

# 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 8<sup>th</sup> March 2018 at 7.00pm.

Present Vice Chairman – Cllr James Whitaker  
Councillors – Richard Blunt, Richard Green, Adrian Eveleigh, David Lawty  
Clerk - Emma Bateman,  
Parish Hall Committee Chairman – Mr Street  
Five Members of the Public

46/18 Apologies – to accept apologies and reasons for absence  
Apologies were received and accepted from Cllrs Bliss, Drew, Newman and Rowell.

47/18 To receive any declarations of interest and request for dispensations  
Cllr Blunt will abstain from votes on Planning Applications 51/18.  
Cllr Lawty declared an interest in Finance 55/18.C.

48/18 Minutes – to approve the minutes of the Extra Ordinary and Ordinary Meetings held on Thursday 8<sup>th</sup> February 2018

1) Extra Ordinary Meeting 8<sup>th</sup> February 2018 –

1.1 Cllr Lawty disputed the accuracy of the minutes and asked for the following amendments:

1.1.1 23/18 first paragraph, to follow the sentence *‘The total project costs will be in the region of £291,112 or, if piling is required for the foundations, in the region of £321,112’* with “No forthcoming figures given, only ball park figures”.

1.1.2 24/18 seventh paragraph, to follow the sentence *‘It was added that the registration of the land with the Land Registry is in process but some alteration to the Parish Hall Committee’s constitution needs to be done prior to registration’* with “The Constitution could be deemed to be in breach”.

1.1.3 To be added to the minutes “It was pointed out by Mr Street that if the grant wasn’t forthcoming, they would not reapply to the Parish Council”. There was discussion that this statement was not heard by all people at the meeting, including the Chairman.

1.2 There was considerable and loud discussion regarding the amendments. A vote was taken on each of the amendments as follows

1.1.1 – 3 votes to add the extra wording, 1 vote against, 1 abstention due to absence from that meeting, Carried.

1.1.2 – 3 votes to add the extra wording, 1 vote against, 1 abstention due to absence from that meeting, Carried.

1.1.3 – 2 votes to add the extra wording, 2 votes against, 1 abstention due to absence from that meeting, Chairman’s casting vote against, Not Carried.

1.3 The minutes of the Extra Ordinary Parish Council Meeting held on Thursday 8<sup>th</sup> February 2018 having been previously circulated were accepted, with the two approved amendments as above in 1.2, as a true record of the meeting. Three votes in favour, 1 vote against, 1 abstention due to absence from the meeting. Carried.

2) Ordinary Parish Council Meeting 8<sup>th</sup> February 2018

2.1 Cllr Lawty disputed the accuracy of the minutes and there was considerable and loud discussion regarding this and opinions regarding declaration of interests. The Chairman read the criteria from the Register of Disclosable Pecuniary Interests for the benefit of the members and the public in attendance.

2.2 It was proposed to accept the minutes in their original format and a vote was taken – 3 votes in favour, 1 vote against, 1 abstention due to absence from the meeting. Carried. The minutes of the Ordinary Parish Council Meeting held on Thursday 8<sup>th</sup> February 2018 having been previously circulated were accepted as a true record of the meeting.

49/18 Public Participation – to invite public participation

Mr Street advised the Parish Council that a copy of the Building Survey for the Parish Hall had been passed to one of the members and if the Parish Council has any questions or would like to see any of the documents for the Parish Hall Rebuilding Project they will be forthcoming upon request.

50/18 Matters Arising – to record matters arising from the last meeting

1. 33/18 – The hedges at the Primary School abutting the playing field have been cut. The section alongside the carpark has been left quite high and it was advised that this is a matter for the WPFRT to address with the school.

2. Herras fencing on Wisbech Rd – KLWNBC Planning Enforcement advises that they are unable to deal with this as ownership is not determined. It was suggested to advise the KLIDB (Drainage Board) as the fencing may be theirs.

3. Application to the Norfolk County Council Parish Partnership Scheme for a VAS – NCC has advised that this application will not be supported and suggested amending it to a Mobile SAM2 interactive speed sign. Councillors discussed and agreed to review the application with costings for the next meeting and, if found favourable, submit the application in this round if NCC will grant extra time. If not, to consider for the next round of PPS funding.

