

MINUTES OF MAYOR MAKING OF THETFORD TOWN COUNCIL
HELD IN THE LARGE COURT OF THE GUILDHALL ON
FRIDAY 17th MAY 2019 STARTING AT 7 P.M.

Present

The Mayor, Councillor RFW Brame: Chairman for item 01/19 only

Councillors

Mrs C Barreto	R F W Brame (Mayor)
M P Brindle	C R P Burnett
Mrs B J Canham (Mayor Elect)	C Harvey
Mrs J Hollis	Mrs J James
T J Jermy	D Hodgkinson
J Butler	S N H Wright
M S Robinson	M Taylor
D Crawford	

Minutes

01/19 ELECTION OF THE TOWN MAYOR FOR MAYORAL YEAR 2019/20

The outgoing Mayor, Councillor R Brame presides, asking for nominations:
Councillor Mr D Crawford proposed Councillor Mrs B J Canham
Councillor M Brindle seconded the motion

RESOLVED: That Councillor Mrs B J Canham be elected Town Mayor for the Mayoral Year 2019/20.

The newly elected Mayor, Councillor Mrs B J Canham, thereupon read out and signed her Declaration of Acceptance of the Mayoral Office and assumed the chair.
The Town Clerk introduced the Junior Town Crier, who issued a Welcome Proclamation to the New Mayor.

02/19 PRAYERS

The Mayor announced the Mayor's Chaplain for 2019/20 would be Rev Peter Herbert who led those assembled in prayer.

03/19 APOLOGIES FOR ABSENCE

There were no apologies, all Councillors were present.

04/19 MINUTES FROM LAST ORDINARY COUNCIL MEETING

The Town Clerk proposed that, given the essentially ceremonial nature of Mayor-Making, consideration of the minutes from the meeting held on 29th April 2019 will take place at the next ordinary meeting, scheduled for Tuesday 28th May 2019.

05/19 VOTE OF THANKS TO THE OUTGOING TOWN MAYOR

Moved by Councillor J Hollis and seconded by Councillor M P Brindle it was:

RESOLVED: That the outgoing Mayor, Councillor RFW Brame be sincerely thanked for all he had accomplished in his Mayoral year.

Councillor RFW Brame replied that he wished the new Mayor success in her Mayoral year and thanked the councillors for all their support during his Mayoral year.

06/19 NEW MAYOR'S COMMUNICATIONS

The Mayor welcomed her fellow councilors and member of the public, and advised them of the following dates for their diaries.

Soapbox Challenge 26th May King Street
Civic Reception 21st June The Carnegie

Civic Service 23rd June St Cuthbert's Church.
RAF Honington Freedom Parade 9th June Market Square
River Day 20th July

My focus for this year is communities, as there are many small groups that give up their time for others within our town. Tonight I'm going to mention a few:

CAWRA residents litter group
Norwich Road Estate Residents Association
GW Staniforth Trust Sharon Nash and Emma Kelly
Run Breckland Sharon Nash, Sue Colledge and Graham Wade
Cats Protection Group
Hearing Dogs Lisa Marie and Maxine plus Walter
School Readers Project Chloe and Ricky Aylott
Charles Burrell Museum
Alms Houses
Meet N Eat Sharon Thompson
Sex Weeds and Rock N Roll
Link Up Breckland talking newspaper for the blind
Dads Army Museum

There will be many more that I will look forward to supporting during my Mayoral year. All of these groups work for free to enhance the community of Thetford so thank you to them all for what they do.

This is why I have chosen to champion communities for my Mayoral year and my fund raising for the year will be to enhance the town center. Whether it be for the Thomas Paine statue, the trim trail or King Street Square. Consultations will take place in the near future about projects and I look forward to your support with these projects.

07/19 ELECTION OF THE DEPUTY-TOWN MAYOR FOR MAYORAL YEAR 2018/19

The Mayor introduced this item, asking for a proposer and seconder.

Councillor Mrs J Hollis proposed Councillor M Robinson.

Councillor Mrs J James seconded the motion.

RESOLVED: That Councillor M Robinson be elected Deputy Town Mayor for the Mayoral Year 2019/20

Councillor M Robinson then read out and signed the Declaration of Acceptance of Office.

08/19 COMMITTEE STRUCTURE FOR MAYORAL YEAR 2019/20

The Mayor introduced this item, asking for a proposer and seconder for Annex A.

Councillor S N H Wright proposed and Councillor Mrs J James seconded the motion.

RESOLVED: That Document A, hereto annexed, be duly adopted.

09/19 MEETINGS CALENDAR FOR MAYORAL YEAR 2019/20

The Mayor introduced this item, asking for a proposer and seconder for Annex B.

Councillor TJ Jermy proposed and Councillor Mrs J James seconded the motion.

RESOLVED: That Document B hereto annexed, be duly adopted, accepting that some Committee dates have yet to be set.

10/19 COMMITTEE MEMBERSHIP FOR MAYORAL YEAR 2019/20

The Mayor introduced this item, asking for a proposer and seconder for Annex C.

Councillor S Wright proposed and Councillor Mrs J James seconded the motion.

