

DISS TOWN COUNCIL

MINUTES

DRAFT

Minutes of the extraordinary meeting of the Town Council held in the **Council Chamber** at **Diss Corn Hall** on Wednesday 19th October 2022 at 7.15pm.

Present: Councillors S. Browne
D. Collins
M. Gingell
S. Kiddie
K. Murphy
S. Olander (ex-officio)
R. Peaty
J. Robertson
L. Sinfield
E. Taylor (ex-officio)
G. Waterman
J. Welch
J. Wooddissee

In attendance: S. Richards (Town Clerk)
S. French (Deputy Town Clerk)
2 members of the public

FC1022/01 APOLOGIES

There were none. Cllr Kitchen was not in attendance.

FC1022/02 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were no requests for dispensations.

FC1022/03 MINUTES

It was

RESOLVED: That the minutes of the meeting of Full Council held on 7th September 2022 were approved as a true record and were signed by the Town Mayor.

FC1022/04 PUBLIC PARTICIPATION

There were two members of the public present. One spoke on item 6, the EXPERIENCE Art Trail and the second was here to answer questions from members on item 9, IT Infrastructure.

FC1022/05 ITEMS OF URGENT BUSINESS

There were none.

FC1022/06 EXPERIENCE ART TRAIL

Members received an update regarding the art sculpture for installation on Mere's Mouth early 2023 (report reference 23/2223 referred). It was noted that the decision to support the installation was made by Diss Town Council after extensive consultation by Norfolk County Council who are leading the EU-funded project early in 2022. The planning application provides a detailed explanation on what's involved in the project including the community engagement phases.

There was discussion regarding the agreed location of the sculpture given its scale and the existing unspoilt view of the Mere and the requirement to light up the installation given the current energy crisis. Members were advised that this project started several years ago with the principal objective of driving footfall to the town centre in winter months with Diss being included as one of just four towns in Norfolk on the 250-mile walking trail. It was also

noted that all maintenance and insurance cover is being provided by the project with no financial contribution from the Town Council.

FC1022/07 **DATE OF NEXT MEETING**

Members noted that the next meeting of Full Council is scheduled for Wednesday 9th November 2022 at 7.15pm.

FC1022/08 **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 items which are properly considered to be of a confidential nature.

FC1022/09 **IT INFRASTRUCTURE**

Members considered a further confidential report (ref 25/2223 referred) following the review of the Council's IT supplier. There was a query regarding the cost of the mobile device management system. It was noted that although former councillor profiles could be deleted internally from iPads when they leave, it relies on the device being returned and not lost or stolen. This system would minimise this security risk by allowing the supplier immediate remote access.

The supplier's representative spoke of the importance of controlling data breaches such as minimising the accidental deletion of data, the liability of the Council and end user should it not be centrally managed, only allowing authorised apps to be installed and potential cost mitigation over time through risk management. It was

RESOLVED:

1. To move onto the IT support retainer package offered by VMIT at a cost of £866.46 per month (£10,397.52 per year) to include unlimited access to IT support, all updates, software installation and setup of new hardware, to budget for this for 2023-24 and to review costs of this versus existing contract after 12 months.

2. To install the mobile device management system onto the 15 new iPad minis to minimise any security risks at a cost of £1,080.

(Action: DepTC; by 30.11.22)

FC1022/10 **CEMETERY BUNGALOW**

Members reviewed the additional valuations and information received relating to the sale on the Cemetery Bungalow (report reference 26/2223 referred). There were several comments made regarding selling the plot to provide additional housing rather than the recommended sale of the existing property, but it was noted that both Abbott's land specialist (UK) and an experienced developer have confirmed that self-managing such a project over a 9-month period with the additional costs of demolishing, planning and rebuild would not be financially viable.

It was noted that the housing market is now more volatile and the top end valuations are unlikely to be achieved. It was suggested that an overage is put on the sale to ensure that the Town Council benefits from a negotiated additional percentage should the new purchaser wish to sell some of the land in the future. Town Council assets can be sold if the funds are used to improve existing or new Council assets but must not be used on general wear and tear. Councillors Browne & Waterman abstained from the vote, and it was

RESOLVED:

1. To appoint Abbotts to market the Cemetery Bungalow with an initial purchase price of offers over £325k subject to negotiation on an overage.

2. To give delegated authority to the CEO/Clerk alongside the Chair of Executive and Facilities committees to agree upon a purchase price.

(Action: DepTC / Clerk / MG / JR; by 28.02.23)

FC1022/11 DEED OF EASEMENT – 14 MARKET HILL

Members considered the draft deed of easement granting access over Town Council land to 14 Market Hill and approve the execution and sealing of the legal deed as per Standing Order 23a (report reference 27/2223 referred). It was agreed that the legal fees should be paid in whole by the landowner of 14 Market Hill. It was

RESOLVED: To approve the draft deed of easement providing the landowner of 14 Market Hill with the legal right to pass over Diss Town Council owned land with all legal fees paid the landowner.

Meeting Closed: 8.16pm.

Councillor Taylor
TOWN MAYOR