

DISS TOWN COUNCIL
MINUTES

Minutes of the meeting of the **Town Council** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 10th January 2024** at **7.25pm.**

Present: Councillors: D. Collins, M. Gingell, S. Kiddie, A. Kitchen, K. Murphy (Chair), S. Olander, R. Peaty, L. Sinfield, E. Taylor & J. Welch.

In attendance: Sarah Villafuerte-Richards (Town Clerk/Chief Executive Officer)
3 members of the public

FC0124/01 **APOLOGIES**

Apologies were received and accepted from councillors Browne (heating issues) & Robertson (ill health).

FC0124/02 **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

There were none.

FC0124/03 **MINUTES**

Members confirmed the minutes of the Full Council meetings on 20th December 2023. It was

RESOLVED: To approve the minutes of the meetings of Full Council held on 20th December 2023 as a true record to be signed by the Town Mayor.

(Action: Town Clerk; immediately)

FC0124/04 **PUBLIC PARTICIPATION**

There were 3 members of the public present. It was noted that County / District Councillor Kiddie & District Councillor Minshull were at another engagement prior to the meeting and would endeavour to attend this meeting. A member of the public asked about Park Radio's presence in the Diss Youth & Community Centre given the RAAC concrete. It was confirmed that this area along with the reception area and toilets is safe for use given there is no concrete above these areas. Costs are awaited for stabilising the building and a new roof prior to considering other options.

FC0124/05 **ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

FC0124/06 **FINANCE**

a) Members noted bank outgoings for December 2023. The replacement of bottled water with a filter tap to save costs was raised again. It was noted that the Facilities & Buildings Manager only returned to work after Christmas and that it would be brought to his attention following the meeting.

b) Members noted the Income & Expenditure report for December 2023.

c) Members noted Earmarked Reserves for December 2023.

FC0124/07 **BUDGET**

Members considered the Council's budget and precept request for the 2024-25 financial year. It was

RESOLVED: To approve the precept demand to South Norfolk Council of £668,148 or £235.76 for each Band D householder for financial years 2024/25.

(Action: RFO; immediately)

FC0124/08 **SCHEDULE OF MEETINGS**

Members considered the draft Schedule of Meetings for the Mayoral Year 2024-25. There was discussion around increasing the number of Full Council meetings from 9 & replacing the Tuesday 2025 dates with Wednesdays. It was

RESOLVED: To approve the draft Schedule of Meetings for the Mayoral Year 2024-25 to include February and October meetings and a six-week gap between the July and September meeting dates.

(Action: Town Clerk; immediately)

FC0124/09 **PROGRESS REPORT**

Members noted progress on decisions made at the last meeting of Council. Former councillor George Waterman is keen to be involved in the planting of six additional trees and it was noted that this task had been allocated to the Green Corridors Action Group of which he is a member.

FC0124/10 **DATE OF NEXT MEETING**

Members noted that the next meeting of Full Council is scheduled for a date in February 2024 to be determined at 7.15pm.

FC0124/11 **PUBLIC BODIES (ADMISSIONS TO MEETINGS)**

Councillors 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.

FC0124/12 **PAYROLL**

Members considered recommendations regarding outsourcing payroll (report reference 49/2324 referred). It was

RESOLVED:

1. To outsource payroll to NALC by 01/02/2024.
2. To cancel SAGE software subscription which is due to renew on 01/02/2024.

(Action: RFO; by 01.02.24)

Meeting Closed: 7.45pm.

Councillor Murphy
TOWN MAYOR