

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 9th June 2016 at 7pm.

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

122/16 Apologies – to accept apologies and reasons for absence.
Apologies were received and accepted from Cllr Lynne Newman.

123/16 Public Participation – to suspend the meeting to allow public participation
Query regarding the cutting of the grass verges on Eastlands Bank at the junction with Wisbech Road. Councillors advised that Norfolk County Council are responsible for the cutting of verges. There was a discussion regarding the standard of cutting this year.

124/16 Declarations of Interest of any items on the agenda and to consider any requests for dispensations.
No declarations or requests were made.

125/16 Minutes – to approve the minutes of the Annual General Meeting held on Thursday 12th May 2016.
Cllr Bliss proposed the minutes of the Annual General Meeting held on 12th May 2016, having been previously circulated, as a true record of the meeting, seconded by Cllr Green. Agreed.

126/16 Matters Arising – to record matters arising from the last meeting on 12th May 2016.
1) Cllr Lawty advised that he proposed the minutes of the meeting held on 14th April but realised that he had not been present at the meeting. Councillors noted the advice.
2) Folgate Lane – the damage to the verges from the cabling work has not been rectified to date. Clerk will report to NCC.
3) Noticeboard at Church Rd/Walnut Rd – Cllr Newman was not present to advise on any comments from the residents about possibly re-siting the board.
4) Folgate Lane – grit bin is cracked at the back. Councillors agreed that the bin is still serving its purpose and agreed to leave it in place for the time being.

127/16 Chalk Road Trod – to receive any updates
A letter was sent to Cllr Richard Coke, Portfolio Holder for the Parish Partnership Scheme at NCC, copied to Paul Donnachie, Capital Programme Manager, Andy Wallace, Highway Engineer and Cllr Fred Agnew, County Councillor. Cllr Martin Wilby has now taken over from Cllr Coke as Chairman of that committee. There is to be a meeting on 10th June and a date to start the works will be determined.

128/16 Planning

A. Applications for Consultation with Parish

1) 16/01006/F - Variation of condition 2 of planning permission 15/00205/F: to amend previously approved drawings for Glen Rosa, Frenchs Road, WSA. Support.

B. Borough Council Planning Authority Decisions

1) 14/00283/NMAM_3 - Rose And Crown Farm, Walpole Bank, WSA – Non Material Amendment to PP14/00283/FM: Erection of 30MW solar photovoltaic facility with associated landscaping and construction of temporary access. Application Permitted, 17th May 2016, Delegated Decision.

2) 16/00470/OM - Land SW of 2 To 8 Springfield Road and East of Wisbech Road, WSA. Outline Application: Proposed residential development. Application Refused. 2nd June 2016, Delegated Decision.

C. Appeals

1) Appeal – APP/V/2635/W/16/3148591- Land to rear of Townsend Estate (Planning App Ref 16/00237/O) Consultation.

Councillors discussed and agreed to send additional comments to the Planning Inspectorate as provided by Cllr Lawty. Proposed by Cllr Matthews, seconded by Cllr Broden. Agreed.

2) Appeal – APP/V/2635/W/15/3132978 -The Willows Marsh Road (Planning App Ref 15/00819/RM) Decision. It was noted that the appeal had been refused.

129/16 Finance

I. To accept the Internal Audit and agree the Annual Governance Statement

Internal Audit – councillors agreed to accept the Internal Audit for year ended 31st March 2016 and comments. It was noted that the Risk Assessment and Financial Regulations need to be aligned with dates for reviews. Proposed by Cllr Broden, seconded by Cllr Lawty. Agreed.

Annual Governance Statement – Councillors agreed the Annual Governance Statement for the year ended 31st March 2016, proposed by Cllr Lawty, seconded by Cllr Luck. Agreed.

- II. To consider any request for grants and donations if received
No requests received.

III. to approve payments		Ex VAT	VAT	Inc VAT
WPFRT	Hall Hire (2 occasions)	20.00		20.00
K&M Lighting	Streetlight Maintenance	53.73		64.48
CGM Ltd	Grass Cutting	278.50	55.70	334.20
Minuteman Press	Village Crier Printing	325.00		325.00
M J Stacey	Remove of old bin (PF) & righting Grit bin	58.00		58.00
Mrs G G Barnes	Internal Audit Fee	55.00		55.00
Mrs E Bateman	Salary and Clerical Expenses	243.77		243.77
Direct Debits				
E.ON	Energy Charge	100.47	5.02	105.49

Cllr Whitaker proposed all payments be made, seconded by Cllr Lawty. Agreed.

- IV. to record receipts

Village Crier	Advertising	189.00		189.00
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- V. To view the Books of Account

Cllr Whitaker looked at the books.

