

# WELLS TOWN COUNCIL

THE SACKHOUSE, JICKLINGS YARD, WELLS-NEXT-THE-SEA NR23 1AU

# MINUTES

2007/24

# Town Council Meeting held on 2 July 2007 at 1916 at The Methodist Rooms

<u>Those Present:</u> Allen Frary (Chairman), Gary Anthony, Rodney Crafer, Lindsay Dew, Mark Frary, Andy Gates, Mike Gates, Ray Hewitt, Campbell MacCallum, Joyce Trett, and Maggie Ward,

Keith Leesmith (Clerk), Shean Newman (Town Warden), plus 2 members of the press and 11 members of the public.

### I) Public Forum

There is a lot of rubbish in Northfield Lane, opposite Mill House. There are no rubbish bins on the estate.

A full skip has been left near the bottom of Jolly Sailors Yard for at least two months. MG will speak to the builder working there.

The light on Tug Boat Yard is still broken, and the drains on Standard Road still need to be cleared. JT to speak to officers at the District Council.

Thanks were expressed for local postmen continuing to work during the recent National strike.

The public session closed at 1925

### 2) Apologies

James Platten – working

Derek Baxter - holiday

### 3) Declarations of Interest

JT – Personal & Prejudicial – item 21

MG – Personal – item 13

RH - Personal - item 13

### 4) Minutes of the meeting held 4 June 2007

Agreed with one amendment and signed

### 5) Reports

a) Norfolk County Council

A report from Derek Baxter had been circulated to members beforehand and is appended.

### Jonathan Savory arrived at this point

b) North Norfolk District Council

A report from Jonathan Savory had been circulated to members beforehand and is appended.

MW asked which committees our District Councillors served on, and was advised that both of them served on Planning, and Licensing, and had now been appointed to the Area Partnership. In addition JT serves on the Scrutiny and Asset Management Committees.

PC Lee Anderton arrived at this point but left shortly after.

### d) Town Warden

SN reported that there was a streetlight on constantly in Jolly Sailor Yard – number not known. A lady had been stuck in the disabled toilet on Beach Road, but had managed to get free before he got there. There were young people using the gable end of the Sackhouse as a shelter during wet evenings but they were only drinking soft drinks. There was still speeding on Mill Road, and he had seen some that afternoon. There had been vandalism at the Westfield Playing Field. The gates were no longer being locked at night, now that the tenants association had been disbanded.

Keith Leesmith Town Clerk 01328 710564 clerk@wellstowncouncil.org.uk

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# e) Town Clerk

The flood siren issue continues, but within the last month NNDC had voted unanimously to retain and upgrade the siren network.

NCC Highways had written saying they did not intend to make the north side of the Quay restrictions permanent (as opposed to seasonal) because of "considerable local opinion" against this.

The Lions did not turn up to their carboot sale booked for 17 June. Several people had arrived to operate stalls and had been annoyed at the cancellation of the event. KL said he intended to write to the Lions telling them that they would not be offered the field again. This was questioned, and KL explained that the previous Council had already "warned them" after the conditions of hire had been broken two years running. Councillors decided that because of the good work done by the Lions, they should be written to, asking them why they had not attended.

KL advised that he would be on holiday during Carnival week.

RH had drawn up a specification for the redecoration of the Cemetery building, which would be passed to local builders/decorators asking for tenders. It was agreed that the sealed tender process could take place in front of a few Councillors during the summer, rather than wait for the September meeting.

With regard to the bus shelter, Court proceedings had been drawn up and papers issued.

KL reported that he was approximately one month behind with his work, but that he hoped to catch up a bit during the summer, because of the lack of a meeting in August. Several Councillors thought that the matter of staffing/hours should be discussed at the September meeting.

Two days before the meeting, papers had been received with regard to an application to declare Tug Boat Yard and Favour Parker Yard as a Town Green. KL believed that since there were no financial implications, the matter should be dealt with urgently as the consultation period closed shortly after the next meeting. AF said he would deal with this after Reports.