## 51/18 Planning

### A. Applications for Consultation with Parish

17/02218/F- Amended application - Proposed residential development comprising of 3 terrace houses and 1 detached chalet bungalow at Homewood Bustards Lane, WSP. Object – for the same reasons as previously given - The proposed development is to intense development for the site, the proposed development is out of keeping with the existing properties in the vicinity, there are no off road turning spaces provided for the parking spaces, the proposed development will increase traffic on an already narrow lane. 3 votes in favour and 2 abstentions. Carried.

### B. Borough Council Planning Authority Decisions

17/01959/F - Rose Cottage, Mill Road, WSP. Replacement bungalow with detached double garage Application Permitted, 8<sup>th</sup> February 2018, Delegated Decision.

17/01559/RM - Applegate House, Walnut Road, WSP. Reserved matters application for the construction of dwelling. Application Permitted, 9<sup>th</sup> February 2018, Delegated Decision.

## 52/18 To receive Councillors reports of villagers' concerns, highway issues and street lighting faults

1. Church Road – road surface slipping towards the dyke next the Berkeley House.
2. Chalk Rd/Church Rd junction – near AW pumping station, road is subsiding and uneven due to holes.

## 53/18 To receive a reports from:

1. County and Borough Councillors reports
  - 1.1 County Councillor – no report given.
  - 1.2 Borough Councillor – will give updates in the agenda items numbered 64/18 and 65/18
2. Community Centre report – it was advised that the Family Craft day was successful, one regular user may be cancelling their weekly session and a decision regarding the benches (provided from the Community Fund) will be forthcoming from the WPFRT.
3. Village Crier, Social Media & Website Editors reports – Village Crier second edition with new editor in progress, cut off for editorial inclusion 15<sup>th</sup> of the month, councillors unanimously supported a colour picture cover for the next edition re picture competition.

## 54/18 To receive a report from the Community Contribution Working Group and discuss any proposals.

1. It was suggested that there could be fact finding subgroups to prepare idea packages to help the working group.
2. Bus shelter for Walnut Road – an alternative site is being investigated.

## 55/18 Finance

		Ex VAT	VAT	Inc
1. to approve payments				
	VAT			
1.1 WPFRT	Hall Hire (Feb)	21.60		21.60
1.2 K&M Lighting Services	Streetlight Maintenance & LED replacement	53.73	10.75	64.48
1.3 Norfolk ALC	Training GDPR	25.00	5.00	30.00
1.4 CAN	Annual Subs	20.00		20.00
1.5 Glasdon	Dog Bins	584.16	116.83	700.99
1.6 KLWNBC	Dog waste collection	411.84	82.37	494.21
1.7 HMRC	PAYE	21.80		21.80
1.8 Mrs E Bateman	Salary and Clerical Expenses	273.98		273.98
1.9 E.ON	Energy charge	127.61	6.38	133.99
1.10ICO	Data Controller Fee	35.00		35.00
	From the Community Contribution			
1.11 St Peter's Parish Hall	Grant for the Rebuild Project	5000.00		5000.00
	Councillors unanimously agreed all payments be made.			
2. to record receipts				
2.1 Village Crier	Adverts	166.00		166.00
3. Request for Donation – a request for £100 from WPFRT to cover the costs of complimentary refreshments (tea, coffee, biscuits) for people coming to the Official Opening of the Play Park was agreed – 4 votes in favour and 1 abstention.				
4. To view the books of Account				
	Cllr Blunt looked at the Books.			

## 56/18 Correspondence – to receive items for information

1. Parish Hall Committee - Letter of thanks re grant and pledge.
2. MM Cleaning - Bus shelter cleaning enquiry. Councillors will report back if cleaning of shelters at West Drove North and Wisbech Rd is required.
3. NCC - Broadband improvement. A new fibre to cabinet box will be sited at Folgate Lane within the next 18-24 months.
4. Fraser Dawbarns - Update re Cable Easement documents.
5. KLWNBC - Draft Tree Strategy consultation.

6. NCC - Update re road reinstatement, Dong Energy has completed the video of the state of the roads with NCC.
7. Clerks and Councils direct – newsletter.

57/18 To consider preparation work for the General Data Protection Regulation implementation on 25<sup>th</sup> May 2018

1. The Clerk has attended a two hour information/training session on the basics of the GDPR. There is an amount of work to be done before the new regulations come into force.
2. It was agreed to enquire with KLWNBC about provision of a Data Protection Officer.

58/18 To consider the two co-opted councillor vacancies and agree a closing date for applications.

