

WALPOLE PARISH COUNCIL

The Minutes of the Ordinary Parish Council Meeting of Walpole Parish Council held at the Community Centre, Summer Close, Walpole St Andrew on Thursday 13th June 2013 at 7.30pm.

Present – Chairman - Cllr Richard Blunt
Councillors - Andy Bliss, Rosa Blunt, Richard Broden, Richard Cousins, Richard Green,
Emma Hanslip, Maureen Patrick, Anne Treen, James Whitaker & Pat Wiseman.
County Councillor Fred Agnew, Borough Councillor Tony Wright.
Emma Bateman - Clerk
Peter Luck – Website
Mr and Mrs Miller

100/13 Apologies – to accept apologies and reasons for absence
There were no apologies.

101/13 To welcome the new councillors to the Parish Council
Cllr Richard Blunt introduced and welcomed Emma Hanslip and Anne Treen as the two new members of the Parish Council.

102/13 Public Participation – to suspend the meeting to allow public participation
There was no participation from the public.

103/13 Village Crier and Website –

- a. to receive any reports from the Editors- Website and Crier both ok at present.
- b. to discuss the distribution of the Village Crier – Cllr Patrick has a group of volunteers to distribute the Crier and will draw up a list and get reserves for holiday/sickness cover. The Community Centre will be the pick-up point for the distributors to collect the Crier from.
- c. To discuss format for receipt of adverts & articles and the printing of the Crier – the Crier currently uses 22% of printed pages as advertising space. The Council would prefer more editorial content but agreed to flexibility of the size of the Crier if there are a lot of adverts in a particular edition.
- d. To discuss the “Free Advertising” Space – Free adverts are only to be allowed for non-profit making organisations e.g. clubs running for the benefit of the Village and residents.

104/13 Minutes – to approve the minutes of the Annual General Meeting held on Thursday 9th May 2013.

- a. Addition of Cllr Tony Wright to apologies.
- b. The minutes of the Annual General Meeting of Walpole Parish Council held on Thursday 9th May 2013, having been previously circulated and with the above correction were accepted as a true record of the meeting. Proposed by Cllr Broden, seconded by Cllr Patrick. Agreed.

105/13 Declarations of Interest – to record declarations of interest from members on any item to be discussed

- a. Cllr Patrick declared an interest in Finance 109/13
- b. Cllr Whitaker declared an interest in Finance 109/13

106/13 Matters Arising – to record matters dealt with arising from the last meeting

1. Bus Service – Fenland Taxis have put on a “dial a bus” service to replace the No55 Service from Walpoles to Wisbech. The cost is £2 per person or bulky item (e.g. a pram) regardless of age (fares for small children are charged). Cllr Wiseman queried whether Fenland Taxis are receiving the same subsidy that Norfolk Green received from NCC to provide the service, even if the services is not required on some days, also why bus passes are not valid on this service and why children under 5 have to pay a fare. Councillors asked Cllr Agnew to look into this with NCC.
2. Swingfield Tree Survey – Clerk has sent a copy to the Michael Anstey, Church Warden. Cllr Bliss advised that Mr Anstey has received it. Councillors requested the Clerk send another letter to the Diocese to get a response. Cllr Richard Blunt will speak to Mr Anstey in the meantime.
3. Pre-planning Applications – Cllr Wright spoke to KLWNBC and stated that registered charities and Parish Councils are exempt from the pre-planning application fee.

107/13 Planning

KLWNBC Decisions

13/00147/F – Siting of a mobile home for site manager in support of 12 stable block livery business at Hill Farm, West Drove North, WSP. Permission granted until 20th May 2016.

12/01708/O – Outline application for new 4-bed house at land wet of Pigeon Street, WSA. Permission granted.

108/13 The Chase Lighting Scheme – to receive an update on the funding application.

The application for funding has been successful and the clerk is awaiting an official letter regarding the grant details. Councillor agreed for the Clerk to advise National Grid that the Chase Lighting Scheme has now got full funds and will go ahead shortly.

109/13 Finance

I. To approve the Annual Governance Statement and accept the Internal Audit Report

i. Internal Auditors Report – There were two areas highlighted by the Internal Auditor to consider:

a) Risk Assessments – all areas need to be reviewed for Financial Year. This will be carried out at the July meeting.

b) VAT – Check with HMRC if the Parish Council should be charging VAT for adverts in the Village Crier.

Cllr Bliss proposed the Internal Audit be accepted, seconded by Cllr Broden. Agreed.

ii. Annual Governance Statement – Cllr Broden proposed the Annual Governance Statement be accepted with the provision that a Risk Assessment Review is carried out in July, seconded by Cllr Bliss. Agreed.

II. To consider any request for grants and donations if received

Councillors considered a donation for Inter Village Sports. Cllr Cousins proposed that the whole cost of the Coach Hire of £150 and £150 towards the cost of the T-Shirts, total £300, seconded by Cllr Green. Agreed. All invoices direct to the Parish Council.