RESOLVED: That the Document C hereto annexed, be duly adopted.

11/19 APPOINTMENT AND NOMINATION OF TOWN COUNCIL REPRESENTATIVES TO SERVE ON OTHER BODIES IN MAYORAL YEAR 2019/20

The Mayor introduced this item, asking for a proposer and seconder for Annex D.

Councillor D Crawford proposed and Councillor Mrs J Hollis seconded the motion.

RESOLVED: That Document D hereto annexed, be duly adopted

12/19 INSPECTION OF THE HOMEGUARD

The Mayor inspected the Thetford Dads Army platoon and thanked them for all the good work they do to promote the Town of Thetford.

Chairman:

THETFORD TOWN COUNCIL
COMMITTEE STRUCTURE 2019/20

The following Committees will function in Mayoral Year 2019/20:

- a) Allotments
- b) Amenities, Land and Property
- c) Cemetery
- d) Civic
- e) Finance
- f) Personnel
- g) Planning
- h) Venues, Events and Marketing

Thetford Town Council
MEETINGS CALENDAR 2019/20

2019

MAY

Tuesday	7 th	7.00 p.m.	Annual Town Meeting
Wednesday	8 th	6.00 p.m.	Councillor Induction
Thursday	9 th	7.00 p.m.	Special Full Council
Monday	13 th	7.00 p.m.	Councillor Training
Tuesday	14 th	7.00 p.m.	Planning Committee
Friday	17 th	7.00 p.m.	Mayor Making
Monday	20 th	7.00 p.m.	Councillor Training
Tuesday	21 st	6.00 p.m.	Finance Committee
Tuesday	28 th	7.00 p.m.	COUNCIL

JUNE

Tuesday	4 th	4.00 p.m.	Personnel Committee
Wednesday	5 th	2.00 p.m.	Amenities, Land and Property Committee
Tuesday	11 th	7.00 p.m.	Planning Committee
Wednesday	12 th	1.00 p.m.	Venues, Events and Marketing Committee
Tuesday	18 th	6.00 p.m.	Finance Committee
Tuesday	25 th	7.00 p.m.	COUNCIL

JULY

Tuesday	2 rd	4.00 p.m.	Personnel Committee
Wednesday	3 rd	2.00 p.m.	Amenities, Land and Property Committee
Tuesday	9 th	7.00 p.m.	Planning Committee
Wednesday	10 th	1.00 p.m.	Venues, Events and Marketing Committee
Thursday	18 th	10.00 a.m.	Cemetery Committee
Thursday	18 th	11.30 a.m.	Allotments Committee
Tuesday	23 rd	6.00 p.m.	Finance Committee
Tuesday	30 th	7.00 p.m.	COUNCIL

AUGUST

Tuesday	13 th	7.00 p.m.	Planning Committee
Tuesday	20 th	6.00 p.m.	Finance Committee
NO COUNCIL.			

SEPTEMBER

Tuesday	3 rd	4.00 p.m.	Personnel Committee
Wednesday	4 th	2.00 p.m.	Amenities, Land and Properties Committee
Thursday	5 th	10.00 a.m.	Civic Committee
Tuesday	10 th	7.00 p.m.	Planning Committee
Wednesday	11 th	1.00 p.m.	Venues, Events and Marketing Committee
Tuesday	17 th	6.00 p.m.	Finance Committee
Tuesday	24 th	7.00 p.m.	COUNCIL

OCTOBER

Tuesday	1 st	4.00 p.m.	Personnel Committee
Wednesday	2 nd	2.00 p.m.	Amenities, Land and Properties Committee
Tuesday	8 th	7.00 p.m.	Planning Committee
Wednesday	9 th	1.00 p.m.	Venues, Events and Marketing Committee
Thursday	17 th	10.00 a.m.	Cemetery Committee
Thursday	17 th	11.30 a.m.	Allotments Committee
Tuesday	22 rd	6.00 p.m.	Finance Committee
Tuesday	29 th	7.00 p.m.	COUNCIL

NOVEMBER

Tuesday	5 th	4.00 p.m.	Personnel Committee
Wednesday	6 th	2.00 p.m.	Amenities, Land and Property Committee
Tuesday	12 th	7.00 p.m.	Planning Committee
Wednesday	13 th	1.00 p.m.	Venues, Events and Marketing Committee
Tuesday	19 th	6.00 p.m.	Finance Committee
Tuesday	26 th	7.00 p.m.	COUNCIL (Ceremonial)

DECEMBER

Tuesday	10 th	7.00 p.m.	Planning Committee
Tuesday	17 th	6.00 p.m.	Finance Committee

NO COUNCIL

2020

JANUARY

Wednesday	8 th	2.00 p.m.	Amenities, Land and Properties Committee
Thursday	9 th	10.00 p.m.	Civic Committee
Tuesday	14 th	7.00 p.m.	Planning Committee
Wednesday	15 th	1.00 p.m.	Venues, Events and Marketing Committee
Thursday	16 th	10.00 a.m.	Cemetery Committee
Thursday	16 th	11.30 a.m.	Allotment Committee
Tuesday	21 st	6.00 p.m.	Finance Committee
Tuesday	28 th	7.00 p.m.	COUNCIL

