

MINUTES OF THE MEETING OF THETFORD TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, KING'S HOUSE, THETFORD, ON
TUESDAY 29th JANUARY 2019, STARTING AT 7.00 P.M. WITH THE OPEN FORUM

Present:

The Mayor, Councillor R F W Brame

Councillors:

S J Armes
B J Canham
C Harvey
J James
R G Kybird
M Taylor

C R P Burnett
D M Crawford
J Hollis
T J Jermy
M S Robinson
S N H Wright

Officers present:

Tina Cunnell
Chris Crimmen

Town Clerk
Committee Secretary

The Mayor addressed the meeting and asked that as a mark of respect to Councillor John Newton, who will be sadly missed around this table and by residents alike, to stand for a minutes silence. Councillor John Newton hat and robe had been placed on his seat in the Chamber.

OPEN FORUM

A member of the public asked a question regarding the Children's Centre's in Thetford.

Minutes

- 640/18 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
None.
- 641/18 APOLOGIES FOR ABSENCE
Apologies were received from Councillors M P Brindle and F Robinson.
- 642/18 MINUTES
RESOLVED: The minutes of the Council Meeting held on 27th November 2018, excepting those items dealt with following the exclusion of press and public, to be addressed under agenda 652/18 below, to be confirmed as a true record and signed/initialled by the Committee Chairman.
- 643/18 COMMITTEE REPORTS
To receive the following:
a) Civic Committee (minute numbers 535/18 – 547/18) 06/12/2018
RESOLVED: The Civic Committee minutes were adopted as presented.
b) Planning Committee (minutes 548/18 – 557/18) 11/12/2018
RESOLVED: The Planning Committee minutes were adopted as presented.

c) Personnel Committee (minutes 558/18 – 563/18) 08/01/2019

RESOLVED: The Personnel Committee minutes were adopted as presented.

d) ALP Committee (minutes 568/18 – 582/18) 09/01/2019

RECOMMENDATION: That the VEM Committee is asked whether they would include this partnership event in the marketing for town's council's events calendar. Councillors agreed to pay for lights, toilets and security up to £2,000 for 2019 with funds being taken from income for Barnham Cross Common.

RECOMMENDATION: That Thetford Town Council commence the move of the works depot from Telford Way to the Cemetery using three containers for storage of the works equipment. The aim is to complete this move by the 31st March 2019 at a cost not exceeding £10,000.

RECOMMENDATION: That Thetford Town Council approved to go ahead with this play park working in stages with starting with the £15,000 already raised.

RESOLVED: The ALP minutes and recommendations were adopted as presented.

e) Planning committee (minutes 585/18 – 593/18) 15/01/2019

RESOLVED: The Planning Committee minutes were adopted as presented.

f) VEM Committee (minutes 594/18 – 606/18) 16/01/2019

RECOMMENDATION: That Thetford Town Council adopt Access Option 3.1 (pages 14 & 15) Cost £11,000 excluding VAT. The VEM Officer will request the architects add a handrail on the wall side.

RECOMMENDATION: That Thetford Town Council adopt Layout Option 2 (pages 19 & 23) Cost £67,100 excluding VAT.

Note: The first recommendation was passed by Council but the second recommendation, proposed by Councillor J Hollis and seconded by Councillor M Taylor, was referred back to the VEM Committee to:

- Clarify where the funding should come from for Layout Option 2.
- Revisit the inside of Layout 2 and consider any safeguarding issues of a multi gender use of toilet facilities.

RESOLVED: The VEM Committee minutes and recommendation 1 was adopted as presented.

g) Cemetery Committee (minutes 621/18 – 631/18) 17/01/2019

RESOLVED: The Cemetery Committee minutes were adopted as presented.

h) Finance Committee (minutes 631/18 – 639/18) 22/01/2019

RECOMMENDATION: To adopt the financial reports for the Months of 8 & 9 and the schedule of payments for November 2018 and December 2018 included therein.

RESOLVED: The Finance Committee minutes and recommendation were adopted as presented.

644/18

MAYOR'S REMARKS AND REPORT

The Mayor reported that last three month were very busy with many events attended.

Events Attended and Forthcoming Events.

