

LITTLEPORT TOWN COUNCIL

Minutes of the meeting held on 21st November 2022



Meeting started at 7.05pm

In attendance: Clive Webber; Debra Jordan, Paul Cox, Eluned Dos Santos, Clive Allen, David Ambrose Smith, Christine Ambrose Smith, Susan Green, Geoff Norman, Sue Kerridge; Baptiste Guittet-Carriere.

There were no members of the public present.

Clerk: Diane Bayliss

22/23.105 Apologies and Reasons for Absence

(LGA 1972 s 85(1))

It was proposed by Councillor C Ambrose Smith, seconded by Councillor J Webber, and resolved that apologies with acceptable reasons are approved from Councillor Weaver, Councillor Gasgarth, and Councillor Malkin.

22/23.106 To receive any Declarations of Interest from Councillors

(Relating to items to be considered at the meeting in accordance with the provisions of the Council's Code of Conduct and related to the Localism Act 2011 s.31, s.33)

None.

22/23.107 Chairman's Update

- HMRC had requested more information regarding the Council's VAT reclaim for the new community building. This request had led to the Clerk taking independent VAT advice from the Parkinson Partnership on the Council's VAT status.
- The Council had been asked to review the Norfolk Minerals and Waste Local Plan by Norfolk County Council. All three pits in West Norfolk, close to Littleport are not expanding so there will be no impact on the town. No comments were to be made.
- Information about the land transfer and funding had been received from the developer at Highfield. Further information has been requested which will be discussed with the Council's solicitor before any agreement is signed.
- The Remembrance Event had gone off very well, and a follow up meeting is to be held to discuss actions for next year.

22/23.108 Open Forum for Public Participation (15 Minutes)

(At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman)

No requests to speak had been received.

22/23.109 Minutes of Previous Meeting

It was proposed by Councillor Cox, seconded by Councillor C Ambrose Smith, and resolved that Littleport Town Council agree the minutes of the Parish Council meeting held on 17th October 2022.

22/23.110 To Receive Committee Meeting Minutes

110.1 It was proposed by Councillor Cox, seconded by Councillor Norman, and resolved that the Council receive Minutes of Planning Committee meetings held 26th September 2022 and 17th October 2022.

22/23.111 Matters Arising/Clerk's Report

111.1 There were no matters arising.

111.2 The clerk's report was read out to the meeting and will be added to the online portal for information.

22/23.112 Community Worker Reports

112.1 The Community Youth Worker Report had been circulated before the meeting.

112.2 The Community Link Worker Report had been circulated before the meeting.

Councillor J Webber gave the councillors a brief overview of both reports.

Councillor D Ambrose Smith requested that a note of thanks be recorded in the minutes and be passed on to both of the community link workers.

22/23.113 Financial Matters

113.1 It was proposed by Councillor Guittet-Carriere, seconded by Councillor Jordan, and resolved that the Council approve the monthly bank reconciliations for October.

113.2 It was proposed by Councillor Jordan, seconded by Councillor Norman, and resolved that the Council approve account payments for November 2022 (Appendix 1)

113.3 A budget proposal had been prepared by the RFO and the Chairman and was presented to the council for discussion.

It was proposed by Councillor David Ambrose Smith, seconded by Councillor Cox, and resolved that the budget is approved and the precept is set at £316,362.

22/23.114 Policy Updates

114.1 It was proposed by Councillor Norman, seconded by Dos Santos, and resolved that the Dignity at work policy is approved and reviewed in two years' time.

114.2 It was proposed by Councillor Norman, seconded by Councillor Cox, and resolved that the Equality and Diversity Policy is approved and reviewed in two years' time.

114.3 It was proposed by Councillor D Ambrose Smith, seconded by Councillor Jordan, and resolved that the updated Standing Orders are approved and reviewed in one year's time subject to any changes to legislation requiring an earlier update.

114.4 It was proposed by Councillor C Webber, seconded by Councillor David Ambrose Smith, and resolved that the updated Financial Regulations are approved and reviewed in one year's time subject to any changes to legislation requiring an earlier update.

All the new policies will be uploaded onto the website.

22/23.115 Youth Building

115.1 Councillor C Webber informed the Council that the Youth Building would be handed over to the Council on Friday 25th November and that the insurance would take effect from that date. The car park would be handed over approximately two weeks later. It was agreed that there would be a public opening of the facility in the new year.

The dyke at Friars Nine had been cleared and the overgrowth had been cut back. The road/path had been resurfaced. Removable bollards had been ordered to stop access onto Ely Road. Pipe work is to be installed under the access road to the Paddocks and a French drain installed to take the water away from the dog walking area.

22/23.116 Cemetery Matters

- 116.1** Councillor C Webber stated that the planning application for the new cemetery should be submitted by the end of this week.

22/23.117 Highways Matters

- 117.1** Councillor Norman requested that further to another fatality along New River Bank, that the Council makes an application under the LHI Bid to reduce the speed limit to 50mph. Councillor J Webber requested that consideration is given to installing a traffic island in the middle of the road at the bottom of Church Lane where it meets Wellington Street. Councillor Guittet-Carriere requested that consideration is giving to the parking situation at Millfield, however, this project is outside the scope of the LHI Bid.

It was proposed by Councillor D Ambrose Smith, seconded by Councillor Cox, and resolved that both the reduction in the speed limit and the island on Wellington Street are submitted for the LHI Bid 2023-24. The Council agreed that £2,500 for each project should be allocated from General Reserves.

- 117.2** **It was proposed by proposed by Councillor C Webber, seconded by Councillor D Ambrose Smith, and resolved that the Council should purchase and install a dog waste bin for the junction of New Road and Mow Fen Road, subject to approval of the site by ECDC, and satisfactory responses to the consultation letters being sent to residents near the site.**

22/23.118 County and District Councillor Reports

- 118.1** The County Councillors Report had been received just prior to the meeting and would be circulated to Councillors by the clerk. Councillor D Ambrose Smith reported that the 20's Plenty motion had been passed

- 118.2** The District Councillors Report had been received just prior to the meeting and would be circulated to Councillors, any matters that need clarification should be addressed to the District Councillors.

Councillor J Webber informed the councillors that a representative from Sustrans would be happy to attend a Town Council meeting to discuss the proposals for a safe cycling route from Ely to Littleport, some of which are not practical for the town.

22/23.119 Date of Next Meeting (The Barn)**Full Council:**

19th December 2022

Planning Committee:

28th November

12th December 2022

Meeting closed at 9.40pm

Signed:

Date: