

# DISS TOWN COUNCIL

## MINUTES

Minutes of the meeting of the **Town Council** held in the Council Chamber at The Corn Hall on **Wednesday 13<sup>th</sup> November 2019** at **7.15pm.**

Present: Councillors S. Browne (ex-officio)  
D. Collins  
M. Gingell  
N. Howard  
S. Kiddie  
A. Kitchen  
J. Mason  
S. Olander (ex-officio)  
D. Poulter  
J. Robertson  
E. Taylor

In attendance: Sarah Richards, Town Clerk  
County & District Councillor Kiddie  
District Councillor Minshull  
1 member of the press  
2 members of the public

**FC1119/01 TO CONSIDER APOLOGIES FOR ABSENCE**

Apologies were received and accepted from District Councillor Wilby.

**FC1119/02 DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

There were none.

**FC1119/03 MINUTES**

It was

RESOLVED: That the minutes of the meeting of Full Council held on 16<sup>th</sup> October were confirmed and signed as a true record.

**FC1119/04 PUBLIC PARTICIPATION**

There were two members of the public present, a candidate standing for co-option at item 7 on the agenda and a member who wished to speak on item 10. County/ District Councillor Kiddie & District Councillor Minshull were in attendance.

County/District Councillor Kiddie: presented a written report' to members prior to the meeting. It was noted that the Highways team is working hard to clear the gutters of leaves given the time of year and that despite the 'purdah' period leading to the general election, members can still be contacted by the public.

The regular reoccurrence of a water leak was reported in Frenze Road and there was a question on the parking restrictions in and around the Fitzwalter Road area when the polling station is in use.

It was also noted that complaints had been received regarding the County's streetlighting replacement scheme. The tops of the lights are buried in trees in Frenze Road, there is less light emanating from the bulbs and members were reminded that part-night lighting on connecting paths between main roads and estates should be switched on permanently. Councillor Kiddie agreed to investigate all matters.

**(Action: KK; by 5.12.19)**

District Councillor Minshull:

reported that he is meeting with Roydon Parish Council regarding the planning system and the same offer was extended to & accepted by Diss Town Council.

**(Action: GM; by 5.12.19)**

**FC1119/05**      **ITEMS OF URGENT BUSINESS**

There were none.

**FC1119/06**      **FINANCE**

- a) Councillors noted payment of accounts for October, which were tabled prior to the meeting.
- b) Councillors received the summary of income, expenditure and Earmarked Reserves for the month ending October 2019 also tabled prior to the meeting. There was a question regarding the amount in Earmarked Reserves relating to the Infrastructure committee and it was noted that most of these funds relate to unspent Community Infrastructure Levy funds. Councillor Poulter had further queries regarding the Income & Expenditure report and will liaise directly with the Council's RFO on further simplifying the report.

**(Action: RFO: immediately)**

**FC1119/07**      **CO-OPTION**

Councillors considered an application for co-option. Jim Welch was invited to explain his reasons for applying to become a councillor which included wanting to help others, his connections with local people and his situation which allows him to spend a lot of time in the town. A written ballot was conducted, and it was agreed that written ballots would be considered at a future meeting for future co-options to Diss Town Council. With a vote of six in favour, four against and one abstention, it was

RESOLVED: to co-opt Jim Welch as a Diss Town Councillor.

**(Action: Clerk; immediately)**

*Councillor Welch joined members at the table.*

**FC1119/08**      **RIDE-ON MOWER**

Councillors considered expenditure on a replacement ride-on mower (report reference 19/1920 referred). It was noted that all Council equipment is stored securely, and it was agreed that tracking devices would be investigated to improve security measures. Members discussed the legal requirement to purchase a road worthy mower and the reduction in labour cost given a trailer will no longer be required to transport the existing one. It was agreed that part-exchange would be discussed, and competitor prices would be sought. It was

- RESOLVED:
- a) to seek further quotes for a replacement ride-on mower including recouping the value of the existing mower
  - b) to approve the purchase of a replacement ride-on mower up to the value to £12.5k to be paid from Earmarked Reserves DYCC
  - c) to investigate tracking devices for improved security of high value equipment.

**(Action: DepTC/MM/SO; immediately)**

**FC1119/09**      **NORFOLK FIRE & RESCUE SERVICE**

Councillors considered a response to the Norfolk Fire & Rescue Service's consultation on their Integrated Risk Management Plan. It was noted by County Councillor Kiddie that Diss would retain one fire engine and a smaller more agile appliance for a more rapid response given the changing nature of fire response with the increase in traffic incidents and flooding risk. There was discussion around the lengthy report and that it provides reassurance that things are going in the right direction. It was noted that Diss is well situated for a response time of 13 minutes albeit the brigade isn't currently meeting its targets in this area. Members discussed that the Council's response should be restricted to the parts of the proposal affecting Diss and that the consultation closes on 10<sup>th</sup> December. It was also noted that the Council's Resilience Plan (emergency planning) is under review by Councillor Roberson and that training in this area for councillors would be investigated. It was

- RESOLVED:
- a) That Councillors Olander, Poulter, Robertson and the Clerk draft a response to the Norfolk Fire & Rescue Service's consultation on their Integrated Risk Management Plan by 10<sup>th</sup> December.
  - b) That the Clerk investigate resilience risk training for councillors and staff.

**(Action: SO / DP / JR / Clerk; by 10.12.19)**

**FC1119/10**      **VE DAY 75**

Councillors considered the Town Council's involvement in the VE Day 75 celebrations during the weekend of 8<sup>th</sup>-10<sup>th</sup> May 2020. Ideas from other town and parish councils were included in the agenda pack. It was agreed that any event should not detract from the Diss Carnival event, which takes place 5 weeks later, that there might be a role for the Council in coordinating the efforts of community groups who may already have plans and that VJ Day 75 marking the later end to the battle in Japan should be included in the celebrations. Andy Rackham spoke of his passion for this subject, the importance of holding an educational event and including war veterans and early decision making. There was a discussion on budgetary requirement, and it was noted that South Norfolk Council is offering grants. It was

RESOLVED:    to appoint Councillors Browne, Collins, Kiddie, Welch to work with Andy Rackham and the Clerk to investigate options for VE & VJ Day 75 celebrations.  
**(Action: SB / DC / SK / JW / AR / Clerk; immediately)**

**FC1119/11**      **ITEMS FOR NOTING**

- a) Members noted progress on decisions made at the last meeting of Council. There was a query regarding ownership of the Post Office building and the reference to lease and it was agreed that Councillor Taylor would be invited to the meeting on Friday regarding future leisure provision I Diss.
- b) Members noted the request regarding the national community energy campaign and members were advised to regard it with caution.

**FC1119/12**      **DATE OF NEXT MEETING**

Members noted that the next meeting of Full Council is scheduled for 11<sup>th</sup> December.

Meeting Closed: 8.25pm.

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Councillor Browne  
TOWN MAYOR