

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING HELD

Tuesday 07th September 2021 at 7.00pm at the Jubilee Community Centre

	Present	ACTION
	<p>The mayor - Cllr Groom</p> <p>Deputy Mayor - Cllr Westrop</p> <p>Cllrs: Daymond, Doyle, Gomes-Da Costa, Hayes, Hendry, Jordan, Lawson, Lewis, Moyses, Pickering, Pyatt, Ratcliffe, Sharman and J Woodmin</p> <p>Town Clerk – Elaine Oliver</p> <p>Assistant to the Clerk - Graham Spark</p>	
Number	Item	Action
74.21/2	<p>To receive Members' Apologies for Absence</p> <p>Cllr Hepworth - Medical Cllr Molyneux-Hetherington - Work Commitments Cllr Willow Woodmin - Personal</p> <p>These apologies were accepted.</p> <p>Borough Cllr Patel, Bullen NCC Cllr White</p>	
75.21/2	<p>To receive Members' Declarations of Interest</p> <p>There were no declarations of interest.</p>	
76.21/2	<p>Mayors Announcements</p> <p>The mayor thanked Cllr Pyatt for raising the issue of a lack of a loop system. This is now in place. A permanent loop will need to be considered by the Jubilee Community.</p> <p>The mayor reminded Cllrs that they must still take Covid-19 precautions</p> <p>11.08.2021 The Mayor, Deputy Mayor and Town Clerk met with the newly elected Police and Crime Commissioner on the Town Square along with residents.</p>	

	<p>The Mayor and Town Clerk had a zoom meeting with the Chamber of Trade with a view to supporting all local businesses and an event is planned for 27 October 2021. It will be discussed further under the agenda item for Action Downham.</p> <p>Platinum Celebrations – The Mayor and Town Clerk have met with the Borough Councillors and Officers to discuss the Platinum Celebration. It was a very productive meeting demonstrating that the Town Council and the Borough can work together to share resources.</p> <p>Since the last Full Council meeting there has been another very positive meeting with Cllr Stuart Dark, Leader of King's Lynn and West Norfolk Borough Council. He continues to be very supportive of DMTC initiatives. The message was very clear that he is the leader for West Norfolk and not just King's Lynn.</p> <p>Since Civic Events have started to open +the Mayor / Deputy Mayor have attended the following events:</p> <ul style="list-style-type: none"> • Eton Vale – Opening of newly refurbished residential Scout Centre • Event at How Hill, in conjunction with the County Council. • Visit to a reception on Cromer Pier at the Invitation of the High Sheriff of Norfolk <p>Advance Notice</p> <p>The High Sheriff will be visiting Downham Market on 28 September 2021 at all Cllrs are invited to meet with him.</p> <p>Festival Committee are meeting on 08 September 2021 for their AGM at the Heritage Centre. They are looking for people to join them to create the festival that everyone enjoys.</p> <p>A reminder to all Cllrs that the meeting must remain professional.</p>	
77.21/2	<p>To approve the minutes of the Full Council meeting 03.08.21:</p> <p>All Cllrs receive the minutes with the agenda.</p> <p>Proposer: Cllr Hendry Seconder: Cllr Westrop</p> <p>9 in Favour 5 Against – Cllr Daymond, Jordan, Lewis, Moyses and Pyatt 2 Abstained – Cllr Doyle and Lawson</p>	

	<p>The mayor stated that this was last discussed on 08.10.2019 by full council and the mayor reminded Cllrs agreed that respectful dress would be appreciated.</p> <p>Q3 – Children terrorising children in the town Although this is a Police matter and under their remit, the mayor has discussed the issue with the Community Liaison Officer. The Officer has agreed to attend the Full Council meetings, when available, and if unavailable, will provide a written report.</p> <p>Q4 – Cllr Lewis asked if he could read an email which he had received from a resident. As this was emailed to the office on 07.09.2021 at 17:23 (today) and outside of the prescribed timescales, The Clerk agreed to review the email and provide a response following the meeting. Cllr Lewis was asked to provide the email to the Assistant to the Clerk.</p> <p>Q5 – A member of the public requested to ask his question in person. He gave an overview of how he felt about the current market and was stopped due to time limits. The Deputy Mayor asked the questioner what his question was. The Deputy Mayor clarified that the question is ‘What are you (DMTC) going to do to arrest the decline in the market?’ The Deputy Mayor began to answer the question providing facts and figures. The member of the public became very upset that the Deputy Mayor had prepared a statement.</p> <p>A member of public entered the building without approval and not following Covid – 19 Risk Assessment and shouted at The Clerk, Mayor and Deputy Mayor making unfounded accusations.</p> <p>Cllr Hayes and several other felt threatened and intimidated.</p> <p>The Meeting was suspended, and the Police were called due to the disruptive and confrontational behaviour</p> <p>The recording was suspended.</p> <p>The meeting resumed after approximately 30 minutes.</p> <p>The mayor apologised to the residents of Downham Market, as due to the time taken to deal with the disruption, several the agenda items would no longer be discussed.</p>	
79.21/2	<p>Update on Vaccination Centre</p> <p>The Clerk confirmed that the Vaccination Centre has asked to extend until the end of February 2022.</p>	

