

MINUTES OF MAYOR MAKING OF THETFORD TOWN COUNCIL
HELD IN THE GUILDHALL, THETFORD ON
FRIDAY 6th MAY 2022 STARTING AT 7 P.M.

Present:

The Deputy Mayor, Councillor J James

Councillors:

C Barreto, B Canham, S Dowling, D Crawford, C Harvey,
D Hodgkinson, J Hollis, T Jermy, B Tullett. S Wright.

MINUTES

01/22	<p><u>ELECTION OF THE TOWN MAYOR FOR MAYORAL YEAR 2022/23</u> The outgoing Mayor, Councillor M Brindle was absent due to illness, so the Town Clerk asked for nominations: Councillor C Harvey proposed Councillor J James. Councillor D Crawford seconded the motion. RESOLVED: That Councillor J James be elected Town Mayor for the Mayoral Year 2022/23. The Mayor read out and signed her Declaration of Acceptance of office.</p>
02/22	<p><u>PRAYERS</u> The Mayor announced the Mayor's Chaplain for 2022/23 would be the Reverend Doctor Peter Herbert who led those assembled in prayer.</p>
03/22	<p><u>APOLOGIES FOR ABSENCE</u> Apologies for absence were received from Councillors R Brame, M Brindle and M Robinson. Absent: Councillors K Parker and M Taylor.</p>
04/22	<p><u>MINUTES FROM LAST ORDINARY COUNCIL MEETING</u> The Town Clerk proposed that, given the essentially ceremonial nature of Mayor-Making, consideration of the minutes from the meeting held 26th April 2022 will take place at the next ordinary meeting, scheduled for Tuesday 31st May 2022.</p>
05/22	<p><u>VOTE OF THANKS TO THE OUTGOING TOWN MAYOR</u> APPENDIX A. Moved by Councillor S Wright and seconded by Councillor D Crawford it was: RESOLVED: That the outgoing Mayor, Councillor M Brindle be sincerely thanked for all he had accomplished in her Mayoral Year. Councillor S Wright thanked the outgoing Mayor, Councillor M Brindle.</p>
06/22	<p><u>NEW MAYOR'S COMMUNICATIONS</u> APPENDIX B The Mayor addressed the meeting and announced her charity for her Mayoral Year:</p> <ul style="list-style-type: none"> • Norfolk Reading Project. <p>The Mayor highlighted the upcoming Platinum Jubilee Celebrations commencing Thursday 2nd June 2022.</p>

	<p>Planned Civic events:</p> <ul style="list-style-type: none"> • Civic Reception – Friday 27th May 2022 • Civic Service – Sunday 29th May 2022 • Mayor’s Carol Service – Friday 9th December 2022 • Mayor’s Christmas Lunch – Thursday 22nd December • Mayoral Charity Fundraising Event – Friday 10th February 2023 • Mayor’s Ball – Friday 28th April 2023
07/22	<p><u>ELECTION OF THE TOWN DEPUTY MAYOR FOR MAYORAL YEAR 2022/23</u> Councillor C Harvey proposed Councillor S Wright. Councillor T Jermy seconded the motion. RESOLVED: That Councillor S Wright be elected Town Deputy Mayor for the Mayoral Year 2022/23. Councillor S Wright read out and signed the Declaration of Acceptance of Office.</p>
08/22	<p><u>MEETINGS CALENDAR FOR MAYORAL YEAR 2022/23</u> ANNEX B. The Meetings Calendar was circulated prior to the meeting. Councillor B Canham proposed and Councillor D Hodgkinson seconded: RESOLVED: That Document B hereto annexed, be duly adopted.</p>
09/22	<p><u>COMMITTEE STRUCTURE FOR MAYORAL YEAR 2022/23</u> ANNEX A. The Committee Structure was circulated prior to the meeting. Councillor B Tullett proposed and Councillor J Hollis seconded: RESOLVED: That Document A, hereto annexed, be duly adopted.</p>
10/22	<p><u>COMMITTEE MEMBERSHIP FOR MAYORAL YEAR 2022/23</u> ANNEX C. The Committee Membership document was circulated prior to the meeting. Councillor S Dowling proposed and Councillor T Jermy seconded: RESOLVED: That Document C hereto annexed, be duly adopted.</p>
11/22	<p><u>APPOINTMENT AND NOMINATION OF TOWN COUNCIL REPRESENTATIVES TO SERVE ON OTHER BODIES IN MAYORAL YEAR 2022/23</u> ANNEX D. Town Council Representatives document was circulated prior to the meeting. Councillor C Barreto proposed, and Councillor B Canham seconded: RESOLVED: That Document D hereto annexed, be duly adopted.</p>

Chairman.

