

SWAFFHAM TOWN COUNCIL

Minutes of the Full Council meeting held on Wednesday 14th January 2009 at 6.45p.m in the Town Hall, Swaffham.

Present: Deputy Mayor Mr D. Harman (in the chair)

Councillors: - Mrs C. Baker, Mr D. Butters, Mr P. Darby, Mr C. Gunner,
Mrs T. Jennison, Mayor Mrs. S. Matthews, Mrs. S. Lister, Mr. F. Sharpe
Mr I. Sherwood, Mrs J. Skinner, Mrs P. Wade and Mr D. Wickerson.

Town Clerk: - Mr R. Bishop
Deputy Town Clerk: - Mrs M. Meyrick
Police:- Inspector A. Porter

Public: - 12

1430. APOLOGIES & REASONS FOR ABSENCE.

1430.1. There were no apologies for absence.

1431. DECLARATIONS OF INTEREST – for items included on the Agenda.

1431.1. Cllr Jennison declared a personal interest on item 1436.2 - application 1659/F.

1431.2. Cllr Gunner declared a personal interest on item 1435.7.

1431.3. Cllr Butters declared a personal interest on item 1435.7.

1431.4. Cllr Matthews declared a personal interest on item 1435.7.

1431.5. Cllr Harman declared a personal interest on item 1438.1.

THE MEETING WAS ADJOURNED AT 6.46P.M.

There were no comments received from the public.

THE MEETING RECONVENED AT 6.47P.M.

1432. POLICE REPORT

1432.1. The crime statistics total 54 offences for Swaffham and neighbouring parishes. There were 5 burglary to dwellings, 2 are detected and 12 offences of criminal damage. There have been 16 fixed penalty notices issued to drivers and 4 advice notices with 59 notices issued to drivers who have been driving in an anti social way. The police are going to seek funding to deal with this. 35% of calls relating to anti-social behaviour were for Sandringham Way and Merryweather Road areas. The police are planning a multi-agency meeting to reduce this figure with a view to improving quality of life for residents, the police will seek to work with other agencies.

1432.2. Cllr Skinner applauded what the police are doing in Swaffham but does have a concern with activities that take place in the churchyard in the evenings, as all the wreaths have been kicked around. The Inspector asked if these incidents were reported, if they are not then the police are unable to do anything. The Inspectors e-mail address is available for people or this could be reported to Mr Bishop who could pass it on. There are signs going up with the Crimestopper number and details to encourage people to report anything.

1432.3. Cllr Sherwood raised a question relating to the burglary dwellings figure – were they in the same location and/or people. The Inspector informed the Council that these crimes were spread across the town and 2 were domestic related but are not linked to the other 3. They have stepped up patrols and everything that should be done has been done and investigated by CID.

1432.4. The next SNAP meeting is on the 10th February in the Assembly Rooms.

1433. MAYORS' REPORT

1433.1. Mayoral events for December 08 & January 09.

14th December	Lions @ Lunch for Residents
20 th December	Distributed Christmas Cheer to Market Stallholders
25 th December	Visited 6 Residential Homes and the Cottage Hospital
9 th January	Attended Reception at RAF Lakenheath

Deputy Mayoral events for December 08 & January 09.

11 th December	Attended reception at King's Lynn Town Hall, hosted by the Mayor and Mayoress of King's Lynn.
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1433.2. The Deputy Mayor invited Mr. Antony Pettifer of Pelorus to present a development proposal for informal consideration and comment. Mr. Pettifer previously addressed a Planning Committee meeting with outline proposals for Stanfield House in Lynn Road. Mr Pettifer explained that this planning proposal is for a retirement home scheme. It is planned to put in the planning application to Breckland by the end of February. There will be large oversized bedrooms, activity rooms, and on-site pharmacy as well as other things. All preliminary research has been carried out; trees and hedges have been taken into account with further scope for landscaping on site. Mr Pettifer was asked if the footpath from the site is going to be extended and the answer was "yes, it will be joined up with the new pathway." The Deputy Mayor thanked Mr Pettifer for attending the meeting.

1433.3. A late request has been received from the Breckland Christian Fellowship requesting permission to use the Buttercross, with electric on Saturday 11th April at 11am to 12noon. The plan is to sing and proclaim the Easter message, and give away hot cross buns. It is recommended that permission is granted.