	<p>It was reported Facebook post which was erroneously posted about the Vaccination Centre which was unhelpful to the business of the Council.</p> <p>Cllr Lawson made an inappropriate gesture.</p> <p>It was commented that it was positive for Downham residents and local areas.</p>	
80.21/2	<p>Update on the Market</p> <p>This was not discussed due to time constraints.</p>	
81.21/2	<p>Update on grant application</p> <p>This was not discussed due to time constraints.</p>	
82.21/2	<p>Update on proposed events from Action Downham – Cllr Westrop</p> <p>This was not discussed due to time constraints.</p>	
83.21/2	<p>To agree payment of Bills as attached</p> <p>The mayor confirmed the bills had been circulated prior to the meeting. The vote covered both payment lists.</p> <p>Cllr Lewis asked a question regarding a bill from Ward, Gethin, Archer as the Council's legal representatives are Hawkins Ryan. The mayor confirmed it was an HR issue and could not be discussed in an open meeting however the details would be disclosed under confidentiality.</p> <p>Proposed Cllr Westrop Seconded Cllr Hayes</p> <p>'That the bills be paid as circulated'. Agreed</p> <p>11 in favour</p>	
84.21/2	<p>To accept notes from Committee/Strategy Group meetings –</p> <p>84.1 Neighbourhood Plan Strategy Group – 22.07.2021, 05.08.2021, 19.08.2021</p> <p>This was not discussed due to time constraints.</p> <p>84.2 Environment Strategy Group – 11.08.2020 and Statement of Purpose and Terms of Reference</p> <p>This was not discussed due to time constraints.</p>	
85.21/2	<p>Neighbourhood Plan</p>	

	<p>85.1 To receive an update on the Neighbourhood Plan This was not discussed due to time constraints.</p> <p>85.2 To agree consultation date and place This was not discussed due to time constraints.</p> <p>85.3 To agree leaflet distribution This was not discussed due to time constraints.</p>	
86.21/2	To discuss and agree work at the JCC This was not discussed due to time constraints.	
87.21/2	To submit items for next agenda This was not discussed due to time constraints.	
88.21/2	To agree the date of next meeting This was discussed after item 89.21/2 This was agreed for Tuesday 05 October 2021 at 7pm.	
89.21/2	<p>Confidential Items To consider a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press.</p> <p>Proposed Cllr Hayes Seconded Cllr Pickering</p> <p>'That due to the commercial sensitivity that the following items be discussed in confidentiality:</p> <p>Agreed</p> <p>89.1.21/2 Property portfolio 89.2.21/2 To discuss potential sale of property Cllr Pickering reported that an approach had been made to purchase one of our buildings. On a proposal by Cllr Pickering, seconded by Cllr Hendry it was agreed at this moment to keep this building as an asset and not sell, a revised offer would always be considered.</p> <p>89.3.21/2 To discuss and agree lease It was agreed that our assets should be looked at and to see how we manage them going forward. The Clerk read out the salient points of the lease and the proposed rent. The public works loan board is paid by DMTC, and the insurance would still need paying.</p>	

	<p>Details of the contract remain confidential to the Council It was agreed that appointments could be made to view the lease once it is back from the Solicitors, and this would be brought back to the next full council meeting</p>	
89.4.21/2	<p>Update on staffing issues The discussion was an HR issue and details were heard in private.</p>	
89.5.21/2	<p>Grievance raised Council was advised that the two grievances had been lodged with a Cllr and council itself and will be dealt with in line with council policy As the Council had a duty of care precautions have been taken to protect a member of staff as detailed in confidential notes</p>	
	<p>Meeting closed at 8.50</p>	