

WYMONDHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON THURSDAY 3rd JANUARY 2013 in the Fairland Hall at 7.30pm.

Councillors present:

JRW Andrews	N Ward	JH Turner
M Elias	A Taylor	MJ Gibbins
DM Hockaday	R Savage	A Gardiner
CA Longhurst	D Fernee	C Foulger
G Jeffery		

Members of the public: 23

The Town Mayor, Cllr. R Savage presiding

01/13 APOLOGIES FOR ABSENCE Cllr. Roberts

02/13 DECLARATIONS OF INTEREST None

03/13 RESIDENTS QUESTIONS

- Mr Heard read out the following ‘The question is in relation to item 12 or 13 relating to the proposed budget. The question I wish to ask is quite fundamental in that in approving this proposed budget, do all councillors fully understand what is being proposed and agreed ? The reason why the question is asked is that in reviewing this budget myself, I find there is very little explanation of any of the proposed budget lines as to why they are increasing, decreasing or in fact staying static. The only explanation available is detailed in the Finance minutes under F47 & F48, so the question arises how our full council cannot question any of these figures themselves. The budget appears to be based on previous budgets – there is no explanation of how these figures are derived or how these figures tie in with the formal accounts prepared and duly accepted at the end of the year. When I have asked previously in Finance meetings how these figures are prepared I am advised that these are based on previous years actuals yet these figures are NOT quoted in the same documents. In fact the 2011/12 figures provided are from the budget from that year when the final accounts were approved by councillors in May last year. From what is presented it is difficult to correlate where the budget lines are derived from against the actual accounts previously shared, so in conclusion the question remains, in approving this proposed budget do councillors fully understand what is being proposed in this budget ?

Cllr. Gibbins responded that budget variations were discussed at the individual Committee meetings and the figures were based upon previous costs and then adjusted by the Clerk for predicted future expenditure. Placing actual on the budget sheets would be of limited value without knowing what the underlying transactions were and he then gave an example. The Precept which is then calculated is for the next financial year and that Councillors had the opportunity to ask questions when the item is formally discussed.

04/13 MINUTES OF MEETING Upon the proposition of Cllr. Jeffery and seconded by Cllr. Andrews the minutes of the meeting held on 4th December 2012 were approved as a correct record.

05/13 MATTERS ARISING None

- 06/13 FINANCE & GENERAL PURPOSES COMMITTEE the draft minutes of the meeting held on 18th December 2012 were presented by the Chairman and noted.
- 07/13 COUNCIL BUILDINGS, HEALTH & SAFETY and PERSONNEL WORKING GROUP the draft minutes of the meeting held on 22nd October 2012 were presented by the Chairman and noted.
- 08/13 COUNCIL BUILDINGS, HEALTH & SAFETY and PERSONNEL WORKING GROUP the draft minutes of the meeting held on 4th December 2012 were presented by the Chairman and noted. After discussion it was resolved to introduce the staff appraisal form subject to it being reviewed during use for improvements.
- 09/13 SUNDRY CREDITORS On the proposition of Cllr. Elias and seconded by Cllr. Ward it was resolved to pay accounts for December, as per the submitted list to the sum of £18,465.69

In compliance with Financial Regulations, the clerk tabled a list of salaries paid from the wages account to the sum of £8,123.41

- 10/13 CORRESPONDENCE received was considered and the actions proposed are recorded separately as an appendix to these minutes.
- 11/13 MAYOR'S ENGAGEMENTS were noted.
- 12/13 DISPENSATION Cllr. Savage introduced the paper issued with the agenda explaining the need to agree a dispensation as a result of the introduction of the Localism Act 2011. Upon the proposition of Cllr. Foulger and seconded by Cllr. Longhurst the following motion was unanimously approved.

The Town Council resolves to authorise a dispensation to all Councillors who are elected to the Town Council and live in Parish of Wymondham who have a Disclosable Pecuniary Interest under S33 of the Localism Act 2011 thereby allowing them to participate and vote in the procedure for the setting of the Council's budget and precept. The dispensation to remain in force until May 2015.

13/13 PRECEPT 2013/14

Cllr. Hockaday declared a Disclosable Pecuniary Interest in respect of any items relating to Wymondham Tennis Club and a Personal Interest in any item relating to Ketts Park.

Cllr. Gibbins explained the budget that had been prepared following work undertaken by the Council's committees. He then explained how the precept is calculated following the adjustments which have resulted from Central Governments changes to the housing tax benefits system and their award of a transitional grant. Councillors were then asked if they had any questions regarding individual budget lines following which on the proposition of Cllr Gibbins and seconded by Cllr. Ward it was unanimously resolved to set a budget of £386,224 which after a transitional grant of £42,419 leaves a required precept of £343,805 resulting in a Band D Council charge of £73.40 pa, the charge is unchanged from the present year.

14/13 TOURIST INFORMATION CENTRE Clerk introduced paper as attached to the agenda outlining the recent retirement of 3 members of the TIC staff and the probable loss of a grant from South Norfolk Council which is used towards Salary costs. The possible installation of a ‘touch screen’ information point by South Norfolk Council was also discussed and fears that it would be subject to vandalism were raised. Following a lively debate upon the proposition of Cllr. Andrews and seconded by Cllr. Gibbins it was resolved to approve the following recommendation.

Easter – End October (Summer hrs)		November – Easter (Winter hrs)	
Monday	10.00am – 2.30pm	Friday	10.00am - noon
Wednesday	10.00am – 2.30pm	Saturday	10.00am – noon
Friday	10.00am – 2.30pm	Total	4 hrs pw
Saturday	10.00am – 1.30pm		
Total	17 hrs pw		

Town Council approves revised opening hours as above together with the purchase of display stands, if appropriate, at a cost no more than £500.

15/13 BUS SHELTERS Clerk outlined the offer of Bus Shelters in the Whispering Oaks area of the Town as part of the Developers contribution to road/traffic infrastructure as outlined in a letter received from Norfolk County Council as attached to the agenda. After discussion it was agreed that the Council should pursue this offer by indentifying suitable sites. These should then be brought back to the Planning Lighting & Highways Committee with any decision being ratified by the full Council.

16/13 KINGS HEAD MEADOW TRUST WORKING GROUP Cllr. Gardiner outlined that a working Group had been established following the motion passed at the December full Council meeting and that he had been elected Chairman. The group had met informally 3 times and was going through a formal process with a view to presenting a proposal to the Council at its March meeting. He also advised that a private meeting with representatives of Wymondham Town Football Club had taken place and that they had been asked to prepare proposals with financial information by mid January.

17/13 REPORTS FROM DISTRICT / COUNTY COUNCILLORS
Norfolk County Council None

South Norfolk Council None

18/13 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

- Cllr. Hockaday reported that the South Wymondham Community Centre had closed.

19/13 HEALTH & SAFETY Nothing to report.

20/13 QUESTIONS UNDER S/O 8 None Received

[The meeting closed at 20.30 pm]

DATED thisday of2013

SIGNED(Chairman)

WYMONDHAM TOWN COUNCIL

MEETING 3rd JANUARY 2013

CORRESPONDENCE

Action

1. Norfolk Association Local Councils – South Norfolk Representative Vacancy
Noted

Information

1. Norfolk Association Local Councils – Norfolk Link Newsletter **Noted**
2. Wymondham Lions – letter of appreciation of support for Christmas Fayre evening
Noted

Mayor's Engagements

1. Wymondham Lions – Christmas Fayre – 6.12.12 **Noted**
2. East Coast Truckers – Children's Christmas Party – 15.12.12 **Noted**
3. Wymondham High School – Prize evening – 19.12.12 **Noted**