



**MINUTES OF THE MEETING OF REEPHAM TOWN COUNCIL  
HELD ON WEDNESDAY 8<sup>TH</sup> FEBRUARY 2023 AT 7:30PM AT THE TOWN HALL**

**Present: Cllr P. Mitchell (Chair), M. Lester, M. Steel, J. Harding, M. Boshoff, G. Kular, J. Prigmore & S. Morgan (from 7:33pm)**  
**District Councillor S. Beadle**  
**Town Clerk – Kirsty Cotgrove**  
**3 members of the public**

**23/22. APOLOGIES FOR ABSENCE**

It was **RESOLVED** to accept apologies for A. Hazelwood and S. Dilley.

**23/23. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None.

**23/24. TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 11<sup>TH</sup> JANUARY 2023**

Minutes of the Town Council Meeting held on 11<sup>th</sup> January had previously been circulated. The minutes were unanimously **AGREED** and signed.

**23/25. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**

Rotary Club Jubilee tree – Broadland District Council has confirmed it is happy with the proposal for a tree to be planted in the Market Place, and has offered some guidance.

**23/26. TO CONSIDER CO-OPTION TO THE TOWN COUNCIL**

No application has been received from a person who previously showed an interest in joining the Council.

**23/27. REPORTS FROM POLICE, DISTRICT AND COUNTY COUNCILLORS**

**PC Colin Bailey** – None.

**District Councillor** – District Cllr Beadle reported that Broadland's portion of the council tax is unlikely to be increased in April. South Norfolk Council is now operating from Thorpe Lodge with Broadland, but both will move to the new office at Broadland Business Park when renovations to the building are complete.

**County Councillor** – County Cllr Peck had sent his apologies.

**23/28. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS**

Mark Bridges (Reepham Music Festival) was in attendance. He provided plans to Councillors for the proposed temporary closure of a small part of the Market Place for one afternoon on 13<sup>th</sup> August, to allow a music event to be held at the Kings Arms, as part of the music festival.

*It was **AGREED** to take item 10 next, to allow for discussion and agreement.*

**23/29. TO CONSIDER A REQUEST BY REEPHAM MUSIC FESTIVAL TO FENCE OFF A SECTION OF THE MARKET PLACE OUTSIDE THE KINGS ARMS FOR THE REEPHAM MUSIC FESTIVAL**

It was noted that the closure would only take 8-10 parking spaces, and pedestrian access to Pudding Pie Alley will be maintained throughout. Insurance will be covered by the Kings Arms. It was **AGREED** to allow the temporary closure (prop. Cllr Steel, sec. Cllr Morgan).

*Three members of the public left the meeting at 7:39pm.*

### **23/30. FINANCE –**

#### **(a) To approve list of payments made / to be made**

The list of payments was circulated prior to the meeting. It was unanimously **APPROVED**.

#### **(b) To receive the income & expenditure report to 31<sup>st</sup> January 2023**

The Income & Expenditure report was received.

#### **(c) To review the Financial Regulations, Financial Risk Assessment and Financial Internal Control policies**

These policies were reviewed and duly **APPROVED**.

#### **(d) To consider grant applications from Reepham Rotary for the Food Festival, and Reepham New Age Kurling**

It was noted that the Food Festival is a valuable community event, and the grant of £400 was **AGREED**. The grant request from the Kurling Club of £50 (from the Jubilee grant allocation) was also **AGREED**.

### **23/31. ALLOTMENTS – TO RECEIVE ANY UPDATES, AND TO REVIEW THE RENTAL FEES FOR OCTOBER 2024**

It was noted that the current fees cover costs, so it was **AGREED** not to increase the rental at this stage.

### **23/32. MARKET PLACE**

None.

### **23/33. OVERTON WAY PLAY AREA - TO RECEIVE ANY UPDATES**

None.

### **23/34. TOWN HALL – TO RECEIVE ANY UPDATES AND REVIEW HIRE FEES**

Following discussion, it was **AGREED** that hire fees should remain the same, until such time as bookings increase.

