



MINUTES

Annual Meeting of the Town Council held on 12 May 2014 at 1915 at The Methodist Rooms

Those Present: Rodney Crafer (Chairman), Gary Anthony, Pauline Catton, Lindsey Dew,
Joe Ellison, Tony Ford, Mike Gates, Ray Hewitt & Campbell MacCallum,

Greg Hewitt (Clerk), Peter Terrington, Pc Pegden, 2 Members of the Public

- 1) Election of Chairman
Resolved – Allen Frary
- 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
- 6) Appointment of any other Standing Committees
Resolved – Allotment Committee remains unchanged
- 7) Appointment of Portfolio Holders for the coming year
Resolved
 - Roger Arguile – Tourism
 - Pauline Catton – Dementia Friendly Community
 - Lindsay Dew – Cemetery
 - Joe Ellison - Buttlands
 - Tony Ford – Services (Street Lights, Ground Maintenance and Litter)
 - Mike Gates – Finance
 - Ray Hewitt – Recreation Field & Children’s Playground
 - Campbell MacCallum – Traffic Management
- 8) Confirmation of meetings to be held during the next twelve months
Resolved – agreed as per list
 - Monday 2 June 2014 – Town Council Meeting
 - Monday 7 July 2014 – Town Council Meeting
 - Monday 1 September 2014 – Town Council Meeting
 - Monday 6 October 2014 – Town Council Meeting
 - Monday 3 November 2014 – Town Council Meeting
 - Monday 1 December 2014 – Town Council Meeting
 - Monday 5 January 2015 – Town Council Meeting
 - Monday 2 February 2015 – Town Council Meeting
 - Monday 2 March 2015 – Town Council Meeting
 - Monday 13 April 2015 – Town Council Meeting
 - 7 pm Monday 27 April 2015 – Annual Town Meeting
 - Monday 11 May 2015 – Annual Meeting of the Town Council



MINUTES CONTINUED

9) Public Forum

JE informed the council that the town noticeboard was being used by traders and persons advertising adverts outside of Wells. It was agreed the matter should go on the agenda for next month to consider some rules of usage.

A resident informed the council that due to the lack of space on the Quay people using the new quayside development were parking in Croft Yard to load and unload, obstructing access for residents; he had thought there would be a loading bay on the Quay.

10) Apologies Roger Arguile, Allen Frary, David Pentney-Smith & Marie Strong11) To receive Declarations of Interest None12) To approve the Minutes of the meeting held on 7 April 2014 Agreed and Signed21) To receive a report from the working party established to find a suitable use for money given to the town by the Lindum Group in compliance with conditions set by district planners.

GA introduced the report which is appended and he gave details of a meeting with Geoff Lyon at NNDC Planning. Mr Lyon was happy with the ideas detailed in the report which were as follows,

- Improve the attraction of the Buttlands as a public space by re-profiling and re-turfing the edges.
- Improve Old Staithe Walk by re-surfacing the existing track and providing a dog bin to create a better and more attractive route to the Town Centre.
- To erect heritage fingerposts directing the public to the shops, facilities and attractions of the town.
- To consider the implementation of time limited parking on the Buttlands car park.

Resolved – to adopt all of the working parties proposals.

22a) Safer Neighbourhood Team

Pc Jason Pegden explained there had been 49 calls to Police during the month, four offences of Criminal damage with one offender arrested, four assaults, one theft and four offenders arrested for breaking into the beach huts; regular patrols were now taking place at the Pinewoods. Pc Pegden explained how important it is for witnesses to provide good descriptions of offenders and vehicle registrations. Marine crime had again become a problem along the coast and it was suggested that fitting a tracking device to valuable engines was a good idea. For parking problems people need to contact Parking Operations at Kings Lynn. Anyone experiencing problems with the Big Issue seller in Staithe Street please report them immediately (dial 101). Jason can be contacted while on duty on 07887450992.

13) To consider correspondence from traders for a review of traffic and parking control on the Quay

CM explained that a number of traders on the Quay had asked if the council could do anything about the vehicles parked on the south side of the Quay.

Resolved – to ask for a ‘no loading or unloading’ restriction on the whole of the south side with another marked loading bay for deliveries at the east end of the Quay on the north side.

14) To discuss a request from Cllr Terrington for a working group to consider an integrated traffic management plan for the whole Town

Cllr Terrington's request was discussed and it was agreed CM would consider the current situation and revisit previous plans and suggestions.



