



MINUTES

2012/14

Annual Meeting of the Town Council held on 14 May 2012 at 1908 at The Methodist Rooms

Those Present: Rodney Crafer (Vice Chairman), Gary Anthony, Joe Ellison, Mike Gates, Lindsey Dew, Ray Hewitt, Pauline Catton, Campbell MacCallum, Roger Arguile & Maggie Ward

Keith Leesmith (Clerk), Greg Hewitt (Asst. Clerk), Peter Terrington, & I Members of the Public

- 1) Election of Chairman
Resolved – Allen Frary (*as Allen was absent the declaration of acceptance of office will be signed at the next meeting*)
- 2) Election of Vice chairman
Resolved – Rodney Crafer
- 3) Election of Chairman of Planning Committee
Resolved – Gary Anthony
- 4) Election of Vice Chairman of Planning Committee
Resolved – Mike Gates
- 5) Appointment of members of Planning Committee
Resolved - all Members except MW who does not wish to participate in planning matters
- 6) Appointment of any other Standing Committees
Resolved – none required
- 7) Appointment of Portfolio Holders for the coming year
Resolved
 - Lindsay Dew – Cemetery
 - Joe Ellison - Buttlands
 - Mike Gates – Finance
 - Ray Hewitt – Recreation Field & Children’s Playground
 - Campbell MacCallum – Traffic Management
 - Roger Arguile – Tourism
 - Maggie Ward – Allotments
- 8) Confirmation of meetings to be held during the next twelve months
Resolved – agreed as per list
 - Monday 11 June 2012 – Town Council Meeting
 - Monday 2 July 2012 – Town Council Meeting
 - Monday 3 September 2012 – Town Council Meeting
 - Monday 1 October 2012 – Town Council Meeting
 - Monday 5 November 2012 – Town Council Meeting
 - Monday 3 December 2012 – Town Council Meeting
 - Monday 7 January 2013 – Town Council Meeting
 - Monday 4 February 2013 – Town Council Meeting
 - Monday 4 March 2013 – Town Council Meeting
 - Monday 8 April 2013 – Town Council Meeting
 - 7 pm Monday 22 April 2013 – Annual Town Meeting
 - Monday 13 May 2013 – Annual Meeting of the Town Council

Normal Monthly Meeting follows:

- 9) Public Forum – no questions from members of the public
- 10) Apologies – Allen Frary, Marie Strong, Jonathan Savory and Safer Neighbourhood Team
- 11) Declarations of interest – none
- 12) Minutes of the meeting held 2 April 2012 – were approved and signed
- 13) To discuss the requirements for additional work on the Buttlands
A discussion was held concerning the additional work needed and a quote received for the work. Other issues were raised concerning vehicles driving on the Buttlands and the incomplete work around the edge of the Buttlands.
Resolved – to go forward with the quote for work agreed as necessary by the council at the meeting in July 2011, this includes de-compaction, fertilising, making good after the town bonfire and levelling.
It was also agreed the council should write to NCC asking for the work around the edges to be completed including gaps in the kerb, removal of stones and re-turfing. It was also agreed to write to those groups using the Buttlands asking them not to allow vehicles to drive on the Buttlands.
- 14) To consider any suitable action with regard the East Quay Drying Grounds
The situation with regard the drying grounds and legal advice sought by the council was discussed. It is now known that two residents living nearby to the drying grounds have applied to register a portion of the land in their name, claiming adverse possession. Some of the councillors are concerned and believe the drying grounds should be a public amenity area. Part of the land is registered to NNDC. PT has been speaking to officers at NNDC to find out more and to see what can be done. RH had spoken with the Harbour Master and is concerned the quay there is not strong enough for use as car parking. RH proposed the council should ask NNDC to transfer the area they are in legal possession of over to the Town Council. MG proposed the matter should be left with PT to speak with NNDC's legal officer to see what could be done.
Resolved – 1) To ask NNDC if the land could be transferred to Wells Town Council. 2) For PT to speak with NNDC's legal officer to see what could be done.
- 15) To agree the schedule for the renewal of the council's insurance with Zurich Municipal
Resolved - to accept the schedule
- 16) To consider a request from Wells Primary School to continue sponsorship of annual achievement prizes for a further 3 years
Resolved – to continue sponsorship
- 17) To consider again a request for a donation from the Streetlife 'Big Red Bus' Villages Projects
Both PT and RH had seen the bus in action at Wells and thought it was an excellent facility.
Resolved – to donate £200 and ask the project to schedule another visit of the bus to Wells in the future.
- 18) To consider a request for a donation from Norfolk lowland search and rescue (NORLSAR)
Resolved- to donate £50 and ask the NORLSAR for a further report on their activities
- 19) To agree the accounts for the year ending 31 March 2012
Resolved – Agreed
- 20) To undertake audit arrangements in respect of the end of the year accounts
Resolved – Agreed; annual governance statement completed and signed

21) Reports:a) Safer Neighbourhood Team

A report is appended and available on the website.