It was unanimously agreed to give permission to the Breckland Christian Fellowship to use the Buttercross on the 11th April and access to the electric supply.
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1434. MINUTES

1434.1. The Minutes of Wednesday 10th December 2008 were agreed and signed as a true record by the Chairman.

N.B. To bring us in line with good practice could Councillors provide a written report particularly under items 10 Committee Reports, 11. Reports by Representatives of Outside Bodies, 12. Breckland Councillor Report, 13. County Councillor Reports and any resolution they wish to put to the Council. It should be noted that minutes are to record decisions and where appropriate a brief summary of either the issue and/or the debate. Verbatim minutes are only used very rarely and usually only on request.

1435. REPORT FROM THE TOWN HALL

1435.1. List of meetings for 2009 - Corrections.

Monday 14th December the Youth Council meeting starts at 6.30pm not 7pm.

Full Council meetings in 2010 January, February and March start at the normal time of 6.45pm and not 7pm as the list states.

1435.2. The Mayor and the Town Clerk put together a lengthy response to an anonymous letter published by the Lynn News on 30th December critical of the increase in the Council's Precept. The Town Clerk has asked some questions of the Lynn News relating to contact detail and whether the Lynn News planned to respond to the writer as they had the Council's Budget and Budget Report in their possession several weeks prior to the

publication of this letter. The comment from the Editor says “as ever, the Lynn News welcomes responses from any members of Swaffham Town Council in respect of this

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letter and criticisms made.” The Clerk went on to ask why the Lynn News has publicly asked this question when they already have the answers in the Budget and Budget Report. A response has been received stating that protocol does not allow the Lynn News to pass on details as the person has sought anonymity. The Mayor’s letter will be published next Tuesday. The Editor is prepared to attend a meeting with the Town Clerk and the Mayor in the near future.

1435.3. Meeting with Parkwood Holdings on 18th December – The Town Clerk and Deputy Town Clerk met with two representatives of Parkwood Holdings who are carrying out a feasibility study for sports & leisure provision in the Breckland District. It was a very positive meeting with the work of the Town Group being highlighted and access to various reports being given. Contact names and numbers were passed on and in general an overview was outlined of issues either in the pipeline or aspirations coming out of the various data collected recently. The Council Chamber was offered as a meeting point to assist Parkwood in contacting and discussing similar issues with sports clubs in the town. Meetings were held with Icen Partnership and the Swimming Pool Association at the Community Centre, then the remainder at the Town Hall as follows:- The Rugby Club, Football Club, Cricket Club and Bowls Club. A further contact has been given with regard to Hamond’s School. Parkwood are looking to conclude the report early next month.

1435.4. Just before Christmas the Town Clerk had a telephone call from the Managing Director of Proludic, this followed on from a number of exchanges relating to the installation of the play area at the Recreation Ground in the summer, eventually opening at the half-term in October. The Managing Director apologised profusely and promised a credit note would be sent with a written apology. To date the letter and the credit note have not been received. The Total credit owed is for £2,374.96 + Vat; this will leave just the 5% retention of £2,499.95 + Vat to pay in October later this year subject to satisfactory snagging being carried out by the contractor.

1435.5. The Council are still in dispute with ADT regarding an outstanding invoice. This relates to work carried out when building work took place in the offices back in July. A job completed over three days could have been done in one; ADT charged three call out charges hence the dispute. A credit note is due to clear the account.

1435.6. Danwood – our former copier Servicing Company have invoiced for a settlement figure that is way above what it should be. The Town Clerk has requested a meeting with Danwood and offered to settle the account on the day a reasonable account is received.

1435.7. Swaffham Museum – The Council are still trying to obtain the £2,850 grant from Breckland Council for TIC set up costs.

1435.8. Breckland Council – Still trying to resolve the car parking agency fee due for last year 2007/08, the fee for this year is not under dispute. This will be resolved shortly.

1435.9. Liaison meetings continue with Ray Johnson of Breckland Council - they are around the first Tuesday of the month. The Mayor, Deputy Mayor and Town Clerk attend the meetings and this gives an opportunity to raise any on-going issues with Breckland’s various departments.

1435.10. Bi-monthly meetings of the five Breckland Town Clerks continue with Chief Executive Trevor Holden (the next being Tuesday 20th January). This gives a good opportunity of talking directly to the Chief Executive in respect of the Local Government Review, the Town Council taking on more devolved services and any other Breckland issue of mutual concern to the five towns.

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1435.11. The lease with Rosemary Nash for a Paddock at Shoemakers Lane Allotments has been finalised. Mrs Nash is comfortable with the detail of the lease which is a three year rolling lease, as granted by the Secretary of State.

