

# Walpole Parish Council

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The Minutes of the Ordinary Parish Council Meeting of Walpole Parish Council held at the Community Centre, Summer Close, Walpole St Andrew on Thursday 12<sup>th</sup> December 2013 at 7.00pm.

Present – Chairman - Cllr Richard Blunt  
Councillors – Rosa Blunt, Richard Broden, Richard Cousins (7.50pm), Richard Green, Emma Hanslip, Maureen Patrick, Annie Treen, Pat Wiseman.  
County Councillor Fred Agnew  
Emma Bateman – Clerk, Janet and Peter Luck – Website and Crier, Irene Hunter - Press  
John Clements – Principle Planner, KLWNBC.

211/13 Neighbourhood Plans Discussion – to suspend the meeting to allow discussion about Neighbourhood Plans 7pm to 7.30pm.

John Clements, Principle Planner from the Local Development Framework Team at KLWNBC spoke about Neighbourhood Plans. A Neighbourhood Plan is policies for a Parish however expressed. It is up to the Parish what is included in the content and the design of the plan. Usually included are planning design considerations, types of development, things to be protected such as views, visual amenities etc, allocation of sites for development or business use but all the criteria must be in conformity with the strategic policy of the Local Borough Plan but the Neighbourhood Plan could replace some of the adopted policies in the Local Plan, whichever plan is the most recent supersedes the older plan. There must be regard to National Planning Policies. Once a Neighbourhood Plan is adopted it becomes part of the Development Plan for the local area.

Why should a Neighbourhood Plan be carried out? - to influence future development and character of an area.

A Neighbourhood Plan will attract a 25% Community Levy from developers but there are only certain things that the funds can be spent on, usually items that the Borough Council would have been responsible for.

The formal stages of a Neighbourhood Plan are:

1. A Neighbourhood area is declared by the Borough Council at the request of the Parish Council.
2. The Parish Council consults with local people as the plan is prepared.
3. A formal submission of the plan is made to the Borough Council and the Borough Council appoints an examiner to scrutinise the plan for compliance with legal requirements and conformity to local and national development policies.
4. A referendum is held in the Parish and 50% of the cast votes must be in favour of the Neighbourhood Plan for it to be adopted.
5. The Neighbourhood Plan is formally adopted.

The Plan can be as big or as small as required, the Borough Council will provide advice. Funding can be applied for from various bodies such as Princes Trust Planning Aid and there are government grants available. There is information available from CPRE and Department of Communities and Local Government. If a Neighbourhood Plan is to be carried out, focus should be on key issues, consideration must be given to how policies may affect what happens in the future and concentrate on the things that can be influenced at this level, make sure that the steering group represents the whole of the community.

*(Cllr Green arrived at 7.50pm)*

Councillors discussed Neighbourhood plans with Mr Clements.

Cllr Blunt thanked Mr Clements for coming to talk to the Parish Council and Mr Clements left at 8.10pm.

212/13 Public Participation – to suspend the meeting to allow public participation

There were no members of the public who wished to participate.

213/13 Apologies – to accept apologies and reasons for absence

Apologies were received from Cllrs Bliss and Whitaker, & Borough Cllr Tony Wright.

214/13 Declarations of Interest – to record declarations of interest from members on any item to be discussed

Cllr Patrick declared an interest in Finance 218/13 b.i.

215/13 Minutes

The minutes of the Parish Council Meeting held on Thursday 14<sup>th</sup> November 2013, having been previously circulated were accepted as a true record of the meeting. Proposed by Cllr Broden, seconded by Cllr Treen. Agreed

216/13 Matters Arising – to record matters dealt with arising from the last meeting

1. West Norfolk Community Transport representative will be coming to talk to the Parish Council in February
2. St Andrew's Churchyard – the heap of branches and cuttings from the neighbouring property have been set fire to and partially removed. A letter to be sent to the householder requesting that leavings are not dumped in the churchyard or set fire to in the churchyard again.

3. Swingfield – Cllr Treen advised that the matter of the trees has been discussed at the Parochial Church Council meeting and a letter should be sent from the PCC to the Parish Council.
4. Terrington St John Surgery – Cllr Patrick attended a meeting with other Parish Council representatives, nothing was resolved at the meeting and Cllr Patrick will continue to attend Patient Liaison Group meetings.
5. Hedges at the Anthony Curton School have been referred to NCC for attention by the School.

217/13 Planning - to consider Planning Applications as listed plus any others received after publication of the agenda. No planning applications or decisions were received.

#### 218//13 Finance

- a. To consider any request for grants and donations if received

A request for a donation to Age UK was received, Cllr Broden proposed a £50 donation, seconded by Cllr Treen. Agreed.

