

## Minutes of the Meeting of Costessey Town Council held at the Costessey Centre, Longwater Lane, Costessey, NR8 5AH on Tuesday 12 July 2022 at 7.30pm

**Present:** Councillors (Cllrs) D Burrill (Chair), T Laidlaw (Vice Chair), J Amis, M Bedford, G Blundell, G Dole, T East, L Gibbs-Kneller, L Glover, S Hannant, G Jones, S Jones, J McCloskey, J Newby, P O'Connor, S Sizeland; S Kent (Town Clerk) & L Trabucco (Clerk's Assistant). Vivienne Bell (member of the Costessey Society) attended as a member of the public

**Observer:** Norfolk County Cllr S Blundell was connected via zoom as members of the public

**182/22:** The Chairman agreed to bring forward item 6 as the member of the Costessey Society was present and wished to speak on an item.

### **TO ADJOURN THE MEETING FOR 15 MINUTES' PUBLIC PARTICIPATION**

**183/22:** Vivienne Bell gave a brief background on a discussion that took place last December at the Costessey Society where they had proposed a 'Jubilee project with allocated funds' for the refurbishment of the Costessey Town sign located on Town House Road. The sign looked a bit tiered and needed a bit of paint work. Vivienne mentioned that it would be of a similar restoration recently done on the Drayton Town sign. The Costessey Society are seeking permission to investigate and present it back to Full Council. A suggestion was made to add an extension to this project to the Future Finances Working Group. The Clerk confirmed this item would be added onto the agenda of a future Full Council meeting when available. **ACTION: Town Clerk**

**184/22:** An issue was raised in relation to the ongoing antisocial behaviour regarding a bench at Breckland Hall. An email was read out from a local resident. The Clerk confirmed a previous investigation undertaken by Councillors S Jones and J Amis had concluded with the recommendation from local Police as leaving the bench in place. A request was made to forward any emails/letters from residents to the Town Clerk so that a suitable response could be sent in line with the current procedure. Local Police had confirmed that local residents could support their work by reporting directly to them in order to try to move forward in reducing the antisocial behaviour. **ACTION: Cllr G Blundell/Town Clerk**

### **TO ACCEPT APOLOGIES FOR ABSENCE**

**185/22:** No apologies were received from Cllr I Alam at the start of the meeting. A vote was taken. **RESOLVED to accept apologies from Cllr K Deane (unwell), Cllr J Sealey (other commitment).**

### **TO RECEIVE DECLARATIONS OF INTEREST**

**186/22:** None

### **TO CONFIRM AND SIGN THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 14 JUNE**

**187/22:** Amendment: *Min 173/22:* "100 meters" should read "100 metres".

**RESOLVED to approve the minutes as a true record with the above amendments**

### **TO RECEIVE COMMITTEE & WORKING GROUP MINUTES/NOTES AND TO VOTE ON THE RECOMMENDATIONS THEREIN:**

**188/22:** The Chairman informed all Councillors that he would sign the committee minutes "as received" at the end of the meeting. It was mentioned that the second page of the Local Infrastructure WG minutes missed the bundle, so it was read out. The Clerk highlighted that all documents were made available on the Costessey Town Council website prior to the meeting. **ACTION: Chairman**

**189/22:** *Min F085/22: To consider the DRAFT Treasury Policy:* Cllr G Jones suggested two further changes.

**RESOLVED to approve the DRAFT Treasury Policy with amendments. ACTION: Town Clerk**

**190/22:** *Min F086/22: To consider the DRAFT Financial Regulations:* A minor amendment was requested.

**RESOLVED to approve the DRAFT Financial Regulations with minor amendment. ACTION: Town Clerk**

The Chairman brought forward item 7 on the agenda

**TO CONSIDER FINANCE MATTERS**

**191/22:** *a) To approve the accounts for May 2022 and receive a budget report including payments over £500:* Cllr Jones gave an update on the accounts and an overview of the budget report.

**RESOLVED to approve the May 2022 Accounts in the balance of £964,293.64**

**TO RECEIVE UPDATES ON MATTERS IN PREVIOUS MINUTES (NB: NO RESOLUTIONS MAY BE PASSED)**

**192/22:** *Min 166/22:* An update was given on the hole in the wet pour which had re-appeared under the children's boat at Breckland Hall. The Rocking Horse, also from Breckland Hall would undergo some repairs at the end of the summer school holidays. **ACTION: Head Groundsman**

**TO RECEIVE AN UPDATE (PREVIOUSLY CIRCULATED) ON SOUTH NORFOLK DISTRICT COUNCIL 'SHAPING THE FUTURE TOGETHER' RECEPTION HELD ON WEDNESDAY 22 JUNE 2022**

**193/22:** A brief update was given about the Shaping the Future Reception attended by Cllr T Laidlaw and the Town Clerk. The opportunity to apply for funding was highlighted. The Clerk advised Councillors that any project should be looked at both strategically and operationally, with benefit the community. All work including the Councils Forward Plan must be put in place before submitting a proposal and application. The event had also raised positive engagement on electrical charging points where South Norfolk District Council are looking for expressions of interest to consider and co-fund points across the district.

**TO RECEIVE AN UPDATE ON PLANNING MATTERS IN RELATION TO POTENTIAL FUTURE HOUSING SITES**

**194/22:** A brief background was given by Cllr T Laidlaw in relation to potential housing sites put forward as part of the Greater Norwich Local Plan (GNLP). The consultation period would be between the 25 July and 6 September 2022. Further detail can be found on the South Norfolk District Council website.

**TO DISCUSS LOCAL 'TRAFFIC MANAGEMENT'**

**195/22:** Cllr J McCloskey gave a brief background on traffic management issues and asked if speed signs or cameras, like the one on West End, could be placed to inform drivers to slow down especially on the stretch on Norwich Road between the Co-op and Kabin Road. A suggestion was made to use the NCC Highways Parish Partnership 50/50 Fund and therefore discuss this topic during a Property and Environment Committee meeting to investigate the best practical measures. **ACTION: Deputy Clerk**

**TO RECEIVE DISTRICT COUNCILLORS' REPORTS**

**196/22:** The Chairman gave a general update of meetings attended at South Norfolk District Council.

**197/22: THE DATE OF THE NEXT MEETING WAS CONFIRMED AS TUESDAY 9 AUGUST 2022 AT 7.30PM IN THE COSTESSEY CENTRE**

**198/22:** The following were signed as noted and received by the Chairman:

- a) Minutes of the Planning Committee of 14 June 2022
- b) Minutes of the Local Infrastructure Working Group of 16 June 2022
- c) Minutes of the Staffing Committee of 24 June 2022
- d) Minutes of the Finance and Governance Committee of 24 June 2022
  - i) To consider the DRAFT Treasure Policy
  - ii) To Consider the DRAFT Financial Regulations
- e) Minutes of the Planning Committee of 28 June 2022

**199/22: The meeting closed at 9:04pm**

**Chair:**

**Date:**