Events attended since the last meeting

Mayor of Thetford Councillor Roy Brame

November

29 Trainee Gunner Graduation Ceremony at RAF Honington

30 Christmas Light Switch-On Event

Admirals Academy Singers Christmas Event "A Christmas Surprise"

December

1 Official Opening of Thetford Methodist Church Christmas Tree Festival

2 Starting the Santa Run at the Market Place

3 Mayor of St Edmundsbury Carol Service

4 Mayor of Diss Carol Concert

5 RAFA Christmas Dinner at RAF Honington

6 Presidents Sporting Club/Essex Disabled Sports Foundation Lunch

Thetford Music Project Christmas Concert

7 RAF Lakenheath & Mildenhall Yuletide Winter Reception at RAF Lakenheath

12 Mayor of Haverhill Carol Service

14 Opening of the Olive Edis Photographer Exhibition at Ancient House Museum

Mayor's Carol Service

15 Thetford Singers Christmas Concert

16 Chairman of Forest Heath Carol Service

Children's Christmas Party at the Thomas Paine Hotel

19 Carols by Candlelight at Cloverfield Church

21 Thetford Voices Christmas Carol Service

25 Mayor's Christmas Day Visits

January

6 Presentation for the County Cross Country Championships

10 Funeral service for Harbinder Singh

- 16 Thetford Business Forum breakfast at Thetford Garden Centre
- 20 Mayor of Ipswich Civic Service
- 24 Funeral Service for John Newton
- 25 Launch of Tripstart Breckland
Thetford Players Pantomime 'The Wizard of Oz'
- 28 Holocaust Day Memorial Service

Deputy Mayor of Thetford Councillor Mrs Brenda Canham
November

- 29 Official opening of the YMCA shop

December

- 5 Friends of Ancient House Museum Annual General Meeting
Christmas Social at the United Reformed Church

List of Forthcoming Events

- 11 March 2019 Commonwealth Day
- 5 April 2019 Mayor's Ball in the Carnegie Room
- 28 April 2019 RAF Honington Freedom Parade

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TOWN COUNCIL REPRESENTATIVES ON OTHER BODIES

The following reports were received from Councillors:

- Councillor S Armes reported on the Thetford Twinning Association AGM on 11th January 2019. Due to no nominations for committee members it was agreed to wind up the Association on 6th September 2019 after events already planned for the summer had taken place.
- Councillor D Crawford reported that the Charles Burrell Centre Limited is setting up a new Governance System.

646/18

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

The following reports were received from Councillors:

- Councillor T Jermy reported that 15 Children's Centres have been saved which included one in Thetford.
- He reported that NORSE, who work on pothole, drains and other road issues, are being privatised to save £500,000.
- He reported on NCC Land and Assets Committee who dispose of unwanted assets which amount to £4.5m last year. They have been targeted to increase that amount to £10m in the coming year.
- Councillor R Brame reported on the Kingsway Children's Centre being kept open.
- He reported on Breckland District Council and Kickstart project to providing transport for residents to get to and from work and community group activities in the minibus service provided.

647/18

PREPARATION FOR ELECTIONS.

Councillors discussed ways of attracting new candidates. There followed a discussion and Councillor R Brame proposed and Councillor D Crawford seconded:

RESOLVED: That Thetford Town Council invite people interested in serving as a Councillor to a "Meet the Council" evening in the Council Chamber at 6 pm on 12th February 2019 and to hold afternoon meetings in the tea rooms of the Guildhall, the Carnegie and the Charles Burrell Centre where there is lots of footfall.

- 648/18 ITEMS OF URGENT BUSINESS AS AN AGENDA ITEM
Following a legal article from the Clerk Magazine being circulated to Councillors there was a discussion on this issue. Councillor R Brame proposed and Councillor B Canham seconded:
RESOLVED: That Thetford Town Council replace the agenda “Items of Urgent Business” with the heading “Committee Officers Update” which would allow Councillors to receive any update from the Committee Officer since the issue of the agenda.
- 649/18 SAGE FORMAT ACCOUNTS
Councillors discussed and agreed the appropriate Sage format for finance reporting for Committee and Full Council meetings. An example of the Sage format was tabled and there followed a discussion and Councillor B Canham proposed and Councillor R Brame seconded:
RESOLVED: That Thetford Town Council use the Sage format reporting for all Committee and Full Council meetings. It was noted that this format must not show the names of individuals or companies.
- 650/18 ITEMS OF URGENT BUSINESS
None.
- 651/18 COMMUNITY ENGAGEMENT
None.
- 652/18 EXCLUSION OF PRESS AND PUBLIC
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.
- 653/18 COMMITTEE REPORTS
To receive Committee minutes recorded below the line:
- a) Full Council (minutes 533/18 – 534/18) 27/11/2019.
 - b) Personnel Committee minutes 564/18 – 565/18 08/01/2019
 - c) ALP Committee (minutes 583/18 – 584/18) 09/01/2019

Chairman.