1435.12. Staff meetings twice a year are being introduced, one in March and one in October. The first will be to launch a staff handbook, the detail of which will be discussed by the Personnel Committee shortly.

1435.13. Larger Councils meeting – details have been circulated to Councillors this evening for a meeting on 10th February at Cromer Town Council 9.30am – 1pm. Speakers are Louise Metz from Norfolk County Council with a demonstration of the County Council's website; and Andy Coulson, HMRC regarding Parish Councils and VAT.

1436. PLANNING/DEVELOPMENT CONTROL:

1436.1. Planning decisions/information from Breckland Council:-

3PL/2008/1279/F Planning permission granted for the change of use of ground floor from class A1 to either Class A2 or A3 & conversion of upper floors to 3 no. flats. 75 Market Place. Dam Estates Ltd.	SP/Y/3/2008/1536/F Planning permission granted for the removal of condition 5 on planning permission 3PL/2007/1372/CU (shared amenity space). 4 Castle Acre Road. Mrs. Mandy Timmins.
3PL/2008/ 1464/CU Planning permission granted for the change of use from private residential to health (C3 to D1) to facilitate expansion of surgery services. 6 Campingland. Primary Asset Ltd.	3PL/2008/1517/F planning permission granted for the installation of new mechanical plant to existing hard surface area at rear of store – revised application (Retrospective). Castle Acre Road. Waitrose Ltd.

It was agreed for the Town Clerk to write to the planning department to find out why the Town Council is not receiving an explanation of the planning decision now.

It was agreed that the Town Clerk write to the planning department asking for an explanation as to why there were new plans available at the planning control meeting for application 1279/F of which the Town Council or the public were unaware.

1436.2. Planning applications:-

a) 3PL/2008/ 1659/F Dining room and utility with bedroom balcony above extensions. Three Chimneys, Tumbler Hill. Mr. Ian Black. NO OBJECTION – 1 ABSTENTION	b) SP/Y/3/2008/3016 Replacement of existing roof light with protruding extract fans with new ventilation equipment. Hamonds High School, Brandon Road. Norfolk County Council. NO OBJECTION
c) 3PL/2008/1669/F Demolition of existing sun room, erection of single storey extensions, re-roofing existing garage with pitched roof. Rowan Lodge, 3 Point Drive. Mr. & Mrs. Rand NO OBJECTION	

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1436.3. Late applications received at the Mayor's discretion.
There were no late applications to consider

1436.4. Planning correspondence, or notifications of planning enforcement & TPO's.
There is no planning correspondence or notifications of planning enforcement & TPO's

1436.5. A copy of the Core Strategy and Development Control Policies Development Plan Document has been received. This is the first of a series of second stage documents to be published by Breckland Council regarding the Local Development Framework. The deadline for comment is the 16th February.

It was agreed that a planning committee is arranged to discuss the detail with a recommendation to Full Council at 11th February meeting.

1437. FINANCE:

1437.1. Accounts for Payments for January 2009.

A list of payments were circulated to the Councillors.

The accounts for Payment for January 2009 were unanimously agreed

It was agreed that the Town Clerk check the details of the Business Rates figure for the public toilets.

It should be noted that there has been some difficulty setting up on-line banking with Nat West over the past six months, so cheque signatories will note that there are more cheques to sign this month as BACS transfers cannot be activated for another 10 – 14 days.

1437.2. Internal Auditor.

The position was advertised in the Town Newsletter and this generated two enquiries. The first from a Swaffham resident Mr Tony Lawler who is a qualified accountant and his day job is Financial Controller of Norfolk County Services. The Town Clerk met with Mr Lawler on Friday and he has subsequently agreed to take on the post of Internal Auditor as a volunteer. His initial role will be to complete the current financial year and the next few months will allow Mr. Lawler to familiarise himself with the Council's procedures and get to grips with the kind of reports the Council require. In May the Council will consider the annual appointment of this role together with a job specification.

It was agreed that the Council approve the appointment of Tony Lawler as Internal Auditor for 2008/09, with a view to looking beyond that period if both parties are agreeable. The Town Clerk to prepare draft job specification and volunteer contract between the Council and Mr. Lawler to include confidentiality clause.

