

MINUTES OF A MEETING OF THE CIVIC COMMITTEE  
HELD IN THE COUNCIL CHAMBER, KING'S HOUSE,  
THETFORD, ON THURSDAY 31<sup>st</sup> JANUARY 2109 AT 10.00 a.m.

Present

The Mayor Councillor R F W Brame

Councillors:

S Armes (Chairman)

C Harvey

J James (Vice Chairman)

B J Canham

J Hollis

Officers in attendance:

Kerry Leeder

David Brooks

Chris Crimmen

Civic Secretary

VEM Officer

Committee Secretary

Also in attendance:

Margaret Ince for agenda number 658/19.

MINUTES

654/18 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS  
None.

655/18 APOLOGIES FOR ABSENCE  
Apologies were received from Councillors R G Kybird, F Robinson and S N H Wright.

656/18 MINUTES  
**RESOLVED: The minutes of the Committee's meeting, held on 6<sup>th</sup> December 2018, as received by Full Council on 29<sup>th</sup> January 2019, be confirmed as a true record and signed/initialled by the Chairman.**

657/18 ACTION POINTS  
The Chairman reviewed last month's action points:

- The Freedom of Thetford is on the agenda.
- Flaggging up Thetford has passed to the VEM committee.
- The video of the Civic Regalia will be filmed at the Ceremonial Full Council meeting on 26<sup>th</sup> February 2019.
- The bunting is on the agenda.
- The welcome pack has been taken off the agenda.

658/18 THETFORD TWINNING ASSOCIATION  
Margaret Ince of the Twinning Association reported that as there were no nominations for the committee to run the TTA the previous committee will run the TTA until after any events have taken place. Then the association will be disbanded on an Extraordinary General Meeting on 6<sup>th</sup> September 2019.

659/18 CORPORATE PRIORITIES  
The Chair asked Councillors to discuss and agree the priorities for 2019/20. After a discussion it was agreed that the Committee should

concentrate on one priority and do that well. Councillor J James proposed and Councillor B Canham seconded:

**RESOLVED: That the Civic Committee priority for 2019/20 is: Investigate how Global Civic Links can be forged and implemented.**

660/18

BUNTING AND FLAGS

It was decided by the Committee that the matter of the purchase of bunting to share with the Twinning Association should be dropped in view of their decision to disband. The production of the Thetford Town Council flag is still ongoing.

661/18

FREEDOM OF THETFORD RAF HONINGTON

Councillors received an update from the VEM Officer who had had meetings with the Town Clerk and RAF personnel.

- He confirmed the date of the ceremony will be Sunday 28<sup>th</sup> April 2019.
- The Parade will start at 12 noon and he outlined the route to be taken.
- The Civic Reception will be for invited guests only and will be held in the Carnegie. Only ticketed guests will be allowed in. The cost of the function being prepared in-house will be £675.00.
- The police are aware of all these details but the Council will have to employ security marshals at a cost of £240.
- The above costs are in addition the printing costs agreed at the Civic Meeting on the 6<sup>th</sup> December 2018 (minute number 544/18) where printing costs of £1,009.25p.
- It was agreed that Councillors should wear robes and hats at this event.

After a discussion Councillor J James proposed and Councillor S Armes seconded:

**RESOLVED: That Thetford Town Council agree that a £1,500 budget be provided from Civic Reserves to cover the costs of the Freedom of the Town Civic Reception catering and Marshals for the parade.**

662/18

BUDGET

The Chairman asked if there were any questions regarding the budget which had been sent to Councillors prior to the meeting. There were no questions or observations.

663/19

DISCUSS CREATING LINKS BETWEEN THETFORD AND THE PUNJAB

The Mayor briefed Councillors that he had received a letter from Lt General T S Shergill PVSM stating he would be most happy to work on formalising bilateral heritage tourism between Punjab and Thetford and will take it up with the Chief Minister Punjab Captain Arminder Singh. This matter had been discussed fully under minute number 659/18 when the committee had decided that the Civic Committee priority for 2019/20 is to investigate how Global Civic Links can be forged and implemented. It was decided that the Mayor will write to the Chief Minister of the Punjab to start to investigate how these links will be forged and let the committee know his findings.

664/18

COMMUNITY ENGAGEMENT

None.

<b>ACTION POINTS</b>	<b>BY WHOM</b>	<b>BY WHEN</b>
To write to the Chief Minister of the Punjab to start to investigate how the links will be forged with Thetford	The Mayor	ASAP
The Mayor to seek guidance as to where the Thetford Town seal should be sent on behalf of Harbinder Singh	The Mayor	ASAP
To investigate the cost and design of the Town Flag in time for the Freedom of the Town parade.	Civic Secretary	ASAP

Chairman.

DRAFT