ANNEX A

THETFORD TOWN COUNCIL
COMMITTEE STRUCTURE 2022/23

The following Committees will function in Mayoral Year 2022/23:

- a) Allotments
- b) Amenities
- c) Cemetery
- d) Heritage and Town Events
- e) Finance
- f) Personnel
- g) Planning
- h) Venues and Communications

ANNEX B **THETFORD TOWN COUNCIL**
MEETINGS CALENDAR 2022/23

MAY 2022

Friday	6 th	7.00 pm.	Mayor Making
Tuesday	10 th	2.00 pm.	Personnel
Tuesday	10 th	7.00 pm	Planning
Wednesday	11 th	1.00 pm	Venues and Communications Committee
Tuesday	24 th	6.00 pm	Finance
Tuesday	31 st	7.00 pm.	Full Town Council

JUNE

Wednesday	1 st	2.00 pm.	Amenities Committee
Wednesday	8 th	2.00 pm	Venues and Communications Committee
Thursday	9 th	10.00 am	Heritage and Town Events
Tuesday	14 th	2.00 pm.	Personnel Committee
Tuesday	14 th	7.00 pm.	Planning Committee
Thursday	16 th	10.00 am.	Allotments Committee
Tuesday	21 st	6.00 pm.	Finance Committee
Tuesday	28 th	7.00 pm.	Full Town Council

JULY

Wednesday	6 th	2.00 pm.	Amenities Committee
Tuesday	12 th	2.00 pm.	Personnel Committee
Tuesday	12 th	7.00 pm.	Planning Committee
Wednesday	13 th	1.00 pm.	Venues and Communications Committee
Thursday	14 th	10.00 am.	Cemetery Committee
Tuesday	19 th	6.00 pm.	Finance Committee
Tuesday	26 th	7.00 pm.	Full Town Council

AUGUST

Thursday	4 th	10.00 am.	Heritage and Town Events Committee
Tuesday	9 th	7.00 pm.	Planning Committee
Thursday	11 th	10.00 am.	Allotments Committee

Tuesday 16th 6.00 pm. Finance Committee
NO FULL COUNCIL IS SCHEDULED FOR THIS MONTH

SEPTEMBER

Wednesday 7th 2.00 pm. Amenities Committee
Thursday 8th 10.00 am. Cemetery Committee
Tuesday 13th 2.00 pm. Personnel Committee
Tuesday 13th 7.00 pm. Planning Committee
Wednesday 14th 1.00 pm. Venues and Communications Committee
Tuesday 20th 6.00 pm. Finance Committee
Tuesday 27th 7.00 pm. Full Town Council

OCTOBER

Wednesday 5th 2.00 pm. Amenities Committee
Thursday 6th 10.00 am. Allotments Committee
Tuesday 11th 2.00 pm. Personnel Committee
Tuesday 11th 7.00 pm. Planning Committee
Wednesday 12th 1.00 pm. Venues and Communications Committee
Thursday 13th 10.00 am. Heritage and Town Events Committee
Tuesday 18th 6.00 pm. Finance Committee
Tuesday 25th 7.00 pm. Full Town Council

NOVEMBER

Wednesday 2nd 2.00 pm. Amenities Committee
Tuesday 8th 2.00 pm. Personnel Committee
Tuesday 8th 7.00 pm. Planning Committee
Wednesday 9th 1.00 pm. Venues and Communications Committee
Thursday 10th 10.00 am. Cemetery Committee
Tuesday 22nd 6.00 pm. Finance Committee
Tuesday 29th 7.00 pm. Ceremonial Full Town Council

DECEMBER

Thursday 1st 10.00 am. Heritage and Town Events Committee
Tuesday 6th 7.00 pm. Planning Committee
Tuesday 13th 6.00 pm. Finance Committee

NO FULL COUNCIL IS SCHEDULED FOR THIS MONTH

JANUARY 2023

Wednesday 4th 2.00 pm. Amenities Committee
Tuesday 10th 2.00 pm. Personnel Committee
Tuesday 10th 7.00 pm. Planning Committee
Wednesday 11th 1.00 pm. Venues and Communications Committee
Thursday 12th 10.00 am. Allotments Committee
Tuesday 24th 7.00 pm. Finance Committee
Tuesday 31st 7.00 pm. Full Town Council

FEBRUARY

Wednesday 1st 2.00 pm. Amenities Committee
Thursday 2nd 10.00 am. Heritage and Town Events Committee
Tuesday 7th 2.00 pm. Personnel Committee
Tuesday 7th 7.00 pm. Planning Committee
Wednesday 8th 1.00 pm. Venues and Communication Committee
Thursday 9th 10.00 am. Cemetery Committee
Tuesday 21st 6.00 pm. Finance Committee
Tuesday 28th 7.00 pm. Ceremonial Full Town Council