1437.3. Discretionary rate relief has been received for part of the Town Hall occupied by Swaffham Museum. This will bring a refund of £2,149.51 for the period 2007/08 and paid to date in 2008/09. The relief continues in years 2009/10 and 2010/11. £1,435 was agreed only last month in the budget for 2009/10; this sum plus the refund when received will be transferred into Reserves. The total of the two figures together is £3,584.51

1437.4. The annual audit for 2006/07 has been completed by the Audit Commission and circulated to the Council. The report states that: "on the basis of our review, in our opinion the information contained in the annual return is in acceptance with the Audit Commission's requirements and no matters have come to our attention giving concern that relevant legislation and regulatory requirements have not been met."

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Other matters not affecting the opinion of the Audit Commission which they wish to draw to the attention of the Council:-

- The Council must keep its level of fidelity guarantee insurance cover under review, currently £150,000. The Audit Commission guideline level is cash balances plus half the precept (£274,000).

It was agreed for an annual review at the April Finance & G.P. Committee meeting with delegated authority to adjust policy to an appropriate level. Any adjustment to be reported to full Council at the earliest opportunity.

- The Council should review its fixed asset register and insurance schedules to ensure that asset valuations are consistent.

It was agreed for an annual review of the fixed asset register and insurance schedules at the April Finance & G.P. Committee meeting. Delegated authority is given to the Town Clerk to make adjustments as appropriate throughout the year.

- The Council must ensure it has taken appropriate advice regarding the reclaiming of VAT paid in relation to the Museum refurbishment project. VAT must not be reclaimed on behalf of a third party.

It was agreed for the Town Clerk to write to HM Revenue and Customs and to lead partner Norfolk County Council to obtain the advice required in respect of this project.

- The 2007/08 accounts will require adjustment for the £20 cash lost in transit.

It was agreed that no action is necessary as this adjustment has already been made in the 2007/08 accounts.

- Dormant bank accounts should be closed.

It was agreed no action was necessary as this has already been carried out

1438. GENERAL CORRESPONDENCE:

1438.1. Correspondence with Mr. & Mrs. Tyrrell has been received and circulated to Councillors regarding refund of exclusive rights of burial fee. The Clerk has replied to this letter.

1438.2. E-mailed correspondence has been received and circulated to Councillors with twin towns of Hemmoor and Couhe. The dates have been confirmed for the visit to Swaffham in 2010 as 10th to 13th September.

1438.3. A copy of a letter has been received and circulated to Councillors from Mr Brian Clements with reference to him retiring as Internal Auditor. The Clerk wrote a letter of thanks to Mr Clements from the Council for his work over the past six years.

1438.4. A copy of a letter has been circulated to Councillors from Mr Tony Davies regarding commercial activity on allotments and similarly a circular letter to all allotment holders on the same subject.

1438.5. A copy of the 'Norfolk Link' newsletter of the Norfolk association of Local councils has been received.

1438.6. A circular letter and copy of Norfolk Association of Local Councils Business Plan has been received.

1438.7. E-mailed correspondence with Mr D. Ward has been received and circulated to Councillors regarding newsletter statements. This correspondence relates to some **Page 842** budget issues i.e. turning off one in three street lights etc. The Town Clerk responded by explaining that the practicalities of this are difficult and initially costly.

1438.8. Late correspondence has been received and circulated to Councillors from Christopher Fraser MP following correspondence he received from a resident Carl Waite. Mr. Fraser would be grateful for comments the Council might have in respect to the issues raised by Mr Waite relating to the demise of a number of retailers including Woolworth's.

It is agreed for the Town Clerk to give an initial response and the correspondence would then be placed on the agenda for the February meeting for formal comment by the Council.

1438.9. A request for nominations for the Executive Committee of the Breckland District for the Norfolk Association of Local Councils has been received and circulated to Councillors.

1438.10. Consultation from the Department of Communities & Local Government re-Communities in Control: real People, real power: Code of recommended practice on local authority publicity. Deadline for responses is Thursday 12th March 2009.

It was agreed for the document to be discussed by the Open Spaces & Amenities Committee who can then make a firm recommendation back to full Council at the February meeting.

1438.11. Information from the Norfolk Association of Local Councils regarding the power of the promotion of economic, social or environmental well-being has been received and circulated to Councillors. This related to section 2 of the Local Government Act 2000 which came into force on 31st December 2008.

The requirements for using the new well being powers are as follows:-

- A qualified Clerk
- A minimum of two-thirds of vacancies on the Council filled at the last ordinary elections.
- 80% of Councillors trained in the well being power
- A published statement of community engagement

The Department of Communities & Local Government will formally launch the statutory guidance on 17th February.

