

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the Town Council held in the Main Hall at Diss Youth & Community Centre on Wednesday 12th January 2022 at 7.45pm.

Present: Councillors D. Collins
M. Gingell
S. Kiddie
A. Kitchen
K. Murphy
S. Olander (ex-officio)
J. Robertson
E. Taylor (ex-officio)
C. Valori
S. Warren
J. Welch
J. Wooddissee

In attendance: S. Richards (Town Clerk)
S. French (Deputy Town Clerk)
A. Jamieson (RFO who joined the meeting remotely)
County / District Councillor Kiddie
6 members of the public

FC120122/01 TO CONSIDER APOLOGIES FOR ABSENCE

Apologies were received and accepted from councillor Browne for this meeting.

FC120122/02 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Minute No.	Councillors Name	Personal/Other Interest	Pecuniary Interest	Reason
FC120122/09	C. Valori	x		This councillor is a resident of Fair Green and the current Deputy Chair of the Fair Green Neighbourhood Association.
FC120122/10	J. Wooddissee	x		This councillor works with the organisers of the litter pick who have proposed the community fridge project.

FC120122/03 MINUTES

It was

RESOLVED: To confirm as a true record, the minutes of the meeting of Full Council on 5th January 2022 and thereby approve all resolutions made at this virtual meeting given the requirement in law (the Local Government Act 1972) for members to be physically present and voting for decisions to be legal.

FC120122/04 PUBLIC PARTICIPATION

County / District Councillor Kiddie advised that works have been undertaken to address the water pooling under the bridge on Sandy Lane / Frenze Hall Lane and Norfolk County Council has identified some funds to support aspects of snagging following the development at Roydon Junior School. A date of 14th February has been scheduled for works to address the drainage issues on the A1066 by Roydon garage, which will have a minor impact on traffic flows around Diss and cllr Kiddie has allocated the remains of his member grant to the Town Council's Parish Partnership Scheme to improve the Public Right of Way linking Walcot Green and Burston Road (RB 28). The three district councillors have also provided a grant to Quaker Wood to purchase a gang lawnmower to maintain the amenity. The Roydon girl guides hut, funded by cllr Kiddie's previous member grant, has now been installed.

One member of the public raised concerns regarding the condition of the Mere's Mouth area, and it was identified that a programme to update the signage around the Mere is underway. It was noted

that the EXPERIENCE art trail was contained within the confidential part of the meeting due to the consideration of the designer's contract prices within the applications.

Two members of the public spoke on the proposal to house a community fridge at the DYCC, which would cater for any member of the community to take what they need from the fridge or for others to place in the fridge refrigerated items surplus to requirements. The organisers hope that the initiative brings with it other benefits such as the social interaction with others. They have identified a funding partner, a major charity in the area, and are looking for a venue in which to store the fridge and support from Council members.

Another member of the public wished to speak on a planning matter that was on the previous meeting's agenda.

FC120122/05 ITEMS OF URGENT BUSINESS

There was one item of urgent business. Members were advised that the NHS Norfolk and Waveney Clinical Commissioning Group would like to continue using the main hall at the DYCC as a vaccination centre one day per week as the demand for vaccinations reduces. It was noted that other sites across the district / county are closing. Members supported this request in principle given no decisions can be made under this item and the Clerk will determine minimum requirements for the booking to minimise the impact on other hirers and storage.

(Action: Clerk; immediately)

FC120122/06 FINANCE

- a) Members noted bank outgoings for December 2021.
- b) Members noted the summary of Income and Expenditure for December.
- c) Members noted Earmarked Reserves for December 2021.

FC120122/07 BUDGET 2022-23

Members considered and approved the budget and precept request for the 2022-23 financial year (report reference 50/2122 referred). It was

RESOLVED:

1. To approve the request from precept of £49,629 for specified Earmarked Reserves projects as shown in Appendix A under RFO revision 2.
2. To approve the proposed Earmarked Reserves reallocation of £29,421 from the current EMR for the financial year 2022/23 as shown in Appendix A under BAG revision parts 1&2.
3. That members determine that the minimum level of general reserves being 6 months of expenditure is appropriate for the financial year 2022/23.
4. To approve the proposed income and expenditure budgets shown in Appendix B for 2021/22, which reflects a 2.5% increase for Diss taxpayers on the current year.
5. To approve the precept demand to South Norfolk Council of £585,714 or £208.59 for Band D householders.
6. To give delegated authority to the Clerk to work with the Responsible Finance Officer and the Chair of the Executive Committee to publicise the budget outcomes.

(Action: RFO; immediately)

The RFO left the meeting.

