

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Infrastructure Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 26th July 2023** at **7.15pm**.

Present: Members: D. Collins
S. Kiddie
A. Kitchen
K. Murphy (ex-officio)
S. Olander (Chair / ex-officio)
R. Peaty
E. Taylor (ex-officio)
J. Welch

In attendance: Sonya French (Deputy Town Clerk/Chief Operations Officer)
Robert Ludkin (Buildings & Facilities Manager)

INF0723/01 ELECTION OF CHAIRMAN

Members elected a Chairman of the Infrastructure Committee for the Municipal Year 2023-24. It was

RESOLVED: To elect Councillor Olander as Chair of the Infrastructure committee for the Municipal Year 2023-24.

(Action: Dep TC; immediately)

INF0723/02 APOLOGIES

Apologies were received from Councillor J. Wooddissee and L. Sinfield.

INF0723/03 ELECTION OF VICE-CHAIRMAN

Members elected a Vice-Chairman of the Infrastructure Committee for the Municipal Year 2023-24. It was

RESOLVED: To elect Councillor J. Wooddissee as Vice Chair of Infrastructure Committee for the municipal year 2023-24.

(Action: Dep TC; immediately)

INF0732/04 NOMINATION OF SUBSTITUTE REPRESENTATIVES

Councillors discussed substitute representatives for those councillors absent and Councillor G. Waterman was nominated and was substituted for Councillor Wooddissee.

INF0723/05 DECLARATIONS OF INTEREST¹ AND REQUESTS FOR DISPENSATIONS

Minute No.	Councillors Name	Personal/Other Interest	Pecuniary Interest	Reason
INF0723/09	A Kitchen	X		Councillor Kitchen lives on a street that would be considered in this item.

INF0732/06 MINUTES OF THE LAST MEETING

It was

RESOLVED: That the minutes of the meeting of the Infrastructure Committee held on 5th April 2023 were a true record and were duly signed by the Chairman.

INF0723/07 PUBLIC PARTICIPATION

There were no members of the public in attendance.

INF0723/08 ITEMS OF URGENT BUSINESS

Councillors discussed any urgent matters, and Councillor Olander initiated a discussion concerning the potential closure of the Diss Train Station ticket office. It was noted that a consultation period is in progress regarding such closures. Members deliberated on the most effective approach to engage with this consultation period.

Consensus was reached among the councillors to prepare a comprehensive report to be submitted to Greater Anglia, outlining their concerns and perspectives on the matter. Additionally, they expressed an interest in exploring the possibility of a legal challenge against the closure and requested the Clerk to inquire about the associated legal costs.

To gather further legal insights, it was suggested that the Clerk contact "Transport for All" to gain further insights into how we could legally challenge this decision.

(Action: Clerk/CEO; immediately)

INF0723/09 **RESIDENTS PARKING SCHEME**

Members received an update on the Residents Parking Scheme and considered a stakeholder group (report ref 17/2324). During the discussion councillors expressed their concern about the insufficient parking provisions within the designated areas mentioned in the report. The proposed future resident parking scheme aims to address this issue by curbing future parking by visitors to Diss on these residential streets, thereby ensuring that residents have constant access to parking in the area.

Over the course of several years, residents have raised complaints about the challenges they face with parking, primarily caused by others parking in the streets. To alleviate this problem, councillors emphasized the need for a new car park in Diss that would accommodate all these individuals who require parking near their workplaces.

Councillors unanimously agreed that conducting a consultation would be a prudent step, as it allows residents to voice their opinions and provides valuable insights. They view the consultation as a positive measure benefiting the residents of Diss. Additionally, the councillors recommended adding the health Centre to the list of locations to be considered for parking solutions. It was

RESOLVED: To approve the list of stakeholders to invite to the initial meeting to consider strategic long-term solutions to the current parking management and traffic congestion problems in Diss.

(Action: Town Clerk/CEO; 01.09.23)

INF0723/10 **PARISH PARTNERSHIP SCHEME**

Members considered creating an action group to consider potential Parish Partnership Schemes for local highway improvements for submission by 8th December 2023 deadline. During the meeting, members engaged in discussions about various projects that could be considered. One notable proposal was the installation of a pathway leading to the Skatepark. This matter will be examined by the B&FM and COO departments in collaboration with KK and GO.

Moreover, there were ideas put forward concerning the incorporation of Electric Charging Points and the creation of an additional pedestrian pathway along Croft Lane. These concepts will be further explored and evaluated by the relevant stakeholders.

RESOLVED: To appoint an action group of Councillors Olander, Woodissee and Peaty to work alongside the B&FM and Dep Town Clerk/COO)

(Action: B&FM & Dep TC/COO to set up meeting with KK & GO; immediately)

INF0723/11 **GREEN CORRIDORS**

Members discussed appointing an action group to consider developing more green corridors in Diss as part of the Council's green agenda and in response to comments received at the last Annual Town Meeting. Councillors discussed green corridors within Diss and how creating more corridors would increase the ecological habitat within Diss. It was

RESOLVED: To appoint Councillor G. Waterman to determine how we can move this project forward and bring back for ratification by Council in October.

(Action: Cllr Waterman / Town Clerk; by next meeting)

INF0723/12 **ITEMS FOR NOTING**

- a) Strategic Plan – Members noted the progress towards the Strategic Plan actions and that an action group will review the current plan to inform future strategic direction. The action group have not met yet.
- b) Norwich Western Link – Members noted the update on the Norwich Western Link project.
- c) Progress Report – Members noted progress on decisions made at the last meeting.

INF0723/13 **MEMBER FORUM**

Members considered information or issues relevant to this committee from members for brief discussion, action, or inclusion on a future agenda.

INF0723/14 **DATE OF NEXT MEETING**

Members noted that the next meeting of the Infrastructure Committee is scheduled for 18th October 2023.

INF0723/15 **PUBLIC BODIES (ADMISSIONS TO MEETINGS)**

Members considered 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.

INF0723/16 **CCTV**

Members considered a proposal to re-house some of the Council's CCTV equipment (confidential report ref 18/2324 referred). It was

RESOLVED: To approve expenditure of £1,709 to relocate the internal CCTV equipment to an outside position via a cabinet allocated to 4730 CCTV and Earmarked Reserves CCTV - nominal code 466 (Power / statutory authority - Crime Prevention).
(Action: B&FM & Town Clerk/CEO; immediately)

Meeting Closed at: 21:00 hours.

Chairman: Councillor Olander