FEBRUARY

Tuesday	4 th	4.00 p.m.	Personnel Committee
Wednesday	5 th	2.00 p.m.	Amenities, Land and Properties Committee
Tuesday	11 th	7.00 p.m.	Planning Committee
Wednesday	12 th	1.00 p.m.	Venues, Events and Marketing Committee
Tuesday	18 th	6.00 p.m.	Finance Committee
Tuesday	25 th	7.00 p.m.	COUNCIL (Ceremonial)

MARCH

Tuesday	3 rd	4.00 p.m.	Personnel Committee
Wednesday	4 th	2.00 p.m.	Amenities, Land and Property Committee
Tuesday	10 th	7.00 p.m.	Planning Committee
Wednesday	11 th	1.00 p.m.	Venues, Events and Marketing Committee
Tuesday	24 th	6.00 p.m.	Finance Committee
Tuesday	31 st	7.00 p.m.	COUNCIL

APRIL

Tuesday	7 th	4.00 p.m.	Personnel Committee
Wednesday	8 th	2.00 p.m.	Amenities, Land and Property Committee
Tuesday	14 th	7.00 p.m.	Planning Committee
Wednesday	15 th	1.00 p.m.	Venues, Events and Marketing Committee
Thursday	16 th	10.00 a.m.	Cemetery Committee
Thursday	16 th	11.30 a.m.	Allotment Committee
Tuesday	21 st	6.00 p.m.	Finance Committee
Tuesday	28 th	7.00 p.m.	COUNCIL

MAY

Tuesday	5 th	7.00 p.m.	Annual Town Meeting
Wednesday	6 th	2.00 p.m.	Amenities, Land and Property Committee
Thursday	7 th	10.00 a.m.	Civic Committee
Friday	8 th	7.00 p.m.	Mayor Making
Tuesday	12 th	7.00 p.m.	Planning Committee
Wednesday	13 th	1.00 p.m.	Venues, Events and Marketing Committee
Tuesday	19 th	6.00 p.m.	Finance Committee
Tuesday	26 th	7.00 p.m.	COUNCIL

THETFORD TOWN COUNCIL

COMMITTEE MEMBERSHIP 2019/20

The Town Mayor is an *ex officio* member of all Committees listed below.

Note: Membership of Committees may change in the course of the Mayoral Year. Committee Chairmen and Vice-Chairmen are elected at the first meetings of the respective Committees.

- **Town Mayor: Councillor Brenda Canham**

(a) Allotments

Councillor Colin Burnett
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Jenny Hollis

(b) Amenities, Land and Property

Councillor Carla Barreto
Councillor Roy Brame
Councillor Mike Brindle
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Dave Hodgkinson
Councillor Jenny Hollis
Councillor Jane James
Councillor Terry Jermy

(c) Cemetery

Councillor Brenda Canham
Councillor Denis Crawford
Councillor Dave Hodgkinson
Councillor Jenny Hollis

(d) Civic

Councillor Carla Barreto
Councillor Roy Brame
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Jenny Hollis
Councillor Jane James
Councillor Stuart Wright

(e) **Finance**

Councillor Roy Brame
Councillor Mike Brindle
Councillor Colin Burnett
Councillor Janice Butler
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Jane James

(f) **Personnel**

Councillor Roy Brame
Councillor Mike Brindle
Councillor Janice Butler
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Jenny Hollis
Councillor Mark Robinson
Councillor M Taylor

(g) **Planning**

[Note: all Councillors are members.]

(h) **Venues, Events and Marketing**

Councillor Carla Barreto
Councillor Colin Burnett
Councillor Janice Butler
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Jenny Hollis
Councillor Mark Robinson
Councillor Stuart Wright

THETFORD TOWN COUNCIL

TOWN COUNCIL REPRESENTATIVES SERVING ON OTHER BODIES
IN MAYORAL YEAR 2019/20

Situation as at 17th May 2019:

Burrell Museum Board of Trustees

Councillor B Canham

Diss, Thetford and District Citizens Advice Bureau

Mayor of the Day

Alternate: Deputy Mayor

Charles Burrell Centre Ltd Directors

Councillor M Brindle

Councillor D Crawford

Energy Power Resources Thetford

Councillor S N H Wright

Councillor R Brame

Greater Thetford Development Partnership

Councillor J James

Councillor M Robinson

Alternate: Councillor B Canham

Alternate: Councillor S N H Wright

Greater Thetford Development Partnership

GTDP Community Sub-Group

Councillor C Barreto

Alternate: Councillor D Crawford

Nunnery Lakes Advisory Committee

Councillor C Harvey

Alternate: Councillor J Butler

Safer Thetford Action Group

Councillor D Crawford

Councillor J James

Thetford Municipal and United Charities (4-year term)

Councillor B Canham

Councillor J Hollis

Thetford Music Project

Councillor J James

Alternate: Councillor C Barreto

Thetford Society

The Mayor of the Day

Thetford Tourism and Heritage Partnership

Councillor S N H Wright