FC120122/08 CO-OPTION

Councillors considered an application for co-option to Diss Town Council. Richard Peaty spoke about his previous planning experience with specific reference to planning for the expenditure of additional infrastructure funding once the Diss & District Neighbourhood Plan is in place and the ambition of the Town Council's strategic plan, to which he looks forward to contributing. It was noted that Richard's experience would make him an ideal member for both the Planning and Executive committees. It was

RESOLVED: to co-opt councillor Peaty to Diss Town Council.

(Action: Clerk; immediately)

FC120122/09 GRANT APPLICATIONS

Members considered four applications for grant funding (report reference 51/2122 referred). It was noted that the Council's grant policy does not support routine maintenance such as that contained within the application from the Fair Green Neighbourhood Association. The Parish Fields Friends' application is in re-establishing the boundary belt footpath and not for ongoing maintenance. The Grants Panel was thanked for the work undertaken in reviewing the applications and it was noted that an additional member should be appointed to the Grants Panel at the next Executive meeting.
(Action: DepTC; by 24.02.22)

It was

RESOLVED:

1. To refuse the project grant application made by Britten Sinfonia.
2. To refuse the project grant application made by the Fair Green Neighbourhood Association.
3. To approve the development grant application made by MTM Youth Services for £4k.
To approve the project grant application made by Parish Fields Friends for the amount of £2,770 plus the cost of an information board, where the design & production is to be confirmed in conjunction with DTC/ Heritage Triangle.

(Action: Clerk; immediately)

Given the 370-page agenda pack for this meeting, it was agreed that the very lengthy and detailed documents attached to some agenda items for example the grant application supporting paperwork and art trail design applications would be excluded to ease manageability of agenda packs. The documents would be made available separately to anyone who requested them.

FC120122/10 COMMUNITY FRIDGE

Members considered a report regarding housing a community fridge at a Town Council owned property (report reference 52/2122 referred). It was noted that most community fridges around Norfolk are open 2-3 hours per day and manned to ensure that the fridges are kept clean, well maintained and managed and that the first floor is accessible by stairlift. The organisers would like to invite members to join their small group to get the project off the ground and it was noted that several councillors had registered their interest when the idea was mooted at the last Council meeting. It was

RESOLVED:

1. To house the community fridge in the upstairs kitchen at the Diss Youth & Community Centre.
2. That the volunteer group for this project manage the cleaning, maintenance, management and opening and closing of the fridge for the duration of the project.
3. That councillors Browne and Warren join the community fridge volunteer group.
(Action: DepTC / Maintenance Manager / SB / SW; by 30.03.22)

FC120122/11 PROGRESS REPORT

Members noted that progress on decisions made at the last meeting of Council will be presented to the next meeting of Council.

FC120122/12 MEMBER FORUM

Members considered information or issues relevant to Council from members for brief discussion, action or inclusion on a future agenda. Councillor Wooddissee thanked members and staff for responding to his request for litter pick volunteers and asked for the remaining members to return their availability so he can organise the rota.

(Action: All; immediately)

FC120122/13 DATE OF NEXT MEETING

Members noted that the next meeting of Full Council is scheduled for Wednesday 16th March 2022.

FC120122/14 PUBLIC BODIES (ADMISSIONS TO MEETINGS)

To consider a resolution under the Public Bodies (Admissions to Meetings) Act 1960 and Standing Orders 3d to exclude members of the public and press in order to discuss the following item which is properly considered to be of a confidential nature.

County / District Councillor Kiddie remained for this session given his County Council role.

FC120122/15 EXPERIENCE ART TRAIL

Members reviewed the feedback from Town Council representatives on the four designs received for a Norfolk County Council commissioned art installation at the Mere's Mouth (report reference 53/2122 referred). The Council Panel preferred the 'Flock' design as the only art installation, mimicking the fountain, that meets the combined criteria of creativity, engagement, accessibility, sustainability, low maintenance and size / scale so as not to impose upon the unique positioning in front of the Mere.

There was a strongly held view that the choice of options was somewhat underwhelming and not particularly fitting for the intended location. Members discussed local artists who could have been approached although it was recognised that some artists would not be interested in designing a public art sculpture. It was noted that the public favourite is also 'Flock', it is unlikely to be a permanent structure, that it comes with the funding, which cannot be used for anything else, and that it will form part of County-wide trail, which will be heavily promoted and aims to increase footfall into Diss. It was

RESOLVED: To support the 'Toy Studio / Flock' design for the new outdoor artwork commissioned by Norfolk County Council at the Mere's Mouth location.

(Action: Clerk; by 21.01.22)

Meeting Closed: 9.05pm.

Councillor Taylor
TOWN MAYOR