### f) Portfolio Holders

JT – Housing. At the Housing Conference in Harrogate the possibility was discussed of changing security of tenure clauses to prevent elderly people staying in large houses when they could be moved to smaller properties and their former homes offered to young families.

CM – Parking & Traffic. CM reported that the pedestrian walkways leading to Gales Court were in a bad state and needed resurfacing. JT said the District had done work here in the past and she would approach them to see if anything could be done. Cars parking on both sides of Polka Road near the school were a potential danger to children at school opening and closing times. The working party would be meeting later this month.

LD – Cemeteries. Complaints had been received from local people about the state of grounds maintenance, and although LD admitted it was difficult to work in the recent wet weather, she thought there should be more strimming. She had met some strangers on the Cemetery who thought it was well-maintained.

MG – Financial Control. MG reminded members that we will be discussing the budget for 2008/09 in the autumn, and asked them to think about items they might want included.

### **URGENT ITEM**

Discussion of the application to declare Tug Boat Yard and Favour Parker Yard as a Town Green

MF declared a Personal and Prejudicial interest and left the room.

AF declared a Personal interest and stepped down from the Chair. RC took the Chair.

Members agreed that Tug Boat Yard had been a public open space for many years, and should continue to be so. Favour Parker Yard, whilst being an unenclosed space, was an area of concrete, and was not an area generally used by members of the public in the same way that Tug Boat Yard was. Resolved that we thought Tug Boat Yard should be declared a Town Green, but not Favour Parker Yard.

# 6) To decide on action to be taken with regard to expiry of rental agreement on Two Furlong Hill

KL said that the agreement expired at the end of August, and wanted to know if Councillors wanted to put the agreement out to tender or to offer it to the existing tenant, and if so on what terms. It was agreed that the current tenant had looked after the land well, and should be offered another three years at an index-linked rent increase. MW/KL to agree the details.

7) To decide if any action can be taken with regard to the appearance of 8/10 Freeman Street
RH declared a personal interest, as he is on a committee with the owner of the property. LD said that she
thought that the owner ought to be asked to improve the external appearance of this prominent property. JT
said that official action could take a long time, (although things were now moving with The Buttlands property

and possibly with the one on The Quay). She would speak to the owner, in the hope of gaining his cooperation.

- To make arrangements for the operation of the temporary car park on the Recreation Field KL said that a last-minute problem had arisen on the day of the meeting with regard to moving the fence, which was one of the conditions of the planning permission. He wasn't sure whether this could be resolved in time, but wanted agreement for expenditure if it was possible to go ahead. Tickets and signs would cost just under £300. Resolved that we go ahead with the operation of the car park if possible.
- 9) To discuss a request for a renewal of support for Wells Action for Fair Trade
  Wells Action for Fair Trade was asking the Council to pass the following resolution (in ratification of a similar
  one passed some years ago). Wells Town Council passes a resolution supporting Fairtrade and agrees to serve
  Fairtrade coffee and tea at its meetings and functions where refreshments are served. Resolved

PC Lee Anderton returned during the following item

- To discuss action to be taken with regard to finding a replacement contractor for the bus shelter. KL had placed this item on the agenda, because although the existing contractor was being pursued for the deposit paid, it was not likely that they would ever build the shelter. RH had suggested that we should be looking at other contractors. JT said that she believed that the shelter should not be built without planning permission. KL said that Norfolk County Council had advised him that this was not necessary. GA volunteered to visit NNDC planners to find out what the position was. It was resolved that we should obtain quotations once the matter of planning permission was resolved.
- Report from Wells Safer Neighbourhood Team
  Reported crimes for Wells during June were: Burglary Dwelling, I; Theft, 2; Criminal Damage, 2; Drug Offences, I; Total, 6. There had been 69 calls to police during the month, most concerned with inconsiderate parking. Lee Anderton had used the speed camera in the Town during the month and some warnings had been given, but no cases were considered bad enough for tickets to be issued. He had worked in Polka Road, Freeman Street and Mill Road. GA asked if Burnt Street and Church Street could also be included. Joe Ellison said that there was a problem in Northfield between 5.00 and 7.00pm. RH said there was still a "drinking problem" on the Beach Road Playground. LA said he was aware of this and the Team were paying attention to it.
- To decide on the Council's response (if any) to the current LDF Core Strategy Consultation Resolved that we should voice concerns over the lack of available land for industry.
- To discuss work required to complete Quality Council bid