b) Norfolk County Council

MS had sent her apologies but asked that the council be informed the gap in the double yellow lines on East Quay should be painted this week and that NCC had agreed policy on residential parking and this information would be available on their website.

c) North Norfolk District Council

PT delivered a report which is appended and available on the website

d) Town Clerk/Asst. Clerk

KL delivered a report which is appended and available. GH reported he is reviewing both the standing orders and financial regulations and they will be circulated to enable agreement/consideration at the June meeting. MW asked that consideration of the management arrangements for the proposed new Skate Park go on the June agenda for discussion. MW also asked that flooding by rain water is monitored at Church Street and Mill Road. JE also reported similar problems with the Standard Road drains. CM would take photographs of the flooding when possible as evidence. LD queried the cost of litter picking this month; KL advised it was due to Easter.

e) Portfolio holders

Buttlands – JE stated the new concrete pads for the seats should be green and will have to be painted. Following a brief discussion it was agreed they would be left to weather rather than paint them.

Playing and Recreational Fields – RH reported that the pothole at the entrance to the recreation field needed attention and Holkham Estate should be contacted to organise a repair. There was a need to discuss arrangements for proper access to the new skate park and could this go on the agenda for June. The water main on the playing field appears to be leaking again and AW is investigating. A leak in the water main that supplies the beach and crosses the playing field has been confirmed using the new gate valve installed on Freeman Street. The goal mouths on the playing field are in serious need of repair; the council needs to reconsider funding for this. Following a brief discussion it was agreed to put this on the agenda for June.

Cemetery – LD reports that she has received more complaints about rabbits and the general state of the cemetery. She would like the councillors to visit so that improvements could be discussed at the June meeting as an agenda item. MW suggested there was a need to revisit the possibility of shooting the rabbits. KL reports poison had been purchased but the weather had prevented its use.

Traffic Management – CM reported Stearmans Yard is in very poor condition and needs resurfacing. The missing section of double yellow lines on East Quay was soon to be done. An enquiry into how many parking tickets had been issued in Wells since the local authority took over responsibility for on street parking revealed only 35. This was agreed to be very poor.

Allotments – MW reports a problems with bees kept on the allotments had been resolved by the removal of the hives where the bees had started to swarm.

Tourism – RA reports he has been doing research into the financial benefits of tourism to the town. There are in a year about 4153 bed spaces in the town and at only 40% occupancy this equates to a spend of 9.2 million. There is considered an additional spend of between 13.4 to 22.6 million. Wells is the most popular destination on the Coasthopper with 91000 visits. These facts help prove the importance of tourism to the area and highlight that the omission of tourism from the recent MMO plan consultation documents to be an error.

22) To receive a report from the Field Study working group

MG presents a report which is appended

23) Financial Report & Accounts for Settlement

The following had been paid during the month

British Telecom	Telephone Service	75.22
E-on Energy	Electricity Sackhouse	128.84
Brightview Internet	Broadband Service	14.99
NNDC	Rates - Cemetery	56.50
Keith Leesmith	Clerk's Salary Deposit	700.00
Greg Hewitt	Asst. Clerk's Salary Deposit	550.00
Wet Pour Services	Basket Ball Court Playing Field	6480.00
		8005.55

The following were agreed for payment

Jimmy Tottle	Bollards	220.00
Greg Hewitt	Salary (net of deposit) & Expenses	42.46
Keith Leesmith	Salary (net of deposit) & Expenses	92.13
Norfolk Pension Fund	monthly contribution	251.86
MHB Services Ltd	Street Lighting Maintenance	332.50
E-on Energy	Street Lighting electricity	462.04
Norfolk Central Printers	Car parking tickets	374.40
Zurich Municipal	Insurance	2195.05
Bago (Robert Action)	Litter Picking equipment	76.80
M L Walsingham & Son Ltd	cleaning materials	3.45
Veolia	Cemetery Waste Collection	64.20
Norse Commercial Services Ltd	Grounds maintenance £1578	-----
	Additional work rec field £681.6	-----
	Repairs to Playing Field £2215.20	4474.80
Snell Plumbing	Tap repair Allotments	43.00
Killgerm	Rabbit Poison Cemetery	142.32
Norfolk Playing Field Association	Annual Subscription	25.00
Norfolk Rural Community Council	Annual membership	15.00
LCR (NALC Magazine)	Annual Subscription	15.50
Friends of the Playing Field	Basket Ball Court (Donation)	1000.00
Wells Street Party	Donation received from NCC	200.00
Norfolk China	Diamond Jubilee Mugs	1080.00
Viking Direct	bin liners	39.60
Edna Garrett	Office Cleaning	37.50
Mick Chestney	Litter Picking	419.65
Terry Corbishley	Litter Picking	223.30
Snell Plumbing	allotment tap repair (2)	17.00
NorfolkALC	KL - new CILCA module	40.00
		11887.56

Due to a technical problem a copy of the financial report had not been circulated but would be sent out during the month

24) To confirm Date of Next Meeting

Confirmed as Monday 11 June 2012

The meeting closed at 2145