

# WALPOLE PARISH COUNCIL

The Minutes of the Ordinary Meeting of Walpole Parish Council held at the Community Centre, Summer Close, Walpole St Andrew on Thursday 12<sup>th</sup> June 2014 at 7pm.

Present – Vice Chairman - Rosa Blunt  
Councillors – Richard Broden, Richard Cousins, Richard Green, Annie Treen, James Whitaker and Pat Wiseman  
Borough Councillor – Tony Wright  
Emma Bateman – Clerk, Janet and Peter Luck – Village Crier and Website  
3 parishioners - Lynn Newman, Suzanne Lyons and Chris Jones

## 87/14 Apologies

Apologies were received and accepted from Cllrs Richard Blunt, Andy Bliss, Emma Hanslip and Maureen Patrick.

## 88/14 Public Participation – to suspend the meeting to allow public participation

- a) Mrs Newman – unused allotments and green lane behind Townsend Estate – Cllr Wright will investigate the allotments and green lane with Property Services at the Borough Council. Mrs Newman has enquired with the Borough council about the right of way and had no response.
- b) Ms Lyons – Site 33 Public Consultation – will there be a representative to note down answers from public questions.

## 89/14 Minutes – to approve the minutes of the Annual General Meeting held on Thursday 8<sup>th</sup> May 2014.

The minutes of the Parish Council Meeting held on Thursday 8<sup>th</sup> May 2014, having been previously circulated were accepted as a true record of the meeting. Proposed by Cllr Broden, seconded by Cllr Whitaker. Agreed.

## 90/14 Declarations of Interest – to record declarations of interest from members on any item to be discussed

- a) Cllr Whitaker 93/14 Finance II.a.
- b) Cllr Treen 99/14 Swingfield and 100/14 St Peter's Churchyard War Memorial.

## 91/14 Matters Arising – to record matters dealt with arising from the last meeting

- a) Elm House Planning Application – query on the water supply and the surfacing of the green lane – Cllr Wright to follow this up with KLWNBC.
- b) Mill Rd planning enforcement report – ask for feedback from KLWNBC.
- c) VAS – query on installation date.
- d) School Light – Anthony Curton School are in agreement for the Parish Council to take on the responsibility of the light.

## 92/14 Planning - to consider Planning Applications, receive Borough Council decisions, note planning appeals and breaches.

- a) 14/00429/F – Two storey side extension, porch extension and conservatory at 7 West Drove North, WSP. Application withdrawn.

## 93/14 Finance

- I. To accept the Internal Audit Report and approve the Annual Governance Statement
  - a. Internal Audit Report – Cllr Cousins proposed the Internal Audit Report be accepted, seconded by Cllr Broden. Agreed.
  - b. Annual Governance Statement - Cllr Treen proposed the Annual Governance Statement be agreed, seconded by Cllr Wiseman. Agreed.
- II. To consider any request for grants and donations if received
  - a. Request from Village Sport Co-ordinator for a donation for the coach for travel to and from Village Games. Councillors agreed to pay for the coach hire (approx. £145).
- III. National Grid balance
  - a. No response received from National Grid.
- IV. to approve payments
- V. Payments

i.	WPFRT	Hall Hire	20.00	20.00
ii.	WPFRT	Advance Broadband fee May-July	75.60	75.60
iii.	K&M Services	Streetlight Maintenance	48.31	57.97
iv.	Minuteman Press	Village Crier Printing	310.00	310.00
v.	CGM Ltd	Grass Cutting P/F	102.50	123.00
vi.	NRCC	Annual Subs	20.00	20.00
vii.	Navigus Planning	Journal of local planning	50.00	50.00
viii.	NTPT	Training	12.50	12.50

ix.	NCC	Parish Contribution VAS Signs	5,432.30	5432.30
x.	Lawnboy	Church Mower repairs	42.55	51.06
xi.	Mrs E Bateman	Salary and Expenses	293.69	293.69
xii.	KLWNBC	Planning Fee Sports field access	97.50	97.50
xiii.	Mrs GG Barnes	Internal Audit Fee	55.00	55.00
	Direct Debits			
xiv.	E.ON	Energy Charge	68.53	71.96

Cllr Treen proposed all payments be made, seconded by Cllr Broden. Agreed.

VI. to record receipts

None

VII. To view the books of Account

Cllr Broden looked at the Books.

#### 95/14 Correspondence

- a) Police Matters - Crime figures – 1 theft by employee, 1 assault, 1 harassment, 1 drug offence, 1 burglary dwelling, 1 criminal damage (other), 2 thefts (other).
- b) MP Correspondence – request for update after meeting with Alan Gomm, LDF Manager
- c) WNVCA – newsletter and funding advice
- d) Fenland District Council – Inspectors report adoption of Fenland Local Plan and Policies map.
- e) West Norfolk Sports Council – AGM 11<sup>th</sup> June 2014
- f) Norfolk RCC – membership information and AGM 30<sup>th</sup> June 2014
- g) NRCC Signpost Newsletter

#### 96/14 To review the Publication Scheme and Website

Councillors discussed and agreed for a sub committee to look at the publication scheme and website prior to the next meeting. Members – Cllrs Richard Blunt, Richard Broden, Andy Bliss & James Whitaker. Councillors will consult with Peter Luck for any technical information about the website.

