

DOWNHAM MARKET TOWN COUNCIL
MINUTES OF EXTRAORDINARY FULL COUNCIL MEETING HELD

Tuesday 16th February 2021 at 7.00pm

This was held as a zoom meeting.

	<p>Present The Mayor Cllr Hayes, Chair Cllrs Hepworth, Daymond, Pyatt, Hendry, Brighty, Woodmin, Westrop, Pickering, Sharman, Doyle, Lawson, Willow</p> <p>Town Clerk Elaine Oliver</p> <p>Norfolk County Cllr White Borough Cllr Ratcliffe</p> <p>Members of the public</p>	
Number	Item	Action
1	<p>To receive Members' Apologies for Absence Cllr Groom (personal), Molyneux-Hetherington (work) – apologies accepted Borough Cllr Patel apologies noted</p>	
2	<p>To receive Members' Declarations of Interest Cllr Hepworth's standard declaration of her employer, Hawkins Ryan</p>	
3	<p>Mayors Announcements None</p>	
4	<p>Matters Arising No matters arising</p>	
	<p>Adjourn the meeting for public participation and consideration of written reports and written questions. The Chair said she would accept verbal questions for this meeting, with a maximum of 15 minutes devoted to public participation.</p> <ul style="list-style-type: none"> • Borough Councillors reports and questions - none • Public Participation - Barry Watts opposed the footpath access at Ryston End, due to vastly increased usage by pedestrians and vehicles. He added that the highways infrastructure is not suitable and that he had recorded his comments on the BCKLWN Planning portal. <p>RESUME MEETING</p>	

5	<p>To approve the minutes of the Extraordinary Full Council Meeting 15.12.20</p> <p>Proposed Cllr Pickering Seconded Cllr Sharman</p> <p>Approved</p> <p>With an amendment from NCllr White – that he was not happy with the entrance onto Bexwell Rd for the development discussed and he would take this up with the Highways Dept at NCC.</p>	
6	<p>To discuss the planning application 21/00152/RMM: RESERVED MATTERS: Up to 300 dwellings and associated infrastructure and access at Land S of Denver Hill N of Southern Bypass E of Nightingale Lane Downham Market Norfolk</p> <p>The Mayor reminded the meeting that the application was approved in May 2018 and that this meeting was to discuss the reserved matters ie the layout, the scale, the appearance and the landscaping.</p> <p>Cllr Daymond, Chair of Planning Committee, summarised the development and the style of housing on offer. The 300 dwellings includes 60 for affordable housing. He highlighted the phased development schedule. He invited comments from Cllrs.</p> <p>The Mayor – 1) Plots nos 209 and 210 appear very close to existing dwellings. 2) Appearance – developers said they would design in line with the local vernacular and colour palette and the plans show red brick and slate roofs which is not line with the statement. 3) Police had raised issue around security especially in terms of the location of the parking provision and for the allotment areas and I would like to reassured how the developer will respond.</p> <p>Cllr Westrop – 1) Some of the house plots look very close together. 2) Concerns about biodiversity and protecting the wildlife and would like reassurance that the existing ponds retain their integrity and habitat is preserved. 3) Building materials they plan to use do meet the vernacular and are not sympathetic to the town. 4) Footpaths need to be improved and the cycle ways maintained.</p> <p>Cllr Pyatt – 1) I feel the developers are trying to put too much on the site. 2) Want to support the case put forward by Denver Parish Council with concerns about the boundary and the formation of a ‘rat run’ through the village. 3) Surprised that Anglia Water has not raised concerns 4) Public Rights of Way – would like to see these improved. 5) I agree with the comments about the building materials 6) I want to support the concerns from the Police.</p>	

