

MINUTES OF THE MEETING OF THETFORD TOWN COUNCIL,
HELD IN THE COUNCIL CHAMBER, KING'S HOUSE, THETFORD, ON
WEDNESDAY, 25TH MAY 2011,
STARTING AT 7 P.M. WITH THE OPEN FORUM

Present:

The Mayor, Councillor D G Mortimer, Chairman

Councillors:

Mrs S J Armes	T J Lamb
Mrs B J Canham	Mrs P P Quadling
C Clark	B J Skull
D M Crawford	M G Spencer
Miss C A Fulford	Mrs P A Spencer
T J Jermy	S N H Wright
R G Kybird	

Open Forum

Mr M Roth referred to the moving of the Bus Station, questioning the basis on which the Leader of Breckland Council had been able to assert in that week's issue of the local paper that only a, quote, 'vocal minority' were opposed to the move.

It was agreed that the Town Clerk would seek clarification from Councillor Nunn.

Mr S Wilson commented that, in the event of being presented with an unconvincing argument by Mr Nunn, he would, at the Town Council's next meeting (scheduled for Tuesday, 28th June 2011) be calling for a referendum on the bus station issue.

Mr R Waple commented on the poor state of the stage curtains in the Carnegie Room. This prompted Councillor Mrs P A Spencer to comment on the deteriorating condition of the 'grays'. It was agreed to refer these concerns to the Guildhall Committee.

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12/11 DECLARATIONS OF INTEREST

Councillors Mrs S J Armes and Miss C A Fulford declared personal interests in item 22/11 as members of Thetford Arts Centre.

13/11 MINUTES

(a) Council Meeting held on 27th April 2011

RESOLVED that the minutes of the Council Meeting, held on 27th April 2011, excepting those items dealt with following the exclusion of press and public [addressed under item 21/11 below], be confirmed as a true record and signed/initialled by the Mayor as Chairman. Minutes 602/10 to 614/10 inclusive referred.

(b) Mayor-Making: 18th May 2011

The Town Clerk apologised for a mistaken page reference on the agenda: pages 9 to 11 of the unconfirmed minutes, included in the agenda papers, referred.

RESOLVED that the minutes of the Annual Meeting of the Town Council (more familiarly referred to as 'Mayor-Making'), held on 18th May 2011, be confirmed as a true record and signed/initialled by the Mayor as Chairman. Minutes 1/11 to 11/11 inclusive referred.

14/11 APOLOGIES FOR ABSENCE

The Town Clerk had received an apology from Councillor J A Harding.

Regarding the only other absentee, Mr D Sully, the Town Clerk pointed out that, although he had sent his apologies prior to going on holiday, he was not yet, strictly speaking, a Councillor, having had no opportunity to date to sign his Declaration of Acceptance of Office. Mr Sully was due back in the country that evening and the Town Clerk would be attending to the necessary formalities in the coming days.

15/11 MAYOR'S REMARKS AND REPORT

The Mayor, Councillor D G Mortimer, referred members to the lists of Events Attended and Forthcoming Events, included in the agenda papers, having first pointed out that his predecessor as Mayor, Councillor Mrs P P Quadling, was better placed to respond to any questions that might be posed.

Events attended since the last meeting

April
28

Prince's Trust Final Presentation

May

6 Opening of new photographic studio in Thetford

7 Official Opening of the Dad's Army Tea Room

"Daybreak: The Musical" at Bishops School

Thetford Dolphins: Presentations

8 Chairman of South Cambridgeshire District Council's (Cllr Charles Nightingale) End of Term Dinner

10 Bidwell Guide & Scout Group AGM

12 St Nicholas Hospice Care Charity Concert at Thetford Grammar School

- 13 Drinks Reception with The High Sheriff of Suffolk
- 14 Thetford Methodist Players: "Around the World in 80 Minutes"
- 15 Launch of Hope Church, Thetford

16/11 TOWN COUNCIL REPRESENTATIVES ON OTHER BODIES

Background Note to this item

Pending the outcome to the discussion to take place under item 17/11(c) below, this was an opportunity to receive any reports from 2010/11 representatives, who had attended meetings or events in the period since the last regular Council Meeting (27th April 2011).

Tourism and Heritage Partnership

Councillor S N H Wright expressed the hope that the Town Council would see fit to offer an appropriate level of, at the very least, 'in kind' support to the organisers of the Thetford Festival, planned for later in the year.

Moving Thetford Forward Board

Councillor R G Kybird reported on the most recent Board Meeting, which had taken place on 20th May 2011.

