



TOWN CLERK
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Date: 02 May 2019
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**To: ALL LOCAL GOVERNMENT ELECTORS
IN THE TOWN OF DISS**

ANNUAL PARISH MEETING

The Annual Parish Meeting will be held on **Thursday 9th May 2019** at 6:00pm at the **Diss Youth & Community Centre**, Shelfanger Road, Diss.

Please note that this is a meeting of the electors of the town of Diss and as such all residents of Diss are cordially invited to attend and raise local issues.

Yours sincerely

Trevor Wenman
Town Mayor

AGENDA

1. Welcome by the Town Mayor of Diss
2. To approve as a true record the minutes of the Annual Parish Meeting held on Tuesday 1st May 2018 (copy herewith)
3. Annual Report on the activities of Diss Town Council
4. Report from the Norfolk County Council Member for Diss
5. Report from South Norfolk District Council Member(s) for Diss
6. Issues Raised by Electors (Q&A)

***To be followed by the presentation of awards to past serving Town Councillors
and the Honoured & Junior Good Citizens.***

ANNUAL DISS TOWN MEETING

Draft Minutes

Minutes of the proceedings of the **Annual Meeting of Duly Registered Local Government Electors** held in the United Reformed Church, Mere Street, Diss on **Tuesday 1st May 2018** at **6:30pm**.

Present: Councillor Trevor Wenman (Town Mayor) in the Chair
Sarah Richards (Deputy Town Clerk)
County/District Councillor Keith Kiddie
District Councillors Palmer and Minshull
37 local Government Electors
Representatives of 10 organisations
Diss Town Councillors: Browne, Crawford, Gibson, Kitchen, Liggett,
Mason, Olander, Robertson, Taylor and Mrs Wenman

1. WELCOME BY THE TOWN MAYOR OF DISS

Councillor Trevor Wenman welcomed those in attendance to the annual parish meeting of Diss.

2. MINUTES OF LAST MEETING

The minutes of the Annual Parish Meeting held on Tuesday 2nd May 2017 were agreed as a correct record and duly signed by the Town Mayor.

3. ANNUAL REPORT FROM DISS TOWN COUNCIL

Councillor Trevor Wenman presented a report of the activities of the Town Council over the last 12 months. He spoke of the success of Diss Carnival and other key town events notably, the first Diss Organ festival, the second Diss Cyclathon, Heritage Transport Fayre, & Christmas Lights Switch-on, which saw the lights extended into the Triangle.

Notable projects for this year included installation of the new Park footpath improving pedestrian access from the car park to the town centre, the resurfacing of the paths in St Mary's Churchyard, the launch of Park Radio airing from the DYCC and partnership working with the town's traders to improve the town's appearance & young people with the aim of setting up a Youth Council.

The Town Council in its role as planning consultee helped support local residents to influence improvements to the Frenze Hall Lane development including safe vehicular and pedestrian access under the railway bridge, persuaded the Planning Authority at the District Council to refuse the Morrisons application for new retail units, car wash area and tyre service & expressed strong concerns about the large retail units on the site behind the Thatcher's Needle.

Whilst highways are a County Council responsibility, the Town Council is continuing to work with partners on the proposed junction improvements at Vinces Road and the link road from the railway station to Nelson Road. The bus stop in front of the Shell Garage has been moved to alleviate some of the problems for traffic exiting Vinces Road.

The Town and Parish Boundary review, which takes place once every 15 years, saw the existing boundary between Diss & Roydon remain as existing, reflecting the strong opposition from Roydon residents to the proposed changes.

Due to the considerable costs of refurbishing the existing toilets at Mere's Mouth that neither the District Council nor Town Council has the available funds for, it was deemed that demolishing and re-building the facility would be the preferred option and suggestions from the community regarding future provision was requested. Ideas for spending the £116k available to Diss & Roydon for improving recreational provision for older children & adults were invited via a feedback form. Electors were also advised of the Town Council's decision to take on the streetlighting stock currently run by South Norfolk Council.

Heritage Triangle Project Programme Manager, Sheila Moss-King, presented the progress of the Project including the restoration & extension of the Corn Hall, the development of the streetscape around the 'Triangle' & the creation of a new garden & boardwalk across the Mere.

Graham Moore, a member of the Diss & District Neighbourhood Plan Steering Group provided an update on the current activities of the Group and progress towards the Plan.

4. ANNUAL REPORT FROM THE COUNTY COUNCILLOR FOR DISS

County Councillor Keith Kiddie provided a report on his activities as the County Council representative for Diss particularly the scheduled highways work. He advised that the severe weather conditions have halted several schemes namely the jetting of drains along the A1066 and the re-positioning of the bus stop from outside the Shell garage to the Denny Holme Care Centre but that the Frenze Hall Lane improvements are complete with new pavement and traffic lights. It was noted that almost £1million has been set aside for the combined Vinces Road junction improvements together with the Nelson Road / station link, which should help to alleviate some of the traffic congestion on this major route.

5. ANNUAL REPORT FROM MEMBERS OF SOUTH NORFOLK COUNCIL REPRESENTING DISS

District Councillor Palmer reported on his work as a representative of Diss Museum and as Chair of the Railway Station Group, which includes representatives from the franchise operator, South Norfolk Council, Norfolk County Council and Diss Town Council. District Councillor Minshull also advised of the small grant funds available from District Councillors for community groups in Diss.

6. ISSUES RAISED BY ELECTORS

A number of issues were raised by electors, which primarily related to the responsibilities of the District & County Councils or private owners. Hot topics included highways related matters including traffic congestion, dilapidated buildings in the town, the former infant school site status and whether the Town Council has any control over the types of business in Diss.

The meeting was declared closed at 7.15pm.

Signed as a true record - _____
TOWN MAYOR

The meeting was followed by the presentation of awards to past serving Town councillors, the Honoured & Junior Good Citizens and the Honorary Freeman of the Town.