1. There has been one application for a post of Co-opted Parish Councillor.
2. Councillors agreed to take a vote on co-option of the applicant. Five votes in favour, unanimously carried.
3. There is still one vacant post and an advert will go into the Village Crier. Closing date for applications will be 8<sup>th</sup> May 2018.

59/18 To consider a working group/s to prepare Policy Documents for adoption by the Parish Council (Including GDPR, Complaints, Play Area, Training)

1. It was agreed to consider a working group at the next meeting.
2. Councillors requested the Clerk send draft policy documents to all councillors.

60/18 To consider nominations for Walpole Parish Foundation and Recreation Trust vacant posts

1. It was noted that there are already two parish council nominated members of the WPFRT.
2. This evening's newly co-opted councillor is also a member of the WPFRT.

61/18 To note the requirements from KLWNBC regarding size, height and locations of dog waste bins.

1. KLWNBC will only allow 35L dog bins and the lid must be '3ft from the ground'. Councillors queried if this should be 1m.
2. It was agreed to purchase an extra 35L dog bin for the Community Centre Car Park as there is a large amount of usage.
3. It was agreed to return the 50L dog bin in exchange for a 35L dog bin, to go with the three already purchased, for the four newly approved sites.

62/18 To consider the findings of the discussions with the Public Rights of Way Officer regarding footpaths

1. Cllr Eveleigh met with the Rights of Way Officer from NCC. The RoW Officer is aiming to get NCC to provide fingerpost signage for the footpaths and requires the Parish Council to prioritise the footpaths that need definition.
2. The RoW Officer is aiming to instigate dyke crossings where necessary.

63/18 9.00pm Cllr Whitaker requested that the council extended the meeting for a further 15 minutes to complete the business of the Parish Council as per the agenda. Unanimously agreed.

64/18 To discuss any updates regarding the Townsend Estate Allotments from KLWNBC

1. Cllr Blunt has taken up all issues relating to the proposed lease with M Walsh at KLWNBC.
  - 1.1 M Walsh will speak to the Portfolio Holder regarding the term of the lease and try to extend to 10 years from 5 years. If agreed will then go onto an annual renewal after the 10 year term is completed.
  - 1.2 It will also be agreed that permission for the keeping of livestock (meaning rabbits and chickens), permission to erect 1 small shed and 1 small greenhouse and permission to erect temporary fencing will be included.

65/18 To consider the grass cutting at Walpole St Andrew Cemetery and any communication regarding this from KLWNBC

1. The Operations Manager from KLWNBC advises that they arrange for 12 cuts of the cemetery per season. KLWNBC would not have any objection to the Parish Council arranging supplementary cuts but this will need to be co-ordinated with the Borough Council's arranged schedule. It was also advised that the other maintenance carried out is – strimming and blowing around headstones on 12 occasions, hedge cutting on 2 occasions, wreath removal on 2 occasions and on 1 occasion per year - tree canopy lifting, leaf clearing, weed control and a tree survey. It was noted previously that KLWNBC advised if the Parish wished to take on the all grass cutting, it would have to take on all the grounds maintenance. Councillors discussed and agreed that the grounds maintenance provided this year by KLWNBC will be monitored and reported.
2. It was mentioned that KLWNBC could pass on the responsibility for the management for the Cemetery to the Parish Council. Councillors felt that this would not be feasible.

66/18 Play Park

1. Command Pest Control have visited the play park and the mole activity appears to have reduced.
2. The bark pits needs levelling and possibly a top up will be required.
3. Bench provision – WPFRT will provide their input on number of benches/picnic tables and locations.
4. Play Park Opening – this will now be delayed until July, as there will, hopefully, be better weather and more time to organise other activities alongside the Opening Ceremony. Teas and Coffees will be provided by WPFRT as per agenda item 55/18.3.
5. Naming – it was discussed and proposed to name the Play Park "The Walpole Memorial Park" – agreed unanimously
6. Memorial Bench – it was agreed to apply for funding for a memorial bench in memory of the fallen of World War 1 which will be placed close to the Play Park.

67/18 To receive items for the next agenda

Benches/Picnic Tables for the WPFRT recreation field, Get Mapping, Clerks Salary.

67/18 Date and Time of Next Meetings – Thursday 12<sup>th</sup> April 2018, Annual Assembly at 7.00pm followed by the Ordinary Parish Council meeting at 7.30pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

Meeting closed at 9.20pm

Draft