  MG and KL were continuing to work on this, and hoped to submit our bid on 17 August. One major requirement was to produce a quarterly Newsletter. It was suggested that portfolio holders could take turns to write articles on their particular subjects. The process would preferably require an editor, and GA had been approached and was prepared to undertake this. Resolved that GA become Communications Portfolio Holder.
- Although it was understood that the Housing Trust had taken over responsibility for the Neilsen Close play area, the position of the Westfield Avenue area was less certain. This had been set up by a tenants association (which had not met for some time) on land rented from Holkham. It was thought that two or three year's rent was owed, although Wells Area Partnership may be prepared to pay this. Some of the equipment had needed repairs and although NNDC had undertaken this, they did not want to take any further interest. The Housing Trust is currently insuring the area. It was thought unlikely that the Tenants Association would be revived, but Members would make enquiries in this direction.
- I4) To agree the accounts for last year and consider internal audit arrangements

  The accounts for 2006/2007 were agreed, and the *Annual Governance Statement* was approved. Both were signed off by AF and KL. KL would now arrange for the internal audit to be undertaken, as in previous years.

# 16) To discuss the problem of the crumbling Church Wall

GA and RH will look at the wall and draw up a specification of work required, in order that quotations/tenders can be obtained. It was thought also that County Highways would have to be involved, since there were obviously drainage problems in the road, and possibly a broken pipe and subsidence, which were contributing to the problem. JT said she would speak to Highways.

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17) To consider using direct debits or standing orders as a way of paying regular accounts

KL raised this matter because British Telecom had announced an increased price for customers not paying by direct debit. City Care was also enquiring whether we would be prepared to pay in this manner. Councillors saw no reason why we should not use this method, provided that they were informed each month of payments made in this way. KL also said that he would like his salary (or the major part of it) to be paid by standing order at the end of each month because when Bank Holidays delayed the date of meetings, it could be six weeks between salary payments. Resolved that the clerk be paid £1000 a month by standing order.

# 18) Financial Report and Accounts for settlement

A financial report had been circulated at the beginning of the meeting. The following were agreed for payment:

1	8 8	
Powergen	Buttlands electricity	68.87
Wells Community Association	Maltings for Parish Fair & training day	75.60
City Care	Cemetery waste disposal	48.46
Keith Leesmith	Clerk's salary and expenses	1177.55
Norfolk Pension Fund	Monthly contributions	340.88
E-on electricity	Street Lighting	463.26
Steve's landscape gardening service	Grass cutting etc	1033.75
MHB Services Ltd	Street lighting maintenance	285.97
Jimmy Tottle	Bollards	200.00
NCAPTC	Training and reference books	213.25
SLCC	East of England Conference	94.00
Michael Chestney	Litter Picking	127.75
Terry Corbishley	Litter Picking	224.00
Shean Newman	Town Warden	158.34
Inland Revenue	PAYE – I <sup>st</sup> quarter	1239.36

### 19) To confirm Date of Next meeting

Confirmed as Monday 3 September 2007

20) To consider a resolution under the Public Bodies (Admission to Meetings Act) 1960, as amended by Section 100 of the Local Government Act 1972 to exclude members of the public and press during consideration of an item regarding a confidential matter

Resolved

#### **URGENT ITEM**

Resolved that in any new agreement, the tenant of Two Furlong Hill be required to allow pest controllers working on the allotments to work on the east side of Two Furlong Hill also, unless alternative arrangements are made.

### 21) To review the position of Town Warden in the era of Community Policing

JT declared a personal and prejudicial interest and left the meeting.

MW said that although she did not have an interest to declare, she did not want to take part in the discussion and also left the meeting.

Resolved that in view of the increased confidence in The Neighbourhood Police Team, we no longer needed to employ a Town Warden. The present holder should be given thanks for his work, and be made redundant after his contractual notice period had been served.

The meeting closed at 2237