



**LOCAL GOVERNMENT ACT 1972
NOTICE OF A MEETING OF
THETFORD TOWN COUNCIL**

YOU ARE HEREBY SUMMONED TO ATTEND THE FULL COUNCIL MEETING OF THETFORD TOWN COUNCIL WHICH WILL BE HELD IN THE LARGE COURT IN THE GUILDHALL, THETFORD, ON TUESDAY 30 JULY 2024, STARTING AT 7.00 P.M.

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING. THERE IS LIMITED SEATING AVAILABLE FOR THE PUBLIC AND REPRESENTATIVES OF THE PRESS, WHICH WILL BE ALLOCATED ON A FIRST COME FIRST SERVED BASIS. A RECORDING OF THE MEETING CAN ALSO BE VIEWED ON <https://bit.ly/ttceventsyoutube> USUALLY WITHIN 5 WORKING DAYS AFTER THE MEETING HAS BEEN HELD

NOTE: THE MEETING IS CUSTOMARILY PRECEDED BY A 15-MINUTE OPEN FORUM, STARTING AT 7.00 P.M. WHEN MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS ARE INVITED TO ADDRESS THE COUNCIL. IF THERE IS NO CALL FOR AN OPEN FORUM, THEN THE MEETING ITSELF MAY START AT 7.00 P.M

Alan Yorke

**Alan Yorke
Acting Town Clerk
25 July 2024**

AGENDA

195/24	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
196/24	<u>APOLOGIES FOR ABSENCE</u> To receive.
197/24	<u>MINUTES</u> To confirm the minutes of the Full Council Meeting held on the 25 June 2024 to be confirmed as a true record and signed/initialled by the Mayor. Decision required: To agree the accuracy of the minutes. Lead: The Mayor.
198/24	<u>COMMITTEE MINUTES</u> To receive the following: <ul style="list-style-type: none">• Community and Environmental Services: 02/07/2024 (136/24-150/24)• Planning: 09/07/2024 (151/24-160/24)• Heritage and Events: 17/07/2024 (161/24-174/24)• Corporate Services: 23/07/2024 (175/24-194/24)

	<p>Decision required: To agree the accuracy of the above minutes, excepting those items dealt with following the exclusion of press and public, which are to be addressed under agenda number 210/24. Leads: Chairs of Committee.</p>
199/24	<p><u>MAYOR'S REMARKS AND REPORT</u> To receive and note a report from the Mayor. Decision required: None. Lead: The Mayor.</p>
200/24	<p><u>TOWN COUNCIL REPRESENTATIVES ON OTHER BODIES</u> To receive and note any reports¹. Decision required: None. Lead: The Mayor.</p>
201/24	<p><u>REPORTS FROM COUNTY AND DISTRICT COUNCILLORS</u> To receive and note any reports². Decision required: None. Lead: The Mayor.</p>
202/24	<p><u>DECISIONS REQUIRED ON THE G.W. STANIFORTH CHARITY</u> To receive a report from the Board of the G.W. Staniforth Charity, to review the statutory documentation that must be submitted to the Charity Commission and to review the Charity's Standing Orders approved by the Board. Decisions required: 1. To approve the statutory documentation that is required to be submitted to the Charity Commission and signed by the Mayor. 2. To approve the Charity's Standing Orders. 3. To note that the Town Council will be the reviewing committee in terms of the Charity's Complaints Policy. Lead: Councillor Stuart Wright.</p>
203/24	<p><u>APPOINTMENT OF A NEW TOWN CLERK</u> To confirm the appointment of the new Town Clerk, Sonya Wright, on the terms and conditions negotiated on behalf of the Council by the Council's HR Consultants. Decision required: To formally appoint Sonya Wright as the new Town Clerk, Responsible Financial Officer and Proper Officer. Lead: The Mayor.</p>
204/24	<p><u>COMMITTEE CHANGES AND OUTSIDE BODY APPOINTMENTS</u> Following the election of Councillor Terry Jermy to the role of Member of Parliament for South West Norfolk, a number of changes are required as set out in Annex A to this agenda. Decision required: To discuss and approve the changes set out in Annex A. Lead: The Mayor.</p>

¹ The purpose of this item is to enable Councillors and the public to understand developments and activities in the bodies where Councillors have been requested to represent the Town Council.

² The purpose of this item is to enable Councillors to receive verbal and written reports from those Councillors who sit on Breckland and/or Norfolk County Councils on matters that may impact on Thetford Town Council as well as Thetford residents. Councillors may also want to question Breckland and/or Norfolk County Councillors on matters raised.

205/24	<p><u>RESPONSE TO BRECKLAND COUNCIL PARKING CHARGES</u> To discuss and agree a Thetford Town Council response to the Breckland Council decision to introduce car parking charges in Breckland. Decision required: To agree a response to be signed by the Mayor. Lead: The Mayor.</p>
206/24	<p><u>UPDATE ON PURCHASE OF GLEBE CLOSE</u> To receive an update on the purchase and to review and discuss matters raised in the Property Report that require Council consideration. Decisions required: To formulate a response to the matters raised in the Property Report. To confirm the purchase of Glebe Close from Breckland Council. Leads: Mayor and Acting Town Clerk.</p>
207/24	<p><u>COMMUNITY ENGAGEMENT</u> To discuss and agree any consultation or media release required. Decision required: To approve any media release that is required and to specify in what format the media release should take (social media posts and/or press releases). Lead: The Mayor.</p>
208/24	<p><u>COMMITTEE OFFICERS UPDATE</u> To receive any update from the Committee Officer since the issue of the agenda. Decision required: None. Lead: Acting Town Clerk.</p>
209/24	<p><u>EXCLUSION OF PRESS AND PUBLIC</u> 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. Decision required: Whether or not to exclude the press and public. Lead: The Mayor.</p>
210/24	<p><u>FULL COUNCIL AND COMMITTEE MINUTES</u> To discuss Full Council and committee minutes recorded below the line. Decision required: To agree the accuracy of the minutes. Leads: Acting Town Clerk and Committee Clerk.</p>

ANNEX A

Following the election of Councillor Terry Jermy, to the role of Member of Parliament for South West Norfolk, a number of changes need to be made. The following changes have been suggested:

Committee Changes

To replace Councillor Terry Jermy with Councillor Terry Land as the Chair of the Corporate Services Committee.

To replace Councillor Terry Land with Councillor Hazel McCambridge as the Chair of the Community & Environmental Services Committee.

To replace Councillor Hazel McCambridge with Councillor David (Ieuan) Evans as the Vice Chair of the Community & Environmental Services Committee.

Outside Body Appointments

To replace Councillor Terry Jermy with Councillor Victor Peters on the Thetford Town Deal Board – Councillor Terry Jermy is now eligible to attend the Board in his capacity as a Member of Parliament.

To replace Councillor Terry Jermy with Councillor Stuart Terry on the Safer Thetford Action Group (STAG).

To replace Councillor Terry Jermy on the G.W Staniforth Charity with Councillor Chris Harvey.