#### 97/14 Townsend Estate – to discuss the following:

- 1) Unused Allotments – councillors discussed and agreed to ask KLWNBC the following questions:
  - a) Borough Council to advise the terms of the current letting and will the Borough Council advertise them when they become available for rental
  - b) Is the Borough Council prepared to re-instate them as garden allotments
  - c) Have the allotments been advertised as one parcel of land or individual plots
  - d) Some residents are interested in small allotments - how, when and where was the land advertised for rent and will the Borough Council consider letting as garden allotments in the future
  - e) How much land is there and what size are the individual plots, what is the rent for each plot and what is the rent for the whole parcel of land
- 2) Right of Way
  - a) BC to advise what has happened with regard to the Right of Way that residents believe they have on this track. The Parish Council understands the action taken by the Borough Council to avoid Adverse Possession but this does not answer the issue with the removal of the Right of Way. Clerk to follow up with KLWNBC.
- 3) Borough Cllr Tony Wright was asked to pursue the matters of the allotments and the track with KLWNBC as well.
- 4) Date of public consultation meeting for Site 33 proposals – Hereward Services have arranged a Public Consultation Meeting as part of their pre-planning application. It was agreed that Cllrs Bliss and Broden will attend on behalf of the Parish Council to listen and report to the Parish Council. All other councillors may attend as residents. Peter and Janet Luck will attend the meeting and make a report for the Village Crier of the evening and any questions raised.
- 5) Site Meeting – Councillors will look at Site 33 on Thursday 19<sup>th</sup> June at 7pm.

#### 98/14 Noticeboards – to consider quotations for one new noticeboard and repairs to existing.

- a) Councillors discussed and agreed to consult with residents on The Marsh whether they would like a noticeboard and where they would like it to be sited.
- b) Quotation received from Wes Ogden – councillors agreed to ask Mr Ogden to carry out refurbishment of existing noticeboards and advise that a decision regarding a new bespoke one will be made later.
- c) Prices of ready-made noticeboards were received also.

#### 99/14 Swingfield – to consider quotations for valuation of the land

- a) Quotations were received for valuation of the land ranging from £150 plus VAT to £450 plus VAT depending upon which type of valuation is required. Councillors will discuss at next meeting.
- b) Councillors discussed the trees and agreed for the letter advising the Parochial Church Council that the trees are their responsibility should be re-sent.

- c) Moles – mole treatment has been carried out at the Swingfield but some of the markers for the traps have been mowed up. Command advised that there will be a charge for the traps that can't be recovered as the markers have disappeared.

100/14 To discuss the War Memorial in St Peter's Churchyard

Councillors discussed and agreed to investigate who owns the memorial. Clerk to contact Imperial War Museum War Memorial Inventory.

101/14 Walpole St Andrew Cemetery

A site meeting has been arranged to meet KLWNBC and Mintlyn representatives at 10am on Thursday 26<sup>th</sup> June at the Cemetery.

102/14 Play Park

- a) to receive an update on the project for new equipment
- i. Cllr Whitaker is to arrange for a location/site map to be given to WPFRT for the lease
  - ii. The Clerk will check the lease wording.
- b) to receive a quote for repairs to existing play park
- Quotes were received from Fenland Leisure Products and Streetscape. Councillors agreed for all works to be carried out by FLP.

103/14 WPFRT Sports Field – update on the proposed access

Plans are ready for submission to KLWNBC Planning Department and the Clerk will arrange for the cheque to be delivered to Colin Perkins for the plans to be sent.

104/14 To discuss parish projects

Deferred to next agenda

105/14 County and Borough Councillors Reports

Cllr Tony Wright advised that he has moved into King's Lynn so will be able to access the Borough Council Offices more easily.

106/14 Village Crier and Website

- a) to receive any reports from the Editors
- The Crier is going well with the additional pages.
- b) to discuss the distribution of the newsletter
- Janet Luck will co-ordinate a list of distributors. All councillors to advise Janet of their rounds.

107/14 To receive councillor's reports of villagers' concerns

- a) Affordable Housing – Councillors discussed and would like the Borough Council to advise how affordable housing has been allocated i.e. rented, part-owned etc.

108/14 Highways - To receive reports of road and footpath faults

- a) The Chase – bricks and breeze blocks are still on the verge. Contact Westcotec.
- b) The Chase – bushes and shrubs have been trimmed up.
- c) Chalk Road/Church Road junction – holes in the road.
- d) Wisbech Rd – o/s Princess Victoria, fencing is tipping with weight of hedge and need white lines on verge side to direct traffic away from blind spot.
- e) Mill Rd – “S”bends – road surfacing etc
- f) West Drove North – pothole opp last house towards Walton Highway.
- g) Walnut Road – pothole o/s Little London
- h) The Chase – chase up footpath repairs
- i) The Chase – bushes on school side verge need trimming
- j) Church Road and West Drove North – verges need better maintenance for pedestrians.
- k) Walnut Rd opp School Lane – corner has still got steel stakes in it.

109/14 Streetlighting – to receive reports of faulty lighting columns

The Marsh Street light o/s Sunnyside not working.

110/14 To receive items for the next agenda

Meeting with Alan Gomm, LDF Manager. Councillors discussed and agreed to add to the agenda – Apologies by midday on day of meeting.

111/14 Date and Time of Next Meeting – Thursday 10<sup>th</sup> July 2014 at 6.30pm in the Community Centre, Summer Close, Walpole St Andrew.