Councillor Miss C A Fulford took the opportunity to ask whether the minutes of said meeting would be made available to Town Councillors. The Town Clerk was asked to establish what restrictions appeared to be applying to information disclosure, in general, and the circulation of minutes, in particular.

The level of Town Council representation was also touched upon under this item, although more was said under 17/119(c) below.

17/11 DEFERRALS FROM MAYOR-MAKING 2011

Background Note to this item

Consideration of the three topics covered under this agenda item had been deferred at Mayor-Making on 18th May 2011.

(a) Committee Structure for Mayoral Year 2011/12

Prior to the following Resolution being agreed, a proposal to disband the General Purposes Committee as a stand-alone Committee and revert to having a 'Finance & General Purposes Committee' was put to the vote and rejected. A proposal to merge the Markets Committee and Guildhall Committee was put to the vote and supported. A proposal to reinstate the Civic Links Committee was put to the vote and received 'in principle' support.

RESOLVED that the following Committees will function in 2011/12 (listed alphabetically):

Allotments
Amenities
Cemetery

Civic Links (subject to discussion with Thetford Twinning Association)

Finance
General Purposes
Guildhall & Markets
Health & Safety
Personnel
Planning
Road Safety

(b) Committee Membership for Mayoral Year 2011/12

RESOLVED that Committee Membership in 2011/12 be provisionally as follows, with Councillor-Elect Sully yet to indicate his preferences:

Note:

The Mayor, Councillor D G Mortimer, is a member (ex officio) of all Committees listed.

Allotments

Councillor Mrs S J Armes
Councillor D Crawford
Councillor T J Lamb
Councillor Mrs P P Quadling
Councillor M G Spencer

Amenities

Councillor Mrs B J Canham
Councillor D Crawford
Councillor Miss C A Fulford
Councillor T J Jermy
Councillor T J Lamb
Councillor Mrs P P Quadling
Councillor Mrs P A Spencer

Cemetery

Councillor R G Kybird
Councillor Mrs P P Quadling
Councillor B J Skull

Civic Links

Note: *Membership to be decided following discussions with Thetford Twinning Association (yet to take place).*

Finance

Councillor Miss C A Fulford
Councillor R G Kybird
Councillor T J Jermy
Councillor T J Lamb
Councillor B J Skull

General Purposes

Note: *Membership to comprise all serving Chairmen of other Committees.*

Guildhall & Markets

Councillor Mrs S J Armes
Councillor Miss C A Fulford
Councillor T J Lamb
Councillor Mrs P P Quadling
Councillor B J Skull
Councillor S N H Wright

Health & Safety

Note: Referred to Personnel Committee for consideration.

Personnel

Councillor Mrs B J Canham
Councillor C Clark
Councillor Miss C A Fulford
Councillor T J Jermy
Councillor T J Lamb
Councillor Mrs P A Spencer
Councillor S N H Wright

Planning

Note: All Councillors are members.

Road Safety

Councillor C Clark
Councillor J A Harding
Councillor Mrs P P Quadling
Councillor M G Spencer
Councillor Mrs P A Spencer

(c) **Appointment and Nomination of Town Council Representatives to Serve on Other Bodies in Mayoral Year 2011/12**

RESOLVED that Town Council Representation on the following bodies be as follows in 2011/12:

Barnham Cross Common Management Committee

Councillor D Crawford
Councillor T J Jermy
Councillor S N H Wright
The Town Clerk

Barnham Cross Steering Group

Councillor T J Jermy
Councillor Mrs B J Canham *(subject to confirmation that additional representation possible)*

Burrell Museum Board of Trustees

Councillor T J Lamb

Diss, Thetford and District Citizens Advice Bureau

Councillor C Clark

EPR Thetford

Councillor R G Kybird
Councillor M G Spencer

Moving Thetford Forward Board

Councillor R G Kybird (Alternate: Councillor T J Jermy)

Note: *If there is Board agreement to the Town Council's level of representation being increased, then Councillor Jermy might become a Board Member in his own right, with Councillor Clark expressing an interest in being his Alternate.*

Norfolk Association of Local Councils

The Mayor of the Day

The Town Clerk

Note: *This is the body formerly known as the Norfolk County Association of Parish and Town Councils and re-branded as 'Norfolk ALC'. It should not to be confused with 'NALC', which is the National Association of Local Councils, the body representing at national level the interests of all County Associations, including Norfolk).*

Nunnery Lakes Advisory Committee

Councillor T J Lamb
Councillor M G Spencer

Thetford Grammar School Educational Foundation

The Mayor of the Day

Thetford Litter Campaign

Councillor Mrs B J Canham
Councillor Mrs P P Quadling

Thetford Local Action Group

(also referred to as STAG = Safer Thetford Action Group)