### **23/35. CEMETERY – TO RECEIVE AN UPDATE AND REVIEW BURIAL FEES**

It was **AGREED** to raise cemetery fees in line with the Church of England fees.

### **23/36. STIMPSON'S PIECE – TO CONSIDER REQUESTS FROM TRUSTEES**

None.

### **23/37. HIGHWAYS MATTERS**

#### **(a) To update on the possibility of extending the 20mph speed limit along Norwich Road as far as the junction with The Moor and requesting that HGV vehicles over 3.5t unladen weight are prohibited from the Market Place and Church Hill except for access / deliveries.**

The Clerk has confirmed with Richard Pearson (Norfolk County Council Highways) that the feasibility study will cover Reepham as a whole, not just HGV restrictions.

### **23/38. PUBLIC TOILETS – TO RECEIVE ANY UPDATES**

None.

### **23/39. TO REVIEW THE STANDING ORDERS OF THE TOWN COUNCIL**

Following discussion, it was **AGREED** to adopt the NALC model Standing Orders (prop. Cllr Lester, sec. Cllr Kular).

### **23/40. PLANNING**

#### **(a) APPLICATIONS FOR CONSIDERATION**

**20230145 / 20230137** Valley Farmhouse, Whitwell Common, Whitwell. Timber Conservatory. It was **AGREED** that the Town Council has no objection or comment on this application.

**20230112** Hornsea Project Three Offshore Wind Farm. NI DCO (PI ref EN01000) Discharge of DCO Requirement 14. The Town Council has no comment or objection to this application.

#### **(b) APPLICATIONS DETERMINED**

None.

#### **(c) TO CONSIDER LATE PLANNING APPLICATIONS**

**(d) TO NOTE CONSULTATION RESPONSES MADE BETWEEN MEETINGS**

**20221856** 35 Wood Dalling Road, Reepham. Rear single storey extension with flat roof with skylights. The Town Council made no further comment on this application.

**20221362** Reepham High School and College, Whitwell Road, Reepham. Installation of air source heat pumps to two locations. The Town Council made no further comment on this application.

**23/41. TO UPDATE ON WIND FARM CABLING CORRIDORS AND APPLICATIONS**

Correspondence has been received which suggests that Orsted intend to suspend HGV restrictions in Reepham during the construction phase. The Clerk has been in contact with Norfolk County Council Highways, who feel that this is not the case. The Clerk sent a copy of the Construction Traffic Management Plan (CTMP) to them, and await their response. Two members of the public, one from Bawdeswell and one from Cawston are meeting soon to discuss the CTMP. Cllr Harding offered to attend on behalf of Reepham.

**23/42. TO CONSIDER FUTURE STEPS IN RELATION TO THE CHURCHYARD AND CHURCH WALL, AND TO MAKE ANY RESOLUTIONS NECESSARY**

Currently, the Town Council has responsibility for the wall, based on a written agreement with the Parochial Church Council in 1985. Members of the Council met with PCC representatives some months ago, to advise that the maintenance of the wall is becoming prohibitively expensive and to discuss options, but no response from the PCC has been received. It was **AGREED** to write to the PCC to state that the Town Council is minded to return the responsibility for the churchyard and wall to the church. This will be a resolution on the March agenda.

**23/43. TO NOTE CORRESPONDENCE, ITEMS OF INFORMATION & REFER TO FUTURE AGENDA ITEMS**

The primary school has written to the Town Council to consult on a proposal change to their age range allowance, to accommodate their own nursery provision. It was **AGREED** that the Clerk will reply to fully support the proposal.

**23/44. TO CONFIRM THE DATE AND TIME OF THE NEXT TOWN COUNCIL MEETING – 8<sup>TH</sup> MARCH 2023**

The next Town Council Meeting will be held on Wednesday 8<sup>th</sup> March 2023 at 7:30pm at the Town Hall.

**23/45. TO CLOSE THE MEETING**

There being no further business, the Chairman closed the meeting at 8:30pm.

Minutes Agreed..... 8<sup>th</sup> March 2023