

## Minutes of the Costessey Town Council Meeting held on Tuesday 1 April at 7.30pm

### PUBLIC PARTICIPATION

#### Matters raised by members of the public

Two members of the public were in attendance, following up on matters raised at the last meeting re: speeding E-bikes and E-scooters in Costessey and the city. Once again, the member of the public was encouraged to raise these issues directly with Norfolk Police, providing photographic evidence where possible.

#### South Norfolk District Councillor Reports

Reports were received from South Norfolk District Council (SNDC) Councillors Terry Laidlaw and Jenny McCloskey (previously circulated).

A South Norfolk District Council meeting was held on the 18 March 2025, in which a proposal for two Unitary Councils in Norfolk, was agreed by the council. The motion to put forward the two unitary options to the government for further exploration was agreed with only one district councillor voting against.

#### 51/25: Attendance

**Present:** Cllrs Terry Laidlaw (Chair), Sheila Jones (Vice-Chair), Louise Gibbs-Kneller, Graham Jones, Jenny McCloskey, Dean Toms, Ross Wheeldon, Jannine Wheeldon, Sharon Sizeland, James Laughlin.

**Officers present:** Town Clerk – Stacey Kent and Executive Assistant – Lisa Williams.

#### 52/25: Apologies and Resignation

**Apologies for absence:** Cllrs Iftekhar Alam, Ewa Duncan, David Marshall, Mark Bedford, John Newby - other commitments, Marcus Zeebroek, Patrick O'Connor, Libby Glover - sickness.

#### Notification of Resignation – Cllr Justin Cork

Received notification that Justin Cork had resigned as Town Councillor with immediate effect. Cllr Cork was thanked for his valued contribution to the Council over the last 2 years. The Property and Environment meeting scheduled for 6 May 2025 would be deferred to a later date (3 June). Cllr Jenny McCloskey offered to take over as Chair of Property and Environment Committee and Cllr Sharon Sizeland offered to serve on the Committee.

It was RESOLVED to approve these appointments and to advise SNDC of a Councillor vacancy.

**ACTION: Town Clerk**

#### 53/25: Declarations of Interest

Members Declarations of Interest and 'Granted Dispensations: none

#### **54/25: Minutes**

The minutes of the previous Full Council meeting held on 11 March 2025 were **AGREED** and signed by the Chair as a true and accurate record.

#### **55/25: Matters arising\*** - for information only (no decision can be made)

The action log updates were noted.

Noted that Cllr McCloskey will be convening another meeting of Shed Working Group to discuss next steps. This can then be reported to P&E.

#### **56/25: Chairman update** - Cllr Laidlaw

Received an update from the Chair on - Devolution and Local Government Reorganisations (Norfolk County Council letter of 17.3.25 (previously circulated).

Noted that a consultation of Costessey residents would be needed before the Council could agree a definitive position on devolution.

#### **57/25: Financial Matters** – Cllr G Jones

##### a) Finance update

Received an update from the Finance and Governance Committee Chair – Cllr G Jones.

Councillors were informed that at the end of February with one month to go in the 2024/25 Financial year we have a positive balance on the Income and Expenditure account. (The reserve position is unchanged from the previous month).

Allowing for any end of year adjustments, council accounts should allow for a sum to be moved to reserves. The Responsible Financial Officer has made an officer recommendation to the Strategic Working Group regarding these movements. The balances held in the various ear-marked reserves are not fixed and can be moved should circumstances and priorities change.

##### b) Accounts

It was **RESOLVED TO APPROVE** the accounts for February 2025 with payments over £500.

#### **58/25: Strategic Working Group**

a) Received the Minutes of the meeting of 25 March 2025 and to consider any recommendations. **AGREED**

b) Considered budget code change proposals for 2025/26. The proposed budgetary proposals were **AGREED**.

Other comments raised by members were noted and included:

Professional Fees - it was confirmed that the professional fees budget can include architects' fees as per Cllr McCloskey's suggestion and that grant funding can be applied for in relation to projects.

Middleton Crescent and Saffron playground are separate issues to the Town Council budget however they will be looked at further.

Cllr McLaughlin offered to assist the Council with licenced drone photography if needed.

### **59/25: Town Clerk Report**

Received a report from the Town Clerk.

### **Anglian Water Pipe Installation - Roundwell Park, Dereham Road**

The scheme is scheduled to begin on April 28th, 2025, with an approximate duration of 2-3 days. Anglian Water has been instructed by South Norfolk Council to carry out this work. The pipeline is being installed from the residential traveller site at Roundwell (Costessey) to Dr Torrens Way. As part of the installation process, Anglian Water will need to remove any crops present in the field.

The Town Clerk confirmed that Officers have undertaken the task to ensure the area is prepared.

### **Other Groups**

#### **60/25: Speed Awareness Group**

It was AGREED to set up a Rapid Action Task and Finish Group (RAT), comprising Cllrs R Wheeldon, J McCloskey, D Toms, M Zeebroek, J Wheeldon. It was agreed to arrange a meeting to discuss next steps for action from the recent training. There was an identified need to plan the exact locations of SAM signs.

The Rapid Action group will also consider the issues regarding a survey on the Street.

The meeting will take place on Monday 28 April at 2pm.

**ACTION: Town Clerk**

#### **61/25 Dementia Café Group** - notes and actions of the recent meeting were received.

Councillors were informed that £200 has been donated to the provision of refreshments for the group.

- Cllr Dean Toms left the meeting at 21.05pm

#### **62/25: Consultations**

- No consultations were received within the month.

#### **63/25: Councillor updates: none**

#### **64/25 Town Council Annual Assembly**

The draft Annual Report for the Town Council Annual Assembly scheduled for:

**Tuesday 15 April 2025** – Arrival is 7.00pm for a 7.30pm start was received. Noted

Consideration was given to: -

- a) Further suggestions for invitations.

b) Award categories were confirmed as:

- Community Group of the year
- Hidden Hero of the year and
- Special Recognition for services provided in/for Costessey.

**65/25: Full Council Meeting**

The date of the next Full Council meeting was confirmed as Tuesday 13 May 2025.

**66/25: Exclusion of the Press and Public**

- The Press and Public were not excluded as there were no agenda items to discuss.

**67/25:** Meeting closed at 21.10 pm

Signed .....

Chair.....