

DOWNHAM MARKET COMMUNITY DEVELOPMENT COMMITTEE

MINUTES OF MEETING HELD ON WEDNESDAY 2ND JANUARY 2019 AT 7.00PM

Present	The Mayor	Cllr D Sharman
	The Deputy Mayor	Cllr J Doyle
	The Vice Chairman	Cllr A Pickering
	Councillors	Cllr R Horne
		Cllr R Turner
		Cllr E Lightfoot
	Non-Committee Cllr	Cllr F Daymond Cllr E Hendry
	Clerk	T Griffin

Those in attendance at the meeting were notified of the emergency evacuation procedure from the Town Council offices.

Members were asked to ensure that their mobile telephones were either switched off or on silent mode.

1255. **To receive Members; apologies for absence**

Apologies were received from the Chairman Cllr Hobbs, Cllr Groom, Cllr Reed, Cllr Woodmin, and Borough Cllr Westrop.

1256. **To receive Members' Declarations of Interest**

There were no such declarations of interest.

1257. **To approve the minutes of the Community Development Committee meeting on Wednesday, 5th December 2018**

Proposed: Cllr D Sharman

Seconded: Cllr R Turner

' The minutes of the Community Development Meeting held on Wednesday, 5th December 2018 be accepted as a true and accurate record'

6 in favour, 2 abstentions.

Public Participation

The Chairman suspended the meeting for public participation.

There were no members of the public in attendance and the Chairman ascertained that no Councillor wished to speak in that capacity. Accordingly, the Chairman resumed the meeting.

1258. **To receive the Clerk's report**

There was no such report

1259. **To receive Councillors' Questions**

There were no Councillors' questions.

1260. **To approve payment of the Community Development Committee bills**

A list of bills had been circulated (Appendix 1)

Proposed: Cllr J Doyle

Seconded: Cllr R Turner

'That the Community Development Committee bills be paid as per the attached schedule.'

6 in favour, 2 abstentions.

1261. **To review Mission Statement**

Cllr Lightfoot acknowledged the work of those involved in organising town events and recognised that many are free of charge to encourage wide public participation. However, she suggested that there are sections of the town community who do not engage with activities for a variety of reasons. Councillors discussed possible explanations for this, but to widen their understanding of the issues Councillors proposed:

'That the Clerk make enquiries of the District and/or County Council Community Development departments with a view to organising a presentation and discussion about engaging all sections of the community at a future meeting of this committee'

Proposed: Cllr J Doyle

Seconded Cllr R Turner

6 in favour, 2 abstentions

1262. **To receive minutes from the Sub-Committees of this Committee:**

- a. **Events Sub-Committee** – met in December and agreed dates for 2019 events.
- b. **Water Festival Sub-Committee** – Cllr J Doyle agreed to arrange a meeting of the sub-committee.
- c. **Christmas Lights Sub-Committee** – a report to this committee will follow the debrief on 15.1.19, Cllr Horne agreed to attend this to discuss the possibility of community carol singing as part of next year's event.
- d. **Music Festival Sub-Committee** – roles and responsibilities have been agreed. The name of the events will be discussed at the next meeting.

1263. **Town Council website – update**

Cllr Pickering reported that two potential providers will meet with the working group on 14th January 2019, and a recommendation will follow to the Finance committee.

1264. **Update on Proposed Music Festival**

Discussed under 1262 (d) above.

1265. **KLWNBC Love West Norfolk Campaign**

Cllrs Lightfoot and Turner will draft words of support on behalf of the Town Council, after which the Clerk will arrange publicity.

1266. **To receive a report for West Norfolk Tourism Forum**

Cllr Daymond reported that the next Forum meeting will be held in the Town Hall on 30th January 2019, which will provide the opportunity to promote Downham Market to a wider audience.

1267. **Update on Downham Market Arts**

There was no update.

1268. **To receive and consider Financial Report (month 9)**

The format for the reports using the new accounting system is still being finalised, there was therefore no report to consider.

1269. **To discuss any urgent items notified to and agreed by the Chairman prior to the meeting**

There were no such items.

The Chairman thanked everyone for attending and closed the meeting at 8.05pm

Signed:

Chairman:

Date:

Initial