	<p>Cllr Hendry – 1) Our sewage works is already overloaded and unable to cope, and perhaps a provision for improving capacity should be included.</p> <p>Cllr Lawson – 1) I can confirm that Anglia Water and the Electricity suppliers have no option but to make provision for new developments. 2) Denver boundary and creation of ‘rat run’ – currently there’s no physical barrier preventing vehicular movement going through Ryston End into town.</p> <p>Cllr Daymond – Concerned about existing electrical capacity which is already running at 110%.</p> <p>Cllr Hepworth – 1) support the points picked up earlier – wonder how they can say they have designed to the local vernacular when they clearly haven’t; the houses are very uninteresting and look cheap. 2) The Police have commented about the pond area too 3) would like reassurances about the natural spaces and how these are to be maintained and protected.</p> <p>Cllr Daymond highlighted that this is the first market town development this company have taken on, their track record is in city developments. We need to ensure they focus on the needs of the town.</p> <p>The Chair summarised the concerns raised:</p> <ul style="list-style-type: none"> • Pedestrian access particularly at Ryston End; the public rights of way and footpaths that run through the development. • Maintenance of the biodiversity particularly in relation to newts, and how the developer can reassure us about protection of habitats and ongoing maintenance and funding for green areas. • Appearance of the houses – not attractive and they do not fit in with the appearance of the town, the local vernacular and colour palette. • Close proximity to neighbours in particular plot 209 and 210. • Feel there are a lot of plots squashed into the area. • Concerns about capacity of amenities eg sewerage, electricity etc • Creation of a ‘rat run’ through to Ryston End and the need for assurances that this will not happen. • Reassurance that the issues raised by the Police will be addressed. • Ongoing responsibility for the public amenity areas – who will be taking these on? 	
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	<ul style="list-style-type: none"> • The site is a Site of Specific Scientific Interest and brings with it responsibilities to protect the natural habitats. • Increased traffic running through Denver village • Price of the houses are not conducive to the local area • That CIL payments be pursued. <p>The Chair asked if any Cllr wished to propose 'That the reserved matters be approved' – there was no proposer for this motion.</p> <p>Proposed: Cllr Pyatt Seconded Cllr Westrop All in favour 'That DMTC do not agree with the current reserved matters application based on the above summarised points and that the response to the Borough Council will reflect this.'</p>	
7	<p>To consider a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press. Proposed by Cllr Hayes and agreed.</p> <p>The meeting was reminded that any discussion of items under this section, outside of this meeting, would be a breach of standing orders and the code of conduct.</p> <p>Cllr Hayes went round all individual Cllrs and the Clerk so they could confirm that the location they were calling from was secure, and no one was with them in the room. All Councillors and the Clerk confirmed this was the case.</p> <p>7.1 To discuss HR Provision and decide on an HR provider – contractual. Cllr Pickering as chair of HR reported the last meeting of HR meeting discussed the outsourcing of HR. It was felt outsourcing this important service was vital in the council meeting its obligations and indeed protecting staff and councillors alike. It was also explained that the Council should be promoting well being among staff and this service would include an employee assistance programme with a helpline for any issues that may be affecting them including outside work. The Clerk would still be the point of contact for staff and with the appointed HR company . The HR committee would continue with an amended term of reference, to be a support for the Clerk and to receive a regular overview from the Clerk so that they can provide checks and balances but not be in control. The meeting was reminded that the Council as a body employs staff not individual council and they act through the Clerk. After debate the following was proposed by Cllr. Pickering</p>	

7.2	<p>“On a recommendation by HR it is proposed to outsource the HR process to the preferred supplier on a 5-year contract for up to £250 a month.”</p> <p>This was seconded by Cllr Hendry and agreed. Cllr Lawson stated he could not vote until he had seen a balanced score card.</p> <p>To receive an update on a Downham Market vaccination centre Cllr Hayes reported on the progress of a vaccination centre in Downham Market. All details are to be kept confidential on the strict request of the CCS/NHS. Details will be released as soon as everything is confirmed, and the CCS issue a press release.</p>	
8	<p>Date of next meeting to be held via Zoom 2 March 2021 at 7.00pm</p>	