

# 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 13<sup>th</sup> October 2016 at 7pm.

Present – Chairman - Cllr Richard Broden  
Councillors – Andrew Bliss, Richard Blunt (*left at 9pm*), Richard Green (*left at 9pm*), David Lawty (*arr 7.25pm*), Janet Luck, Lynne Newman and Linda Matthews.  
Clerk - Emma Bateman,  
Members of the Public – Peter Luck, Les Street, Harry Aaron, Maggie Donaldson, Enid Thompson, John Tilly, Press – Irene Hunter

212/16 Apologies – to accept apologies and reasons for absence.

Apologies were received and accepted from Cllrs Eveleigh and Whitaker. Cllr Lawty had advised the Chairman he would be a late arrival to the meeting.

Cllr Blunt requested that Borough Councillor Report be moved up the agenda as he would have to leave the meeting early. Cllr Broden agreed to do this.

213/16 Public Participation – to suspend the meeting to allow public participation

1. Harry Aaron advised the parish councillors that notices had been put up in the British Telecom phone boxes on 7<sup>th</sup> October advising of a consultation to remove the payphones. The consultation will last for 42 days. It was noted that the phone box at Walnut Road, apart from being a pay phone kiosk, provides people with a small shelter when waiting for the bus. Councillors discussed and will respond to the consultation and consider a bus shelter at this site as well.
2. Les Street advised that the Parish Hall had had some refurbishment work done to lighting and electrics, the next project is the extension for new toilets and a front cover to the entrance. A new noticeboard will also be sourced. The plaque addition to the Roll of Honour is still in hand.
3. John Tilly advised that there are still HGVs using The Marsh both ways instead of the agreed one way system for HGV routes. Mr Tilly will contact Brian Jones at Dong Energy and has reported the problems to the Safer Neighbourhood Team at Terrington Police Beat Base.

214/16 Speed Watch Update

Maggie Donaldson, Enid Thompson and Harry Aaron represented the Speed Watch Group and gave the parish council an update.

There is speeding on Market Lane from within the 30mph limit going out and also coming in, 16 speeders were logged. The police have now monitored Market Lane with a fixed camera for a short period.

Most speeding is at going to work and coming home times. It was noted that most speeders live outside the village.

There are two new members of the group. The group will carry out Speed Watch once a week during the winter.

The Speed Watch group asked if the parish council could fund hi-vis jackets for the volunteers. Councillors discussed and agreed to pay for 5 jackets at an estimated cost of £25 each, which will be reimbursed at the next meeting. The group also requested funding for Dictaphone. The jackets and the Dictaphone will be the property of the parish council for use by the Speed Watch group whilst carrying out their speed monitoring. Councillors thanked Mrs Donaldson, Mrs Thompson and Mr Aaron.

Cllr Blunt advised that Walpole Cross Keys Parish Council is campaigning for a reduction of the speed limit on Market Lane.

(Cllr Lawty arrived at 7.25pm)

215/16 Declarations of Interest of any items on the agenda and to consider any requests for dispensations.

There were no declarations of interest.

216/16 Minutes – to approve the minutes of the Ordinary Meeting held on Thursday 8<sup>th</sup> September 2016.

Cllr Lawty proposed the minutes of the Ordinary Parish Council Meeting held on 8<sup>th</sup> September 2016, having been previously circulated, as a true record of the meeting, seconded by Cllr Luck. Agreed.

217/16 Matters Arising – to record matters arising from the last meeting

Cllr Bliss advised that the litter bin on Wisbech Road has now been removed.

218/16 Planning

A. Applications for Consultation with Parish

16/01644/F – Proposed extension to existing property to create larger kitchen and dining area. Utility room to be relocated to accommodate the proposed at Willow Tree House, Chalk Road, WSP. Support.

16/01514/O – Outline application for construction of detached dwelling at 26 Chalk Road, WSP. Support.

16/01705/O – Outline application for construction of two dwellings at land on south side of Walnut Road, WSP. Support.

B. Borough Council Planning Authority Decisions

16/01338/F - 81 Springfield Road, WSA- First floor extension. Application Permitted, 16<sup>th</sup> September 2016, Delegated Decision.

16/00056/TPO - Glebe House, Church Road, WSP. 2/TPO/00003: G1 Group of mixed Ash Elm and Oak - Lift canopy to 10' from bank side and reduce back to 6' to ditch middle. TPO Work Approved, 6<sup>th</sup> October 2016, Delegated Decision.

16/00057/TPO - Maples, Church Road WSP. 2/TPO/00003: G1 Group of mixed Ash Elm and Oak - Reduce back by 7' to ditch middle and lower canopy, reduce by 10' back to middle of ditch to suitable growing points upper canopy, Reduce height by 6' of individual stems to suitable growing points. TPO Work Approved, 6<sup>th</sup> October 2016, Delegated Decision.