MARCH

Wednesday	1 st	2.00 pm.	Amenities Committee
Tuesday	7 th	2.00pm	Personnel Committee
Tuesday	7 th	7.00 pm.	Planning Committee
Wednesday	8 th	1.00 pm.	Venues and Communications Committee
Thursday	9 th	10.00 am.	Allotments Committee
Tuesday	21 st	6.00 pm.	Finance Committee
Tuesday	28 th	7.00 pm.	Full Town Council

APRIL

Wednesday	5 th	2.00 pm.	Amenities Committee
Thursday	6 th	10.00 am	Heritage and Town Events Committee
Tuesday	11 th	2.00 pm.	Personnel Committee
Tuesday	11 th	7.00 pm.	Planning Committee
Wednesday	12 th	1.00 pm.	Venues and Communications Committee
Thursday	13 th	10.00 am.	Cemetery Committee
Tuesday	18 th	6.00 pm.	Finance Committee
Tuesday	25 th	7.00 pm.	Full Town Council

ANNEX C

THETFORD TOWN COUNCIL COMMITTEE MEMBERSHIP 2022/23

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

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

- (a) **Allotments**
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Barbara Tullett
- (b) **Amenities**
Councillor Carla Barreto
Councillor Denis Crawford
Councillor Chris Harvey
Councillor David Hodgkinson
Councillor Terry Jermy
Councillor Mike Brindle
Councillor Ken Parker
Councillor Susan Dowling
Councillor Barbara Tullett
Councillor Stuart Wright
Councillor Roy Brame

- (c) **Cemetery**
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Terry Jermy
- (e) **Finance**
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Jane James
Councillor Barbara Tullett
- (d) **Heritage and Town Events**
Councillor Jane James
Councillor Stuart Wright
Councillor Carla Barreto
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Jenny Hollis
Councillor Ken Parker
Councillor Barbara Tullett
Councillor Susan Dowling
- (f) **Personnel**
Councillor Mike Brindle
Councillor Brenda Canham
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Jen Hollis
Councillor Susan Dowling
Councillor Barbara Tullett
Councillor Roy Brame
- (g) **Planning**
All 16 Councillors are members.
- (h) **Venues and Communications**
Councillor Carla Barreto
Councillor Denis Crawford
Councillor Chris Harvey
Councillor Terry Jermy
Councillor Mike Brindle
Councillor Ken Parker
Councillor Stuart Wright
Councillor Brenda Canham
Councillor Roy Brame
Councillor Mark Robinson
Councillor Jen Hollis

Situation as at 21st May 2022:

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 Partnership

Councillor M Robinson

Alternate: Councillor B Canham

Alternate: Councillor S N H Wright

Safer Thetford Action Group

Councillor D Crawford

Thetford Municipal and United Charities (4-year term)

Councillor B Canham

Thetford Music Project

Councillor C Barreto

Thetford Society

The Mayor of the Day

Thetford Tourism and Heritage Partnership

Councillor S N H Wright

APPENDIX A

Mayor's Musings

It was a great honour to be elected Mayor of Thetford. Corinne, the Mayoress, and I came here in 1987, have made a happy home and never thought of leaving. It has been wonderful to be

able to meet so many people and take part in so many activities in our town. Although Covid has limited our opportunities, we have been deeply impressed by the way people have rallied round to support one another. We really are a town of volunteers.

We are also a town of businesses. There are over fifty at the Charles Burrell Centre alone where I have always been involved, so I thought I knew, but there are so many more of enormous variety of size and product or service. We have tried to encourage business through existing organisations and the Thetford Business Awards at the Thomas Paine Hotel, the Thetford Business Forum at Thetford Garden Centre, and also by personal visits to local businesses, especially retail, and giving them support and publicity with our Love Thetford campaign.

Sadly, we have been unable to visit many schools because of restrictions but one of the highlights of our year was being shown round Drake School by a well-organised, lucid and proud group of nine year olds. The same age group are able to take part in a regular junior Park Run. Their enthusiasm is infectious.

Equally we have not been able to visit many of the older generation during the pandemic but it was good to see Silver Threads meeting regularly. Our planned Christmas Lunch for senior citizens had morphed into an Easter Lunch, and we enjoyed a visit to Fulmerston Family Church for their Meeting Place. It has been very encouraging to see the success of Thetford u3a and to join in some of their meetings. Men's Shed has gone from strength to strength this year - great to see older men enjoying new interests and making new friendships.

As usual the Thetford public turned out in great numbers for Remembrance Sunday and for the commemoration of the Battle of Britain. The completion of the improvements to the Guildhall during our mayoral year will help these events in future and many other town centre activities. In Thetford

Cemetery we attended the moving tribute to Thetford's Forgotten Soldiers - those who came back perhaps after life-changing experiences or injuries and were expected just to slot back into civilian life. We laid a wreath at Nuns' Bridges in memory of the suffering of Far Eastern prisoners of war. We joined in as the Royal British Legion celebrated their centenary at the Great Hospital in Norwich and we attended the annual remembrance for Polish, Czech and Slovak servicemen at East Wretham.