MINUTES CONTINUED

- 15) To agree the accounts for the year ending 31 March 2014.
Resolved – Agreed
- 16) To agree the schedule for renewal of the Council's Insurance with Zurich Municipal.
Resolved – Agreed
- 17) To adopt new financial regulations following a change of legislation.
Resolved – Adopted
- 18) To discuss if anything can be done by the Town Council to expedite the delivery of the proposed new filling station on Polka Road
 LD introduced the item and the matter was discussed. Recent correspondence received from the Lindum Group reaffirmed their intention to build a filling station. It was decided there was nothing further to be done at this stage.
- 19) To consider the current state of the Town Pump on Church Plain.
 It was agreed the pump needed rebuilding and RH would price up the cost of materials.
- 20) To formally adopt, sign and seal byelaws for the Buttlands so that they may be confirmed by the Secretary State.
Resolved – The bylaws were formally adopted, the Town Council seal affixed and signed by Councillors Rodney Crafer and Joe Ellison.
- 22) Reports
- b) Norfolk County Council
 A report is appended and is available on the website
- c) North Norfolk District Council
 A report from Cllr Peter Terrington is appended and is available on the website. In addition Peter said the plans for the Maltings had been passed. A planning enforcement order was being considered on Quayside Court due to some possible breaches of the planning consent. RH brought to Peter's attention that a gate belonging to NNDC at the Beach Road toilets has been fixed open causing a possible health and safety issue and that the bins at the rear of the toilets needed chaining.
- d) Town Clerk
 A monthly report is appended and is available on the website. As a result of the report the Clerk asked if the council wanted to act on the letter received concerning Newgates Lane. It was stated by a member that a post had now been installed in the lane and there was nothing further to be done. The Clerk was asked to enquire about the cost of providing a dog bin on the Recreation Field. In addition to the report the Clerk stated he was concerned about one tree on the Buttlands and believed a survey was necessary; the council agreed. The Clerk asked for a site meeting at the Cemetery to consider work required on the west boundary, it was agreed the group who had previously met should meet again. The Clerk gave an update on the state of the recently requested variation to the Town's public entertainments license; there had been some problems and a meeting had been arranged with a Licensing Officer from NNDC. Minutes had been circulated following last month's Town Meeting and the Clerk asked if the council wanting to consider the Carnival Committees request to install a flag pole on the Buttlands to commemorate the start of WWI; it was decided to discuss the request as an agenda item at the meeting in June. Also as a result of the Town meeting it was agreed to invite the local police inspector to a Council Meeting.



MINUTES CONTINUED

e) Portfolio Holders

LD – (Cemetery) Lindsay read out a letter from Robert Smith thanking the Clerk for assistance he had recently provided.

PC – (Dementia Friendly Community) Pauline is attending the opening of the new dementia garden at the Wells Community Hospital on 23 May.

23) Financial Report & Accounts for Settlement**Payments during the month**

British Telecom	Telephone Service	95.59
E-on Energy	Street Lights	472.79
NNDC	Rates - Cemetery	62.45
Madasafish	Broadband Service	14.99
Greg Hewitt	Clerk's Salary Deposit	1000.00

Payments 12 May 2014

Jimmy Tottle	Bollards	220.00
Greg Hewitt	Salary (net of deposit) & Expenses	214.96
Norfolk Pension Fund	monthly contribution	489.29

K & M Lighting Services	Street Lighting Maintenance 306.70	-
	Re-sleve column 634.63	941.33
Norfolk Central Printers	Car parking tickets	561.60
Zurich Municipal	Insurance	2860.03
Viking Direct	High Vis Jacket for staff £92.36	-----
	Office Supplies £78.53	170.89
Veolia	Cemetery Waste Collection	25.96
Norse Eastern Limited	Grounds maintenance £1306.87	-----
	Grounds maintenance £310.57	1617.44
Keith Leesmith	Annual Audit	100.00
Steward Safety Supplies Ltd	Signage playing field	224.01
E Boydell (Special Branch Tree Surgery)	Buttlands Tree branch removal	150.00
NALC	LCR Subscription	17.00
Environment Agency	General Drainage Charge Allotments	19.73
NNDC	Public Entertainment License	180.00
Platten & Anthony DIY	Signage + Padlocks Rec & Allotments	190.38
Anglo Scottish Equipment Ltd	Container Hire recreation field	120.52
Stamps Direct Ltd	Sealing Wax and Seal	37.32
Mick Chestney	Litter Picking	517.50
Andrew Spiers	Cemetery and general maintenance	173.25
Terry Corbishley	Litter Picking	195.60
Wells Community Hospital	Rent (April)	250.00
		10922.63

Resolved – Accounts agreed and accepted

24) To confirm Date of Next Meeting
Confirmed as Monday 2 June 2014

The meeting closed at 2120



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Striving for
Excellence