENDA ITEMS

Future agenda items to include the Church Wall, Crossing at Stony Lane and it was confirmed Vattenfall would be attending the next meeting to give a brief update.

TC20/22. TO CONFIRM THE DATE OF THE NEXT FULL COUNCIL MEETING.

The date of the next Town Council meeting was confirmed as 7.30pm on Wednesday 11th March 2020,

The meeting was adjourned at 8.15pm for the Stimpson's Piece Trustee Meeting and reconvened at 8.45pm

TC20/23. TO CLOSE THE MEETING TO PRESS AND PUBLIC

Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the Press and Public leave the meeting during discussion / approval of cleaning staff salary

It was unanimously agreed to keep salary for cleaning staff in line with the National Living Wage Foundation recommendation and increase the hourly rate to £9.30 with effect from 1st March 2020 as proposed by Cllr Paterson.

TC20/24. TO CLOSE MEETING

There being no further business, the meeting was closed at 8.53pm.