An important part of the Mayor's year is representing the town elsewhere and talking it up, and we have travelled the length and breadth of Norfolk with multiple visits to Norwich Cathedral and Kings Lynn Minster. We have stood on Cromer Pier for three hours on a Summer evening, and gone out-county as far as Sudbury and Ely. We have made numerous visits to RAF Honington and the American forces at RAF Mildenhall and RAF Lakenheath.

As garden lovers ourselves, it has been a special pleasure to open the Open Gardens (twice!), share the activities of Thetford Gardens and Allotments Club, visit Dereham to receive an award for the Council's conservation volunteers, and enjoy the Methodist Garden. We have planted an oak tree at Nuns' Bridges to commemorate the 70th anniversary of the Queen's accession and returned to place a plaque. As Mayor I was keen to improve Lady Gentle Meadow. Councils move at their own pace and it will happen - but not yet. I did also want to establish a Boules pitch in Thetford and it is up and running at the Charles Burrell Centre.

Museums are a strength of Thetford and we have enjoyed several visits to the Charles Burrell Steam Engine Museum and Dad's Army Museum, as well as the Ancient House Museum. There also we have met members of the Sikh and Punjabi community and shared their pleasure at the contribution to local and national life made by Duleep Singh and his family: visits to his statue on Butten Island included.

I have enjoyed the challenge of, “No speeches,” but then suddenly on the night, “And now the Mayor will say a few words.” Thanks to the staff and my fellow councillors for their support and especial thanks to the wonderful Mayoress, Corinne Brindle. Thanks also to the hundreds of people who have stopped for a chat as I enjoyed coffee sitting out on King Street.

We have supported our charities, Fincham’s Farm and Citizens Advice. We have started the Santa Run and the Bunny Run, attended the Wellbeing Fair and All About Local on the Green, we have attended indoor bowls and netball and the Thetford Singers and Thetford Voices and Thetford Lions. We have loved so many plays and performances by Thetford Players, Magic Floor and others. We have held and attended tea parties and coffee mornings, and events large and small too numerous to mention, but all part of an evolving, thriving and hard-working town. It has been a great year.

APPENDIX B

Firstly, I would like to thank Cllr Brindle for all his help and advice during my time as Deputy Mayor.

I feel humbled by the faith that my fellow councillors have placed in me by supporting me in this role and I look forward to working with each and every one of you as members of Team Thetford as we work together for the benefit of Thetford and its residents.

The Mayor has the privilege to be able to support, highlight and promote a cause or causes close to their heart and it may come as no surprise to you that my chosen charity for this year is the Norfolk Reading Project. During my time as a school governor, the importance of literacy in our communities has become more and more important and through the fabulous work that Anne and her team of volunteers undertake in our schools, we can help support this crucial building block for our families. I’m delighted that this will be forming part of a larger, joined up project with the Norfolk Community Foundation and the National Literacy Trust in Thetford to not only support the raising of standards in our schools but to promote a joy of reading for all, regardless of age. I’m delighted that Anne is here this evening and I know she is looking forward to speaking to you all about how we can work together for the benefit of our fantastic community.

Thank you to the Reverend Doctor Peter Herbert for agreeing to be my Mayor's Chaplain for this coming year. St Cuthbert's was very important to our family whilst we were growing up and still feels like home all these years later.

I would like to take this opportunity to share some key dates with you all –

The Civic Reception will be held Friday 27th May

The Mayor's Civic Service will be held in St Cuthbert's Sunday 29th May

Whilst not Mayoral events, I would like to take this opportunity to highlight the forthcoming Platinum Jubilee Celebrations. There are posters up around the town but we will be holding the civic element of the weekend on Thursday 2nd June with events during the day on the Market Place and Thetford will join with others across the nation and commonwealth in the lighting of the Beacon on the Market Place at 9.45pm.

Friday 3rd June sees the free Music Through the Decades event on the Market Place.

The Saturday Market will be complimented with Foods from the Commonwealth stalls, and we round off the weekend with our Street Party being held on the Market Place on Sunday. There are a plethora of other community events taking place around the town that weekend so do please take the opportunity to engage with this once in a lifetime celebration of a life lived with grace and in service to the nation.

The Mayors Carol Service will be held at St Cuthbert's on Friday 9th December and the Mayor's Christmas Lunch is scheduled for Thursday 22nd December.

There will be a Mayoral Charity fundraising event on Friday 10th February 2023 and the Mayor's Ball will be held on Friday 28th April.

Finally, I'd like to thank my long-suffering husband Mark for all his support and ensuring all things are possible. We are looking forward to being able to celebrate all the fantastic aspects of Thetford wherever our travels take us.