

WALPOLE PARISH COUNCIL

The Minutes of the Annual General Meeting of Walpole Parish Council held at the Community Centre, Summer Close, Walpole St Andrew on Thursday 12th May 2016 at 7pm.

Present – Chairman - Cllr Richard Broden
Councillors – Andy Bliss, Richard Green, David Lawty, Janet Luck, Linda Matthews, Lynne Newman
Clerk - Emma Bateman, Press – Irene Hunter
Three members of the Public

94/16 Election of Chairman

Cllr Broden stood down as Chairman. Cllr Lawty took the chair for this item of the meeting and requested nominations for the post of Chairman. Cllr Luck nominated Cllr Broden as Chairman, Cllr Green seconded, there were no other nominations, all councillors voted in favour of Cllr Broden as Chairman. Agreed. Cllr Broden resumed the Chair for the remainder of the meeting.

95/16 Election of Vice Chairman

Cllr Broden requested nominations for Vice Chairman. Cllr Luck nominated Cllr Whitaker, Cllr Green seconded, there were no other nominations for the post. Cllr Broden advised in the councillor's absence that Cllr Whitaker would be agreeable to taking the post on. All councillors voted in favour of Cllr Whitaker as Vice Chairman. Agreed.

96/16 Apologies – to accept apologies and reasons for absence

Apologies were received and accepted from Cllr Whitaker.

97/16 To receive a report on the progress of the proposed access road to the sports field

Cllr Broden advised that this item is brought forward on the agenda.

Cllr Broden read his report to the council and made a proposal to postpone the installation of the access road and the future installation of the road would be reconsidered together with information from the WPFRT on progress of provision of facilities at the sports field. The proposal was seconded by Cllr Newman. All councillors were in agreement.

98/16 Declarations of Interest of any items on the agenda and to consider any requests for dispensations.

No declarations were made.

99/16 Minutes – to approve the minutes and notes of recent meetings and presentations.

1. To approve the minutes of the ordinary parish council meeting held on Thursday 14th April 2016
Cllr Lawty proposed the minutes of the meeting held on 14th April 2016, having been previously circulated, as a true record of the meeting, seconded by Cllr Newman. Agreed.
2. To approve the notes of the Neighbourhood Plan Presentation held on Thursday 28th April 2016
Cllr Bliss proposed the notes of the presentation held on 28th April 2016, having been previously circulated, as a true representation of the presentation, seconded by Cllr Luck. Agreed.

100/16 Matters Arising – to record matters arising from the last meeting

1. SADMP – councillors agreed to respond to the consultation by asking for clarification of the wording “at least” in reference to minimum housing numbers per identified site for development. Proposed by Cllr Lawty, seconded by Cllr Broden. Agreed.
2. The Chase bushes – a quote has been received and another is awaited.
3. There is inconsistency in the grass cutting by CGM Ltd, the Clerk and Cllr Lawty met with Ian Burton from CGM who advised that the two teams (one for grass cutting with the large tractor mower and one for cutting/trimming the smaller areas) will follow each other within 1-2 days so that the cutting is consistent. Areas that had been missed have been pointed out to CGM and the maps of the areas have been issued to CGM again. CGM are to supply a schedule of which week they are due to come and cut the grass.

101/16 To review Planning Arrangements for e.consultation

The Council is satisfied with the arrangements for e.consultation at parish council meetings and for extra meetings to be called if required for urgent or large planning applications.

102/16 To appoint a representative for the Community Centre

Cllr Broden proposed Cllr Luck as the representative for the parish council at the Community Centre, seconded by Cllr Lawty. Agreed.

103/16 To appoint representatives for weekly checks of Open spaces, Swingfield and St Andrew's Churchyard and Playpark.

Cllr Bliss volunteered to carry out weekly visual checks of the above areas. Councillors agreed.

104/16 Standing Orders – to review the Standing Orders

The Parish Council reviewed the standing orders adopted in 2015 and is satisfied, proposed by Cllr Luck, seconded by Cllr Green. Agreed.

105/16 Financial Regulations – to review current Financial Regulations

The Parish Council reviewed the financial regulations adopted in 2015 and is satisfied, proposed by Cllr Lawty, seconded by Cllr Bliss. Agreed.

106/16 Programme of Meetings – to accept the proposed dates of future meetings

Councillors agreed with the programme of meetings for the second Thursday of each month.

107/16 Public Participation – to suspend the meeting to allow public participation

Disappointment was expressed in the presentation by Alan Gomm.

It was reported that the Cemetery grass is in need of a cut. This will be reported to KLWNBC.

108/16 Planning

A. Applications for Consultation with Parish

16/00745/F – Variation of condition 6 & 8 of PP 14/00283/FM to amend landscaping details at Rose and Crown Farm, Walpole Bank, WSA. Support

16/00729/F – Variation to condition 4 of PP 15/00918/F to allow construction to continue during the restricted time of 1st March to 1st August at Model Farm, Frenchs Road, WSA. Support.

B. Borough Council Planning Authority Decisions

15/02059/F Walpole Adjacent Fairlawn 15 Kirk Road Walpole St Andrew Wisbech Norfolk PE14 7LL - Proposed 2.5 storey detached dwelling house with detached garage and new access to Fairlawn (adjacent dwelling) Application Permitted 26 April 2016 Delegated Decision

16/00449/O - Land between the Beeches and Homeleigh S of the Lane, Market Lane, WSA - Outline Application: Residential development (market and affordable housing). Application Refused, 10th May 2016. Delegated Decision

109/16 Finance

I. To accept the End of Year Accounts and Annual Return

a. Councillors had received the accounts in advance of the meeting. A query was raised regarding NCC and the proposed trod for Chalk Road as funds had been issued in April 2015 and the work is still pending. Councillors agreed for a letter of concern to be sent to NCC Portfolio Holder regarding the delay to the installation.

b. Annual Accounts and Return- Cllr Lawty proposed the Annual Accounts and Return are accepted, seconded by Cllr Newman. Agreed.

c. The dates were set for the Electors Rights from 1st July for a period of 30 days to 11th August.