### C. Appeals

APP/V2635/W/16/3154238 – land to west side of West Drove North – proposed standing of static caravan as accommodation for applicant to look after livestock. Hearing at KLWNBC 10am on 9<sup>th</sup> November 2016

### 219/16 Finance:

- To consider a request for a donation towards a defibrillator cabinet located at Samuels Farm Shop, Market Lane Councillors discussed and it was also noted that Walpole Cross Keys Parish Council are to discuss the same. It was also noted that other sources of funding were being applied for. Cllr Lawty proposed a donation of £100, if they haven't yet reached their target total, seconded by Cllr Newman. Agreed. Cllr Broden will find out if the target has been reached, if not a cheque will be prepared for the November meeting.
- To consider the request from the Speed Watch Group for a Dictaphone costing £49.99. Councillors discussed and agreed to pay for a Dictaphone for use by the Speedwatch group. Proposed by Cllr Broden, seconded by Cllr Luck. Agreed.
- to approve payments

		Ex VAT	VAT	Inc VAT		
a)	WPFRT	Hall Hire Sept & Oct	40.00		40.00	
b)	K&M Lighting	Streetlight Maintenance	53.73	10.75	64.48	
c)	Minuteman Press	Village Crier printing October edition	325.00		325.00	
d)	CGM Ltd	Grass Cutting (Aug & Sept)	747.5	149.50	897.00	
e)	Norfolk CAB	Donation	50.00		50.00	
	f)	Fenland Leisure	Bark refill & repairs		546.64	109.33
						655.97
g)	Mazars LLP	External audit	200.00	40.00	240.00	
h)	Mrs E Bateman	Salary and Clerical Expenses	315.76		315.76	
i)	BT	Comm Centre Broadband (1/10 - 31-12)	117.70	23.54	141.24	
j)	E.ON	Energy charge	112.91	5.65	118.56	
4.	To record receipts					
a)	Village Crier	Adverts	144.00		144.00	
b)	Village Crier	Adverts	108.00		108.00	
c)	Allotment Tenants	Allotment Rents	2820.46		2820.46	
d)	UK Power Networks	Wayleave	32.97		32.97	
e)	Village Crier	Adverts	43.00		43.00	

- To view the books of Account

Cllr Matthews looked at the Books.

- to acknowledge receipt and accept the report of the External Audit from Mazars LLP

The Clerk read the External Audit report to the meeting. One alteration had to be made with regard to the donation of play park railings. They can only be recorded as a nominal sum of £1 as they were a donation not a purchase. The Asset Register has been altered to reflect this. There were no other issues raised. Cllr Broden proposed the External Audit be accepted, seconded by Cllr Lawty. Agreed.

- To discuss bank/building society accounts

Cllr Matthews and the Clerk provided information on bank accounts. Councillors discussed and agreed to start investigations into opening a 31 day Notice Account with Cambridge and Counties Bank, proposed by Cllr Broden, seconded by Cllr Lawty. Agreed.

### 220/16 Correspondence – to receive items for information

- Mr R Powers – notice of termination of tenancy on two allotments. Councillors accepted and will advertise for new tenants. (Closing date will be in time for the January meeting so that an advert can be placed in the December edition of the Crier.)
- Barclays Bank – notice that interest rates are to reduce from 5<sup>th</sup> December to 0% on balances under £1m.
- Barclays Bank – new Business Direct Team.
- BT - Notice of price increase from 1<sup>st</sup> October.
- East Coast Community Fund – drop in session as part of the consultation process, Thursday 3<sup>rd</sup> November 3pm to 6pm, Yours Business Centre, Bishops Lynn House, 18 Tuesday Market Place, King's Lynn, PE30 1JW.
- M Stacey – re removal of bin on Wisbech Road
- KLWNBC – Workshops for Parish Councils, Considerations when determining planning applications. Cllrs Bliss and Broden will attend the session on 23<sup>rd</sup> November 5pm -7pm.
- Norfolk ALC – Autumn Conference 10<sup>th</sup> November, Le Strange Arms, Hunstanton.

221/16 To consider the suggestion from Walpole Parish Foundation Recreation Trust for Custodian Trusteeship of the Community Centre

An initial discussion document was circulated to all councillors the week before the meeting by the Chairman together with copies handed out at the meeting and was presented as a suggestion from the Walpole Parish Foundation Trust to see if it would be 'desirable' for Walpole Parish Council to have the Custodian Trusteeship of the Community Centre.

No conclusion was reached, however, several councillors strongly expressed their feelings against the idea. An exchange of opinions was loudly expressed by two councillors, with one of the councillors feeling his integrity had been questioned and asked for this to be minuted. The Chairman immediately suspended this point on the agenda and moved on to the next item.