III. to approve payments as listed

Cheques

i.	WPFRT	Hall Hire	12.00	12.00
ii.	MHB Services	Streetlight Maintenance	48.31	57.97
iii.	CGM Landscapes	Grass cutting x 3, herbicide x 2	213.75	256.50
iv.	Minuteman Press	Printing of The Village Crier	310.00	310.00
v.	Mrs G G Barnes	Internal Audit Fee	55.00	55.00
vi.	HMRC	Clerk's Income Tax	5.20	5.20
vii.	Mrs E Bateman	Clerk's Net Salary & Expenses	311.28	311.28

Direct Debits

viii.	E.ON	Energy Charge	68.53	71.96
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Cllr Wiseman proposed all payments be made, seconded by Cllr Rosa Blunt. Agreed.

IV. to record receipts

i.	Village Crier	Adverts	216.00	216.00
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V. To view the books of Account

Cllr Bliss looked at the Books.

110/13 Correspondence – to receive items for information as listed overleaf plus any other correspondence received after publication of the agenda

1) Email from Maxey & Son - Land for sale at Police Road/Stickfast Lane for use as cemetery – Councillors noted the offer and asked for Mr Maxey to be referred to KLWNBC as the Burial Authority.

2) NTPT - Dates for Councillor Training Sessions to be booked.

3) Planning Journal - Councillors discussed and agreed to consider a subscription (July Agenda)

4) West Norfolk Sports Council - AGM and Rural Festival of Sport 2014, details passed to Sue Whitaker

111/13 Length of Meetings – to discuss

Councillors discussed and agreed to endeavour to work towards a 9.30pm finish, reviewing the agenda at 9pm at each meeting to ensure quick progress. Clerk to re-arrange the order of the agenda in conjunction with the Chairman.

112/13 Play Park – to discuss the quotes, and receive an update on the project

a) Funding - Cllr Rosa Blunt attended a funding fair – Awards for All will grant upto £10K of a £25K project. It was suggested to Cllr Rosa Blunt that the project was split into two separate funding projects to ensure that the project costs fit the criteria of the grantors. Also, grantors will expect to see a financial commitment from the Parish Council. To discuss.

- b) Ownership of land – Cllr Rosa Blunt advised that grantors will not grant funds to a project that does not have ownership or at least a 5-year tenancy of the site, Councillors agreed for Cllrs Rosa Blunt and Patrick to speak with WPFRT about a lease so that the project can progress.

113/13 Playing Field Grass Cutting

Councillors have looked at the work being carried out by Country Grounds Maintenance and are very pleased with the standard of work to date.

114/13 WPFRT Sports Field – to receive an update on the BMX track project

Cllr Patrick advised that the contract for lease of land is still in progress.

115/13 To receive councillors' reports of Villagers' Concerns

- a) Cllr Bliss reported that there is a mole problem on the Swingfield. Councillors agreed for the Clerk to contact Command Pest Control to deal with the problem. Cllr Richard Blunt, together with Cllr Treen, agreed to set a dialogue up and the Churchwardens regarding the whole maintenance of the Swingfield.
- b) Cllr Broden reported that the cleared areas in St Andrew's Churchyard were now getting weed growth. Councillors agreed for the Clerk to let Country Grounds Maintenance know that they can carry out the weed killing work now (as agreed at the February meeting for weed killing of the path and treatment of weeds and stumps in the graves on an ad hoc basis)
- c) Cllr Cousins reported that there are still issues with very poor service at Terrington St John Surgery. Councillors agreed for a letter to be sent to Henry Bellingham MP advising him of the problems.
- d) Cllr Rosa Blunt advised that the new bin collections service can be two collections on one day, with the green waste being collected by one refuse vehicle and a follow on vehicle to collect the grey food bin waste, so householders should wait to fetch their bins in so that all collections are made.
- e) Cllr Agnew advised that he has information on the Ofsted Report from Terrington St Clement High School.

116/13 Highways - To receive reports of road and footpath faults

1. Cllr Patrick requested that the Highway Rangers are asked to clean out the road drains near Appleton House, Walnut Road and Pear Tree Cottage, Chalk Road.
2. There is a dropped drain cover at the junction of Chalk Road and Church Road.
3. Cllr Rosa Blunt advised that there are overgrowing trees on Chalk Road, will advise the location and name of house to clerk.

117/13 Streetlighting – to receive reports of faulty lighting columns

1. Springfield Road, No 3b.
2. Frenchs Road, No1.

118/13 To receive items for the next agenda

Footpaths, Playing Field Access, Risk Assessments, Planning Journal Subscription.

119/13 Date and Time of Next Meeting

Thursday 11th July 2013 at 7.30pm in the Community Centre.