

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the Town Council held in the Council Chamber at Diss Corn Hall on Wednesday 10th November 2021 at 7.15pm.

Present: Councillors S. Browne
D. Collins
M. Gingell
S. Kiddie
A. Kitchen
K. Murphy
S. Olander (ex-officio)
D. Poulter
J. Robertson
C. Valori
S. Warren (entered the meeting at 19.45)
J. Welch
J. Wooddissee

In attendance: Sonya French, Deputy Town Clerk
Robert Ludkin, Maintenance Manager
County / District councillor Kiddie
District Councillor Minshull
1 member of the public

F1121/01 TO CONSIDER APOLOGIES FOR ABSENCE

Apologies were received and accepted from the Chair, Councillor Eric Taylor (ex-officio).

FC1121/02 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were none.

FC1121/03 MINUTES

It was

RESOLVED: That the minutes of the meeting of Full Council held on 15th September 2021 were approved as a true record and signed by the Council Leader in the Town Mayor's absence.

FC1121/04 PUBLIC PARTICIPATION

There was one member of the public present who was observing only. County and District councillor Kiddie and District councillor Minshull were present. Apologies due to ill health were noted for District councillor Wilby.

Councillor Kiddie reported that the County Council is working with Roydon Primary School regarding the replacement of play equipment following its removal during their refurbishment. Resurfacing works have been completed on Sawmills Road and the drains on Walcot Road and Mere Street have been cleared. Work is due to be undertaken on the causeway Public Right of Way in the new financial year to clear overhanging trees and address the unstable wall.

Councillor Minshull reported that the new flood line documents will be distributed to all residents in Diss. He congratulated the Clerks on their work on the Council's Emergency Plan and stated that the District's Emergency Planning officer stated it was one of the best plans that she had seen.

There was a discussion around investment into a leisure centre in Diss which was raised via a Diss resident. It was reiterated that the earmarked funds allocated by the District Council for the new provision has been used for Covid emergencies during the pandemic. It was agreed that District and Town Councillors should work together to see if there is another solution to funding the provision of a leisure centre in Diss.

Councillors highlighted that leisure is one of the biggest priorities that councils should be thinking about in the current environment particularly given the impact of the pandemic on mental health.

It was noted that retail businesses can apply to the District Council for a grant of up to £2k to upgrade their shop frontage.

Councillor Warren entered the meeting at 19:45 hours.

FC1121/05 **ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

FC1121/06 **FINANCE**

- a) Members noted bank outgoings for September and October 2021.
- b) Members noted the summary of Income, Expenditure for September and October 2021.
- c) Members noted Earmarked Reserves for September and October 2021.
- d) Members noted the reconciliations of income and expenditure with the Council's bank account statements for July – September 2021.

FC1121/07 **EMERGENCY PLAN**

Members considered a draft Emergency Plan for Diss Town Council (report reference 33/2122 referred). Council and District Councillors stated that it was one of the best plans that they had dealt with. District Councillors are happy to prepare a trial implementation of the plan with their Emergency Planning Officer. It was

- RESOLVED:
1. To approve the Emergency Plan
 2. To confirm a date with the District's Emergency Planning Officer for a trial implementation of the Emergency Plan.
- (Action: Clerks / SNC Emergency planning Officer; immediately)**

FC1121/08 **CEE BILL**

Councillors discussed the Climate and Ecological Emergency Bill, which was considered very generic. Members considered a motion to support the Bill, agreed that there should be some Diss specific recommendations, and it was noted there is a strategy action plan objective to reduce the Council's carbon footprint. It was

- RESOLVED: To reconsider the Climate and Ecological Emergency Bill with Diss-specific recommendations at the next Full Council meeting.
- (Action: Clerk; immediately)**

FC1121/09 **DISS PARK**

Members considered additional expenditure for installation of interactive play panels in Diss Park. It was

- RESOLVED: To appoint Proludic to install the five additional play panels in Diss Park and allocate the £15k expenditure to Earmarked Reserves Park / Play Equipment.
- (Action: Robert Ludkin; immediately)**

FC1121/10 **ITEMS FOR NOTING**

- a) Progress Report – Members noted progress on decisions made at the last meeting of Council.
- b) Events – Members noted that the Remembrance Day parade, wreath laying ceremony and church service will take place from 2pm on Sunday 14th November.
Councillor Minshull thanked the Clerks for their work alongside the Royal British Legion for their work in organising the remembrance parade.
- c) Flooding – Members noted the Norfolk Strategic Flood Alliance's adopted strategy.

FC1121/11 **MEMBER FORUM**

Members considered information or issues relevant to Council from members for brief discussion, action or inclusion on a future agenda. Councillor Wooddissee talked through the next litter picking event and encouraged more councillors to attend.

FC1121/12 **DATE OF NEXT MEETING**

Members noted that the next meeting of Full Council is scheduled for Wednesday 22nd December 2021 and will take place in the main hall at the Diss Youth & Community Centre.

FC1121/13 **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.

FC1121/14 **CEMETERY CHAPEL**

Members considered a report (reference 34/2122 referred) regarding the quotes received for works required to the Cemetery Chapel roof. It was

- RESOLVED:
1. To appoint M&J Group to complete the works to the Cemetery Chapel roof as per the specification, tender and subsequent email exchange received at a total cost of £65,838.48 + VAT.
 2. To allocate the shortfall of £11,537.48 to General Reserves.
 3. To acknowledge that further expense may arise and to hold an extraordinary meeting if required.

**(Action: MM; immediately
Action: RFO; on payment)**

The meeting was followed by the presentation of the Past Mayor's badge to councillor Sonia Browne.

Meeting Closed: 20:40.

Councillor Olander
COUNCIL LEADER