- b. to approve payments as listed overleaf

##### Cheques

i.	WPFRT	Hall Hire	12.00	12.00
ii.	K&M Lighting Services	Streetlight Maintenance Dec	48.31	57.97
iii.	Cambs Trading	Tractor Mower maintenance & parts	216.50	259.80
iv.	CGM Ltd	Spraying for July & Oct	60.00	72.00
v.	Mrs E Bateman	Clerks Salary & Expenses	251.53	251.53
vi.	Mrs E Bateman	Reimbursement Photocopying from Poysers	80.00	96.00
vii.	Minuteman Press	Village Crier Printing	310.00	310.00
viii.	Norfolk Age UK	Donation	50.00	50.00

##### Direct Debits

ix.	E.ON	Energy Charge Nov	66.32	69.64
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Cllr Rosa Blunt proposed all payments be made, seconded by Cllr Wiseman. Agreed.

- c. to record receipts

i.	Village Crier	Advertising	144.00	144.00
ii.	Village Crier	Advertising	65.00	65.00

- d. To view the books of Account

Cllrs Rosa Blunt, Treen and Wiseman looked at the Books.

- e. Grass Cutting Quotations for 2014 Season

- f. To discuss and make considerations regarding Parish Precept

Councillors considered the information regarding the budget for 2014/15 expenditure and income. Cllr Green proposed at Precept of £17,610, comprising of a precept charge of £16,000 and a grant from KLWNBC of £1,610. Seconded by Cllr Cousins. Agreed.

- g. To discuss NCC Highway Improvement in partnership with Parish Council's Scheme

Councillors all agreed to apply for a 50% grant towards installing two interactive road speed awareness signs for Mill Road and Market Lane/Wisbech Road.

(Cllr Agnew left at 9.20pm)

#### 219/13 Correspondence

KLWNBC	Consultation on introduction of charging for pre application advice
Elgin energy	Proposed solar development
KLWNBC	Consultation on Draft Sustainability Report – email to all councillors for Jan meeting.
NALC	Comment on Autumn Statement
PCSO Lee	Crime figures from 14 <sup>th</sup> Nov to 7 <sup>th</sup> Dec – 1 burglary other than dwelling, 1 criminal damage to motor vehicle, 1 firearms offence.
Henry Bellingham MP	Response re LDF Consultation Impact on the Walpoles.

#### 220/13 Applications for the vacant Allotments

Six applications were received. Two of the applicants requested smaller plots. Councillors discussed and agreed not to split any plots in this instance as there were too few requests to split a large plot into smaller sections. Councillors agreed to allocate three plots 29, 36 and 37 to Mr R Powers as they were bordered by his existing tenancies, two plots 19 & 21 to Mr B Powers, two plots 17 & 18 to Mr D Thistleton and two plots 1 & 2 to Mr A Thistleton.

#### 221/13 The Chase Lighting Scheme – update on progress

The columns have been installed and it is hoped that the project will be completed before Christmas.

#### 222/13 WPFRT Sports Field - to discuss the proposed access to the field

Deferred discussion to the January meeting.

223/13 Play Park – update from Cllr Rosa Blunt

Questionnaires have been distributed and put on the website. Applications for funding will be made in January.

224/13 West Norfolk Voluntary & Community Action Membership – Cllr Rosa Blunt

Cllr Rosa Blunt advised that membership of this organisation will benefit the Parish, especially helpful with applications for funding i.e. checking that the forms are correctly completed and other helpful advice. It costs approximately £30 per annum. Clerk will get information for the next meeting.

225/13 County and Borough Councillors Reports

The Borough Councillor was not at the meeting and Cllr Agnew had to leave earlier in the meeting.

226/13 Village Crier and Website – to receive any reports from the Editors

There have been 501 hits on the website.

227/13 To receive councillors' reports of Villagers' Concerns

1. Cllr Hanslip will ask the School and WPFRT about fundraising for the surfacing of the Community Centre Car Park.
2. A parishioner reported a branch on the verge outside his house.

228/13 Highways - To receive reports of road and footpath faults

1. West Drove North – big pothole at far end of council houses on way out of village.
2. Church Road – new access to Berkeley House, ask NCC/KLWNBC Planning if pp is required.
3. School Lane – pot holes have not been filled in enough.
4. There is still speeding in the village areas.

229/13 Streetlighting – to receive reports of faulty lighting columns

1. No13 on permanently
2. No17 faulty.

230/13 To receive items for the next agenda

Councillors agreed to start the next meeting at 7pm.

231/13 Date and Time of Next Meeting – Thursday 9<sup>th</sup> January 2014 at 7.00pm in the Community Centre.