1439. REPORTS FROM COMMITTEE CHAIRMEN/COUNCILLORS:

COMMITTEE	LAST meeting	NEXT meeting	Information to consider
1439.1 Finance & General Purposes Committee	3 rd Dec 08	29 th April 09	
1439.2 Open Spaces & Amenities Committee	3 rd Sep 08	21 st Jan 09	
1439.3 Planning	21 st July 08		
1439.4 Recreation Ground Committee	3 rd Sept 08	21 st Jan 09	Just before Christmas a letter was received from WREN informing the committee that they were unsuccessful in the bid for funding to have a log cabin on the Recreation Ground. The local grants officer thought that the project had excellent

<u>Page 843</u>				potential but there were obviously other projects that were thought more worthy. The Rec Committee will be discussing next week on how to move on from this disappointment.
1439.5 Town Group	6 th Nov 08			The Town Group received excellent publicity in the EDP and the Watton and Swaffham Times where Mark Stanton from Breckland said that other towns should follow Swaffham's example. Reports from the remaining 2 groups are progressing well and should be finalised in the near future. The Young People and Employee surveys are now finished and will be printed imminently. Thanks were given to the Rotary Club who has donated £100 towards the cost of printing of the Young People Survey. The Project Officer is to give a presentation to Rotary later this month. Cllr Wickerson is meeting with the Project Officer next Tuesday to discuss the updated time frame and future direction.
1439.6 Personnel Committee	14 th July 08			The next meeting has just been set for Monday 26 th January 2009 at 11am.
1439.7 Market Committee	29 th Sep 08	26 th Jan 09		
1439.8 Youth Council	12 th Jan 09	23 rd Feb 09		<p>The Youth Council met with a group of people in December to discuss youth activities in Swaffham for the forthcoming year. From this it was decided that an online survey was needed asking young people what activities they would like to take part in. This is available on the Town Council website under the Youth Council page and is open until the 31st January. They are looking at working with other organisations in the town to put on a Battle of the Bands competition, hopefully in the summer but no date has been set yet, this will be discussed in more detail at their next meeting. Issues that are of concern for them are as follows:-</p> <ul style="list-style-type: none"> • The cost of bus travel for young people. The Youth Council have agreed to work with the Youth Parliament on this issue and are writing to Christopher Fraser to ask him for help in taking this to government level. • They are also working with Norfolk County Council on

pedestrian safety when crossing Cley Road.

- Other things that are being discussed are training sessions and their AGM later in the year.

The Youth Council have been invited to have a stand at Hamond's Open Learning Day which is taking place on the 23rd January.

1440. REPORTS BY REPRESENTATIVES OF OUTSIDE BODIES.

1440.1. Icen Partnership (Cllrs Darby, Matthews & Lister)

No report given.

1440.2. Swaffham Museum Ltd (Cllrs Butters, Gunner & Matthews)

No report given.

1440.3. Relief in Need Charity (Cllrs Butters, Darby & Jennison + Mayor & Deputy Mayor).

No report given.

1440.4. Swaffham First School (Cllr Lister)

No report given.

1440.5. Safer Neighbourhood Area Partnership SNAP (Town Clerk)

No report given.

1440.6. Local Area Group LAG (Town Clerk)

No report given.

1440.7. Swaffham Town Estate (Cllrs Butters and Darby)

No report given.

1440.8. Swaffham & District Tourism Association (Cllr Wickerson)

No report given.

1440.9. Crime Prevention Panel (Cllr Skinner)

No report given.

1440.10. Olive Tree Project

A discussion took place regarding the Olive Tree as they have changed their name and are set up differently because of funding coming from other sources. The question was asked if this organisation should be taken off the Councils list as there are no representatives coming forward from the Council.

It was agreed that more information was needed to allow for a more detailed discussion.

1440.11. Horticultural Society (Cllr Lister)

No report given.

1440.12. Swimming Pool association (Cllr Wade) Cllr Gunner as substitute

No report given.

1440.13. Garden Science Trust (Cllr Darby)

No report given.

1440.14. Health Forum (Cllr Wade)

No report given.

1440.15. Breckland CCTV Group (Town Clerk) Cllr Darby?

No report given.

1440.16. Swaffham Community Transport (Cllr Gunner)

No report given.

1440.17. Learning Partnership

No report given.

1440.18. Norfolk Association of Local Councils (Cllr Matthews)

No report given.

1441. BRECKLAND COUNCIL.

1441.1. A copy of the correspondence granting permission to use Market Place Car Park on 10 occasions throughout the year for the Norfolk Deaf Association has been received and circulated to Councillors. This is just a standard letter granting permission to the Norfolk Deaf Association from January – October both months inclusive to use car parking bays from 10am to 12noon.