130/16 Correspondence – to receive items for information

- 1) KLWNBC – notification of TPO Hundred Acre Wood
- 2) Centenary Fields – Commemorating World War 1 – Cllr Luck took this for the WPFRT.
- 3) E.ON – Increase to Deemed Contract Rates – energy cost increase (Public Lighting)
- 4) Signpost – newsletter
- 5) KLWNBC – BACS Payment of Precept, councillors agreed for Precept to be paid by BACS in future.
- 6) CGM Ltd – Grass Cutting Schedule
- 7) Councillor Vacancy – withdrawn application
- 8) M Mitchell – Raffle fundraising for Play Park, Councillors expressed thanks for this.
- 9) Norfolk Association Newsletter
- 10) Business in the Community – ProHelp group
- 11) War Memorials Trust – Historic England Awards Information
- 12) NPTS – Training Courses (independent)
- 13) KLWNBC - Wisbech Road Bin, Kier advise there are health and safety issues with the emptying of this bin. It was noted that the bin is generally filled by people in vehicles pulling up to the bin and filling it with rubbish sacks. It was agreed to ask KLWNBC if the bin were to be removed completely, would one of the other bins qualify for the free emptying. Proposed by Cllr Lawty, seconded by Cllr Broden. Agreed.
- 14) NCC – notification of Parish Partnership Scheme for 2017/18. Applications to be submitted by 16th December 2016.

131/16 To discuss and plan a review of the Risk Assessment

Councillors discussed the review of the Risk Assessment and inclusion of an email policy for councillors. It was agreed to form a sub-committee with Cllrs Broden, Lawty, Luck and the Clerk to draft recommendations. A meeting will be arranged for the sub-committee and a prepared draft Risk Assessment will be presented to the Council for approval in September.

132/16 The Chase Bushes – to receive quotes for trimming

Two quotes were received and it was agreed to engage BGS to trim the shrubs along the railings at the Kirk Road end and the self-seeded shrubs on the playing field end of The Chase. Proposed by Cllr Bliss, seconded by Cllr Whitaker. Agreed.

133/16 To consider information regarding an additional name to the Parish Hall Roll of Honour.

An email has been received from the Church Warden about the addition of the name to the Roll of Honour. There is no convenient way to add the name without creating an imbalance. Cllr Blunt volunteered to meet with the Church Wardens and discuss the matter further. Proposed by Cllr Whitaker, seconded by Cllr Broden. Agreed.

134/16 To discuss footpaths within the parish.

Cllr Newman is due to attend a meeting on 13th June regarding Parish Paths. It was agreed to discuss in July.

135/16 To receive a report from the Community Centre

- 1) Cllr Whitaker raised a query regarding the grass cutting of the area vacated by the football club. It was advised that there is still some concrete to be removed and when it is done the grass cutter can cut the area.

- 2) The new shop opened on 6th June, 8.30am – 4.30pm (Mon –Fri) and 9am to midday (Sat). It was confirmed by the Chairman of WPFRT that the shop will arrange its own phone (and broadband if required).
- 3) The WPFRT is making enquiries with the Land Registry to the exact land ownership as there is a part of the field which has been enquired about on several occasions which is believed to be still owned by the developer.
- 4) The Parish Council confirmed it will have a stand at the Open Day on 31st July.

136/16 County and Borough Councillors reports

- 1) Cemetery – work is imminent.
- 2) Local Development Plan – work is now starting on the Local Plan for 2026 and beyond.
- 3) Neighbourhood Plan – Cllr Blunt would like the Parish Council to look at this in the near future. It was agreed to put on the July agenda.

137/16 Report from Village Crier & Website Editors

There was nothing to report.

138/16 Play Park – to receive any updates on the project progress.

- 1) Cllr Whitaker advised that the project has had to be divided into two separate projects as the value of each project must be no more than £25K including VAT.
- 2) First Application - this is for £10K to the Big Lottery Fund for the older age group area of a project value of £19,888 plus VAT. Applications will be made to other sources as well for the remaining balance.
- 3) The Application to The Big Lottery Fund – whilst applying for grants from several other sources, the Parish Council agreed to make up shortfalls if appropriate from its own reserves. Proposed by Cllr Lawty, seconded by Cllr Blunt. Agreed.
- 4) Second Application – this is to the Big Society Grant Fund. An independent referee is required. It was suggested that Mrs Rosa Blunt be asked to act as a referee, proposed by Cllr Lawty, seconded by Cllr Luck. Agreed.

139/16 To consider future Village projects

It was agreed to keep this as an agenda item.

140/16 To receive Councillors reports of villagers' concerns

- 1) St Andrew's Churchyard – there are a lot of self-seeded saplings in some of the grave in the churchyard. Quote to be obtained for dealing with them.
- 2) Verge Cutting – the verges have been cut but it seems to be much reduced. Request a definitive statement from NCC on the grass verge cutting policy.
- 3) Maintenance costs of playpark.
- 4) Chalk Road – hedge by The Water Gardens – advice has been given that it will be cut in the autumn.
- 5) Chalk Road – hedge opposite Water Gardens is overgrown, letter to be sent to resident.
- 6) Chalk Road/Church Road junction – hedge has been cut back.
- 7) Pigeon Street – hedge at new build is overgrown.

9pm – Councillors agreed to a 10 minute extension to the meeting.

141/16 Highways - To receive reports of road and footpath faults

- 1) Pothole o/s The Maples, Church Road.
- 2) Pothole o/s Glebe House, Church Road.
- 3) Pothole/crumbled road edge opp Fairholme, Wisbech Road.

142/16 Streetlighting – to receive reports of faulty lighting columns

Nothing reported.

143/16 To receive items for the next agenda

Neighbourhood Plan, review of Clerks Salary, Co-option of Parish Councillors. Councillors agreed to a 6.15pm arrival.

144/16 Date and Time of Next Meeting – Thursday 14th July 2016 at 6.15pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

Meeting closed at 9.10pm.