222/16 To receive a reports from:

1. County and Borough Councillors reports

a) Townsend Estate Access Road - Cllr Blunt advised that the Borough Council will bring contractors into re-instate the access road if the previous tenant has not made it good by Christmas.

b) Townsend Estate Allotment area - Cllr Blunt advised that the Borough Council has proposed allocating part of the land to the rear of Townsend Estate to garden allotments. The Parish Council will need to show how much land is required for the garden allotments from its list of interested people. The second piece of land will be allocated to Open Space. There would be two separate lease agreements, one for the allotments, initially on a 10 year lease, with a breakout clause after 5 years. The second piece of land will have a 5 year lease with a small figure to be agreed should the land ever become part of the development area and be developed. Currently, the land is not in the development area. Councillors agreed for Cllr Blunt to continue negotiations on behalf of the Parish Council with the Borough Council.

c) Street Naming – Cllr Blunt advised that the Borough Council is reluctant to name streets after living people.

*(Cllrs Blunt and Green left the meeting at 9pm)*

*Cllr Broden requested the council agreed to extend the meeting for a further 30 minutes. Agreed.*

2. The Community Centre report

A request for a grant from the WPFRT has been received out of the timescale agreed for grant applications. Councillors agreed as the request was for remedial work of an urgent nature, they would consider it. A request for a grant up to £1,000 for remedial work to the fabric of the building was submitted. Councillors discussed and agreed to award the maximum requested, proposed by Cllr Broden, seconded by Cllr Bliss. Agreed. A cheque will be approved at the November meeting.

3. Village Crier, Social Media & Website Editors reports

There was nothing reported this month.

223/16 St Peter's Churchyard War Memorial and Roll of Honour

1. Roll of Honour – Mr Street had already advised in 213/16.2. the plaque is in hand.

2. War Memorial – There is a consultation on listing of the War Memorial. Councillors agreed that no comments can be submitted at this stage.

3. Surveyors Quotes – an advice from the War Memorials Trust has been received on the War Memorial and surveying it. The Clerk advised that quotes have been received. It was noted that there should be a separate subcommittee to deal with this as there is quite a lot of work involved. Cllr Lawty offered to be a member of the sub-committee. This will be an agenda item for November.

224/16 To consider a programme/rota for a monthly Parish Councillor surgery – deferred to November meeting

225/16 Play Park – to receive any updates on the project progress.

The Big Lottery Fund has made a conditional grant of £10,000 towards the Play Park Project. Councillors agreed for a note of thanks to be sent to Cllr Whitaker for his efforts with this application.

226/16 Parish Partnership Scheme – to make considerations for suitable projects for 2017/18, Village Gateway features.

The Clerk advised that NCC will not install red tarmac at village gateway entrances any more due to the high cost and ongoing maintenance of the feature. NCC has also advised that Village Gateway features can be purchased from companies such as Glasdon or by using a local carpenter/joiner sourced by the parish council to make gateway features to their design. The clerk showed the council details of the gateway features from Glasdon. Councillors agreed to discuss in full at November meeting.

227/16 To consider future Village projects: To consider information regarding a consultation with the parish for the Community Contribution (Solar Farm)

Councillors agreed the design and wording of the consultation cards. The cost of the exercise will be in the region of £437 for the printing and cards, £94 for the licence for the prepaid business reply and each reply will have a second class stamp charge, no cost can be estimated for the response as they will be charged only for the ones returned in the post. There will be an option to drop the cards off into the suggestion box in the Community Centre. Proposed by Cllr Broden, seconded by Cllr Bliss. Agreed.

228/16 To receive Councillors reports of villagers' concerns

1. Thanks were received for help with getting the drainage issues at Chalk Road addressed by NCC.
2. All grass cutting has been completed this month.
3. The trod is installed at Chalk Road and looks very good.

229/16 Highways - To receive reports of road and footpath faults

Wisbech Road – pavement from junction with Chalk Road towards the Church – tree roots are pushing the pavement up.

230/16 Streetlighting – to receive reports of faulty lighting columns

Nothing reported at the meeting.

231/16 To receive items for the next agenda

Neighbourhood Plan (Jan 17), Risk Assessment Review (Dec), Grass verge cutting (Nov), Parish Footpaths (Dec), Councillor surgery (Nov), Walpole St Andrew Cemetery and footpath (Nov), Access road from Kirk Road to St Andrew's Churchyard (Nov), Bus Shelter for Walnut Road (Nov).

232/16 Date and Time of Next Meeting - Ordinary Parish Council Meeting Thursday 10<sup>th</sup> November 2016 at 7.00pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

The meeting closed at 9.50pm

Draft