1441.2. Breckland Councillor reports.

Cllr Sharpe – This was a reminder about the Pride in Breckland Award ceremony which will take place at Lynnford Hall, Mundford on the 20th March. The deadline for nominations is the 31st January. People with money concerns will be able to get free help and advice on the 22nd January at the Memorial Hall in Dereham which is the first of many proposed for the district. The whole idea is that the council and its partners increase the financial inclusion for the people of Breckland.

Cllr Matthews – Breckland are preparing the budget for Council Tax purposes and also still moving forward with looking to combine services with other councils. The unitary decision is going to be later than expected probably in March. A Housing Association has an offer to people who have properties that they wish to rent out. The Housing Association will do all the business necessary and look after in a practical way the property you might want to rent out. If anyone wants more information regarding this please contact Breckland.

1442. NORFOLK COUNTY COUNCIL.

1442.1. A copy of the Definitive Map (Reclassification) Order 1999 – CRB No. 5 No. 19 Beachamwell, CRB No. 8 Swaffham has been received and circulated to Councillors for consideration. Comments are required by 27th January 2009 regarding this reclassification order. Since the original order was made the law regarding vehicular routes has changed and this has an effect on what the Council is now able to do. The reclassification would be as a restricted byway for CRB 8 which is in Swaffham unless anyone wishes to provide evidence that the public vehicular rights have not been extinguished.

It was agreed that No Observations are made.

1442.2. A letter has been received by e-mail which has been circulated to Councillors highlighting a number of enquiries the Town Council had recently in respect of icy pavements. The County Council have stated that their position is that they have no funding to carry out this task. If the Town Council fund a yellow grit bin County Council would fill it with salt and refill as necessary. A problem area is close to the First School as highlighted by Mr Michael Harris in this e-mail. He requests that the Town Council purchase such a grit bin. Cllr Matthews proposed and Cllr Wickerson seconded to purchase a grit bin.

The votes were 4 for, 5 against and 2 abstentions to purchase a grit bin outside the Infant School, therefore the vote was lost.

1442.3. County Councillors report.

As with Breckland, the County Council are preparing the budget for Council Tax purposes. The unitary decision is going to be later than expected probably in March.

1443. DATES and changes of forthcoming meetings & receive any items to include on the AGENDA OF THE FOLLOWING MEETING:-

1443.1. Monday 19th January 2009 - Relief in Need Charity – 7pm at the Town Hall.

1443.2. Wednesday 21st January 2009 – Open Spaces Committee – 6.30pm at the Town Hall

1443.3. Wednesday 21st January 2009 – Recreation Ground Committee – 7.30pm at the Town Hall

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1443.4. Monday 26th January 2009 – Market Committee – 7pm at the Town Hall

1443.5. Wednesday 11th February 2009 – Full Council – 6.45pm at the Town Hall.

1443.6. Monday 23rd February 2009 – Youth Council – 6.30pm at the Town Hall

1444. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960 – following the exclusion of the public and press:

1444.1. A confidential report was given by the Town Clerk with details of correspondence regarding the proposed sale of allotment land.

It was agreed that no payment will be made to Brown & Co.

It was agreed for a working party to meet to discuss recommendations for the next step forward.

1444.2. Policy change in relation to annual appointment of Deputy Mayor.

Cllr Wickerson proposed and Cllr Sharpe seconded to keep the status quo in relation to the election of Mayor.

It was agreed with 10 votes for and 1 abstention to keep the status quo in relation to the election of Mayor.

Cllr Darby proposed and Cllr Butters seconded to accept the addition to the policy for the election of Deputy Mayor only up to the section in brackets and remove the last 2 sentences to read as follows:

The Council may choose to discuss the position and to elect a Deputy Mayor in the three months prior to the Annual Meeting in a closed session of a full Council meeting. This decision shall be binding to the Annual meeting (in any year other than election year where the Council can only put forward a candidate for Deputy Mayor).

It was agreed with 9 votes for and 3 against to accept addition to policy of Deputy Mayor Election minus the last 2 lines of the proposal to read as follows: *The Council may choose to discuss the position and to elect a Deputy Mayor in the three months prior to the Annual Meeting in a closed session of a full Council meeting. This decision shall be binding to the Annual meeting (in any year other than election year where the Council can only put forward a candidate for Deputy Mayor).*