



## WELLS TOWN COUNCIL

WELLS COMMUNITY HOSPITAL, MILL RD,  
WELLS-NEXT-THE-SEA, NR23 1RF

2020/11

# MINUTES

### Town Council Meeting held on 13 July 2020 at 1900 virtually on Zoom

Those Present: Mike Gates (Chairman), Janet Angles, Roger Arguile, Mel Catton, Pauline Catton, Jessica Curtis, Lindsay Dew, Ray Hewitt, Peter Rainsford & Joyce Trett

Greg Hewitt (Clerk), Marie Strong, Peter Fisher & Press (The Quay)

1) Public Forum

A member of the public expressed concerns about the safety of the junction at Two Furlong Hill and Burnt Street following a recent accident there. (*The council agreed to consider the situation.*)

2) Reports

a) Police – No report received

b) Norfolk County Council, Councillor Dr Marie Strong

A report had been circulated. In response to a question Marie advised the proposed boundary change had been postponed until after the 2022 election.

c) North Norfolk District Councillor Peter Fisher

A report was to be circulated.

3) Apologies - None

4) To receive Declarations of Interest and consider any requests for Dispensations – None

5) To approve the Minutes of the meetings held on 2 March and 23 March Agreed for signing.

6) To discuss the postponement of the annual meeting of the Town Council due to the Coronavirus emergency and agree to continue with no changes until May 2021.

Resolved – It was agreed to continue with no change.

7) To consider and agree the Annual Governance Statement 2019/2020.

Resolved – The individual statements 1 – 9 were read and agreed. The Annual Governance Statement 2019/2020 was agreed for signing accordingly.

8) To consider and agree the annual accounts for 2019/2020.

Resolved – The annual accounts for 2019/2020 were agreed.

9) To consider and agree the annual Accounting Statement for 2019/2020.

Resolved - The annual Accounting Statement for 2019/2020 was agreed for signing accordingly.



Greg Hewitt Town Clerk 01328 710564  
clerk@wellstowncouncil.org.uk



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## MINUTES CONTINUED

- 10) To consider a proposal that the Town Council support local food shops by producing a leaflet for self-catering visitors informing them of delivery services and a wide range of food supplies. (RA)  
Resolved – To circulate a more generic leaflet promoting all the town’s businesses and services.

11) Reports

a) Town Clerk

The Clerk advised that some emergency work had been organised for trees on the Buttlands due to problems caused by dead branches, a local business had asked to place some picnic benches on the Buttlands but this was declined, a contractor had been engaged to remove some asbestos from an allotment, with regard the recent re-opening of the children’s playing field a cleaning regime has been established and due to being such a confined space it was still not possible to re-open the Clerk’s office to the public.

e) Portfolio Holders/Committees

Councillors thanked Councillor Arguile and the Clerk for operating the central support hub during lockdown.

12) Financial Report & Accounts for Settlement

**Payments during March**

Barclays Bank	Bank Charges	9.65
Anglian Water	Water Rates - Allotments	77.06
Anglian Water	Water Rates - Cemetery	9.10
Total Gas & Power	Street Lighting	210.08
Clerk to the Council	Clerk's salary deposit	1000.00

**Payments 6 April 2019**

Contractor	Bollards	220.00
Clerk to the Council	Salary (net of deposit) & Expenses	222.14
Norfolk Pension Fund	Monthly contribution	499.89
Westcotec Ltd	Street Lighting Maintenance	77.90
HM Revenue & Customs	PAYE 4th quarter	1808.46
Wells Community Hospital	Rent	262.50
Veolia ES (UK) Ltd	Waste Disposal	65.58
Viking	Office Supplies	168.16
The Play Inspection Company Ltd	Playground Inspection	94.50
Avena Environmental Limited	Confidential Waste	94.87
NALC	Subscriptions	411.83
Contractor	Repairs to Skatepark	1285.80
Staff	Litter Picking	385.87
P J & B Jones Ltd	Ground Maintenance	1392.60
Veolia ES (UK) Ltd	Waste Disposal	65.58



## MINUTES CONTINUED

**Payments during April**

Barclay Bank	Bank Charges	9.65
British Telecom	Telephone Service	91.01
NNDC	Rates - Office	60.98
Clerk to the Council	Clerk's Salary Deposit	1000.00

**Payments 4 May 2020**

Contractor	Bollards	220.00
Clerk to the Council	Salary (net of deposit) & Expenses	230.90
Norfolk Pension Fund	Monthly contribution	508.72
Westcotec Ltd	Street Lighting Maintenance	77.90
Wells Community Hospital	Rent	275.63
Veolia	Waste Collection	66.36
Environment Agency	Drainage Charges Allotments	22.80
P Snell	Tap Repair Allotments	32.50
P J & B Jones Ltd	Ground Maintenance	1365.00
Staff	Litter Picking	270.32

**Payments during May**

Norfolk County Council	Parish Partnership - VAS	3074.00
Norfolk County Council	Parish Partnership - Gateway	750.00
NNDC	Rates - Office	56.00
Total Gas & Power	Street Lighting Electricity	217.25
E-on Energy	Buttlands	24.23
CAS Ltd	Insurance	643.93
Clerk to the Council	Clerk's Salary Deposit	1000.00

**Payments 3 June 2020**

Contractor	Bollards	220.00
Clerk to the Council	Salary (net of deposit) & Expenses	230.90
Norfolk Pension Fund	Monthly contribution	508.72
Wells Community Hospital	Rent	275.63
Westcotec Ltd	Street Lighting Maintenance	77.90
Command Pest Control Ltd	Pest Control Cemetery	84.00
P J & B Jones Ltd	Ground Maintenance	1365.00
Contractor KL	Internal Audit	125.00
Staff	Litter Picking	287.76



## MINUTES CONTINUED

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### Payments during June

Total Gas & Power	Street Lighting Electricity	151.57
Lloyds Bank Corporate Card	Payment to Microsoft Office 365	115.80
Contractor - JC	Pest Control Allotments	300.00
Anglian Water	Water Rates - Allotments East End	247.63
Anglian Water	Water Rates - Allotments West End	75.31
Anglian Water	Water Rates - Cemetery	13.40
NNDC - Rates	Rates - Office	56.00
Clerk to the Council	Clerk's Salary Deposit	1000.00
Total Gas & Power	Street Lighting Electricity	148.26
Unity Trust Bank	Bank Charges - quarterly	18.00

### Payments 6 July 2020

Contractor	Bollards	220.00
Clerk to the Council	Salary (net of deposit) & Expenses	230.90
Norfolk Pension Fund	Monthly contribution	508.72
Westcotec Ltd	Street Lighting Maintenance	77.90
Veolia ES (UK) Ltd	Waste Collection	32.40
Veolia ES (UK) Ltd	Waste Collection	98.76
HM Revenue & Customs	PAYE 1st Quarter	1776.78
Wells Community Hospital	Rent - June	275.63
Avena Environmental Limited	Confidential Waste	94.87
Oakfield Arboricultural Services	Tree Survey Buttlands	270.00
The Play Inspection Company Ltd	Playground Inspection	94.50
P Snell	Tap Repair Allotments	42.00
P J & B Jones Ltd	Ground Maintenance	1365.00
Staff	Litter Picking	283.40

### Financial Report & Accounts for Settlement Continued

Resolved – Accounts agreed, accepted and signed

- 13) To confirm Date of Next Meeting - Confirmed as Monday 7 September 2020.

Meeting ends 2005



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