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

i. Cllr Lawty requested that no retrospective applications is re-iterated on the grant policy. Agreed

ii. Speed Watch Co-ordinator – request for funding of a table to promote Speed Watch at St Peter's Flower Festival and cost of stationery. £20 for the table for two days and approx. £10 for stationery and printing. Agreed.

iii. WPFRT – request for consideration for a grant towards the re-surfacing of the community centre carpark. Councillors agreed in principle to support but would like WPFRT to apply when they have more funds in place from other sources. Agreed.

iv. Flower Festival – request to sponsor flower arrangements. Councillors agreed not to sponsor.

v. St Peter's PCC – request to consider a retrospective application. Councillors agreed not to consider retrospective applications.

III. To consider quotations for Annual Insurance

Quotations were received from Came & Company, Aon and Zurich Insurance. It was agreed to use Zurich Insurance for a 1 year term for the insurance at a cost of £685.67.

IV. to approve payments

	Ex VAT	VAT	Inc VAT
i. WPFRT - Hall Hire 28/4 & 12/5	36.20		36.20
ii. K&M Lighting Services - Streetlight Maintenance	53.73	10.75	64.48
iii. Mr B L Powers - Grass Cutting Stickfast & Dunces Lanes	85.00		85.00
iv. Online Rollers - Drawing fee	75.00	15.00	90.00

v.	Mrs E Bateman - Salary & Expenses		264.89	264.89
vi.	Magpas - Donation	50.00		50.00
vii.	Zurich – Insurance Premium	685.67		685.67
viii.	E.ON - Energy charge	97.23	4.86	102.09
V.	to record receipts			
	None received.			
VI.	To view the books of Account			
	Cllr Luck looked at the Books.			

110/16 Correspondence – to receive items for information

1. KLWNBC - Modifications to SADMP & response from Borough Councillor, see 100/16 1.
2. RoSPA Playsafety - notification of inspection
3. Heritage Lottery Fund - Green space event
4. S Lyons – Speedwatch
5. Norfolk ALC- Parish Paths seminar
6. NCC- Folgate Lane verges, repair work is ongoing and being monitored.
7. C Gipp - Chalk Road flooding, reported to NCC.
8. Walpole X Keys Clerk- Commemoration of end WW1
9. TSJ Clerk- Queens 90th Birthday Celebrations
10. Baywa RE- Update on Community Contribution, Baywa Re will advise when they have accreditation.
11. KLWNBC – information for further action for neighbourhood plans
12. S Lyons- Notice board at Walnut Rd, Cllr Newman will investigate with residents.
13. SNAP Team- Fixed penalty notices
14. Clerks and Councils direct - newsletter

111/16 To receive applications for the Co-opted Councillor Vacancy

Councillors agreed to delay co-option until July as there are two vacancies to consider. Clerk will write to the three applicants and advise that there will be an opportunity for an informal meeting with each candidate prior to the July meeting.

112/16 Play Park – to receive any updates on the project progress.

Cllr Whitaker was absent from the meeting and no report was given.

113/16 To receive a report from the Community Centre

Cllr Luck advised that there is to be an Events Co-ordinator, a lease for a shop is in progress and should open in the next month or two. The committee is considering maintenance work on the building.

114/16 County and Borough Councillors reports

The Clerk read Cllr Blunts report to the meeting.

115/16 Report from Village Crier & Website Editors

Cllr Luck advised that there had been 47 likes on the Social Media site, no discussion points had been raised. Social media will be added to this agenda item.

116/16 To consider future Village projects

This item was deferred.

117/16 To receive Councillors reports of villagers’ concerns

1. It was advised that the Church Wardens have organised tree maintenance for the Swingfield trees for the Autumn.
2. A grit bin has fallen over on Church Rd opposite Holt Court. The clerk will arrange for Mr Stacey to rectify.
3. It was agreed to remove the small open bin from inside the playpark as the new wheelie bin has been installed and is emptied by KLWNBC. It was also agreed to use the inner liner to replace the lost liner from the open bin on Wisbech Road. Cllr Bliss volunteered to move the liner.
4. It was agreed to advise Kier that a liner had been found to replace the one accidentally thrown into the compactor by Kier operatives and a new housing and wheelie bin would not be required at this time to replace the small open bin at Wisbech Road. Reason for not accepting the offer of a new bin housing was because a new housing would be too big for the existing site and there were concerns regarding visibility for road users if it was placed on the other side of the road.

5. Chalk Road hedges – the hedges are still overgrown and causing issues for road users at the junction with poor visibility. Clerk will report again.
6. Walnut Road – overgrown hedge, Cllr Green will advise exact location.

118/16 Highways - To receive reports of road and footpath faults
Wisbech Road – drain o/s Cherry Tree Farm has collapsed.

119/16 Streetlighting – to receive reports of faulty lighting columns

1. Church Road o/s No 19, Cllr Newman will confirm the number.
2. Chalk Road by the pumping station. Cllr Lawty will confirm the number.

120/16 To receive items for the next agenda
Footpaths

121/16 Date and Time of Next Meeting – Thursday 9th June 2016 at 7.00pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

Meeting closed at 9.10pm