The Mayor of the Day
Councillor D Crawford
Councillor Miss C A Fulford
Councillor Mrs P P Quadling

Thetford Municipal and United Charities (4-year term)

Councillor T J Lamb
Councillor M G Spencer
Councillor Mrs P A Spencer
Councillor S N H Wright

Thetford Music Project

Councillor Miss C A Fulford

Thetford Society

The Mayor of the Day

Thetford Tourism and Heritage Partnership

Councillor C Clark
Councillor Miss C A Fulford
Councillor Mrs P P Quadling
Councillor B J Skull
Councillor S N H Wright

Thetford Twinning Association

The Mayor of the Day
Councillor R G Kybird

Thetford Youth Council

Councillor C Clark
Councillor Miss C A Fulford

Thetford Arts Centre (formerly *Upstairs In The Guildhall*)

Note: Organisational status unclear – situation to be clarified.

18/11 CONSULTATION ON REVISED LOCAL LIBRARY HOURS

A copy of a letter received from Norfolk County Council's Assistant Director of Community & Cultural Services / Head of Libraries, dated 11th May 2011 and sent to various councils and community groups, had been included in the agenda papers.

This made reference to a consultation period that had started on 11th May 2011 and would close on 13th June 2011, with options put before the public.

RESOLVED that, in response to the letter received, the Town Clerk report the Town Council's regret at any reduction in opening hours that might result in Thetford, whilst at the same time indicating its wish to uphold 'community consensus' by supporting whatever might emerge from the consultation exercise as the prevailing view and/or 'preferred option' of individual Thetfordians.

19/11 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for the remaining item 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.

20/11 MINUTES

Council Meeting: 27th April 2011 – items addressed following the exclusion of press and public

The Town Clerk apologised for a mistaken page reference on the agenda: pages 7 and 8 of the unconfirmed minutes, included in the agenda papers, referred.

Comment on Afternote to Minute 618/10: St Peter's Church Update

The Town Clerk agreed that it would have been helpful to make clear in his Afternote that, whilst capital monies cannot themselves be used for revenue purposes, interest earned thereon can be so used.

RESOLVED that minutes 615/10 to 618/10 inclusive be confirmed as true records and signed/initialled by the Mayor as Chairman.

21/11 COMMITTEE REPORT

Finance Committee: 27th April 2011

RESOLVED that the Report of the meeting of the Finance Committee, held on 27th April 2011, be received. Minutes 596/10 to 601/10 inclusive referred.

22/11 PROPOSAL FOR THE ART GALLERY

A statement cum proposition from the Chairman of 'The Thetford Friends of St Nicholas Hospice Care', headed 'The Proposal for the Art Gallery dated 7th May 2011', had been included in the agenda papers.

RESOLVED that Mr Goveia be informed that the Council would await developments that might result from further meetings of other potentially interested parties before responding further.

23/11 THE GUILDHALL COMPLEX: BAR AND SECURITY SERVICE CONTRACT

A brief discussion took place concerning the need to arrive at a conclusion, bearing in mind that the six-month review period, previously agreed, would end on Friday, 27th May 2011.

There were generally favourable comments passed in respect of the contracted party's performance. The only point of uncertainty was in respect of adherence to the terms of clause 3.2(b), which required 10% of the net profit raised in connection with the provision of services at charitable or fund-raising events to be passed to the organiser of the charity.

RESOLVED that the Town Clerk establish whether performance under said clause 3.2(b) had been satisfactory and report his conclusion at the next meeting of the Council, scheduled for 28th June 2011.

OTHER MATTERS ADDRESSED, NOT INCLUDED IN THE PUBLISHED AGENDA

Raked Seating for the Carnegie Room: Role of Third Party Funder

The Town Manager reported on the inability of the Thetford Society to fulfil the role of third-party funder, despite a previous indication to the contrary. A decision was taken by those present to commit the Town Council to covering any funding shortfall brought about by this development, the hope being that Breckland Council might be in a position to provide third-party funding in due course (albeit after the closing date

for funding submissions). The third-party funding commitment amounted to in excess of £4k and, if the Town Council were to find itself having to honour that commitment, then this would be an additional commitment to the £7.5k already pledged as funding support.

Afternote

Given that this was a financial commitment resulting from addressing a matter 'off agenda', the Town Clerk will include an agenda item on the 28th June 2011 agenda in order to achieve formal ratification of this decision.

St Peter's Church:

A discussion took place regarding listed building factors, which would have to be heeded. There was also concern voiced about whether the public were being kept informed about the Council's intentions, now that 'Thetford Arts Centre' was in no position to occupy any part of the Church.

Chairman