

# WALPOLE PARISH COUNCIL

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> February 2020 at from 7.00pm.

Present :

Councillors – Andy Bliss, William Brooks, Linda Matthews, Ben Matthews, Heather Smith, Richard Blunt, David Lawty and Claire Robinson  
Clerk – Caroline Boyden  
Borough Cllrs Julian Kirk & Richard Blunt  
Six Members of the Public

As the Chair was on holiday, Vice Chair Andy Bliss ran the meeting.

Welcome from Vice Chair Cllr. Bliss to all.

1. Apologies – to accept apologies and reasons for absence  
Apologies were received and accepted from Cllrs Green, Campion, Eveleigh and Cllr S. Squires
2. To remind all councillors of their duty to abide by the Code of Conduct  
Cllr Bliss reminded all councillors of their duty to abide by the Code of Conduct.
3. Declarations of Interest of any items on the agenda and to consider any requests for dispensations.  
None. Cllr Lawty requested that all Cllrs complete an updated pecuniary form where necessary.  
CB to check and advise. ACTION CB
4. Public Participation - to allow public participation (3 minutes allowed per speaker, up to a maximum of 15 minutes in total)
  - a. Grant award for the Community Centre car park to have a retrospective agreement. ACTION CB  
Cllr Lawty asked how much money had been raised for the Parish Hall and it was confirmed that £35k was in the bank (£30k from the parish council grant) and other grants were being researched.
  - b. Pothole outside Berkley's on Church Road – CB to contact Andy Wallace at Highways. The issue on west Drove with large pot hole and holding water still outstanding. The hedge has been cut back though. ACTION CB
  - c. Planning Application on Walnut Road for 19 homes when original application was for 10.  
Cllr Blunt stated original notice in 2015 was for "10 homes at least". He will talk to the planning department about the lack of notifications to residents and on lamp posts in the immediate area. At this time, Cllr Bliss brought forward Planning on the agenda to 4.c. and covered the initial application and the fact that the updated application now had 19 which was far too many. Smaller plots were raised and the fact that the proposed housing was out of keeping with current housing in the area, also that the affordable housing proposed looked very obvious and not in keeping. The impact on the infrastructure along with drainage issues were also raised. The Local plan allocated site was for 10 homes.  
There were a number of other issues raised including additional parking on roads as not all the houses had garages and only limited dedicated parking spaces.  
Vote to refuse application – proposed Cllr Lawty, seconded Cllr Brookes – vote 5 for with 2 against.  
Vote to accept application – proposed Cllr B Matthews, seconded Cllr L Matthews – vote 2 for with 5 against. Vote to refuse carried.

5. Minutes – to approve the minutes of the Ordinary Parish Council Meeting held on Thursday, 9<sup>th</sup> January 2020, having been previously circulated were proposed as a being a true record of the meeting. Proposed Cllr Brooks and seconded by Cllr B. Mathews. Unanimously agreed with Cllr Lawty abstaining due to being absent from the meeting.
6. Matters Arising – to record matters arising from the last meeting:  
Cllr Bliss advised he and Jane Eveleigh, from the safety watch team, went out and measured the highways for the Gateway's. Parish Partnership to be looked into for a contribution towards the costs.
7. To receive reports:  
County and Borough Councillors reports –

Cllr Blunt reported that The Mart was in the Tuesday Market Place for the next two weeks. The refurbishment to the Corn Exchange was going well and on schedule with 2 small cinemas, new roof and refurbished bar area and toilets.  
A Carers Conference was taking place on the 18<sup>th</sup> of March  
CIL Borough “pot” has a task force in place for allocations i.e., small infrastructure projects and applications for grants information will be available along with further details in the near future.  
Cllr Lawty asked Cllr Blunt for a talk on neighbourhood Planning and it was agreed that Alex and Alan from Planning are to be asked to come to one of our forthcoming meetings. ACTION CB  
Cllr Kirk had attended the opening of the new pumping station at Wolverton.

- a. Cllr Blunt reported that the Street sign (T Junction) on Walnut Road, opposite the bus shelter had been damaged.
- b. Cllr B. Matthews had received a communication from a parishioner regarding the dangerous parking outside the school during drop off times. Double yellow lines outside the school where to be considered due to the safety issue and images are required showing the parking issues. The next step would be to ask the Police to visit during the drop off times. To be added to the next meeting agenda. ACTION CB
- c. Pot hole reported outside The Maples.
- d. The lamp post no 32 on Church Road has the cover plate off and sensor is damaged.
- e. Springfield Road footpath cleaning update – no’s 6-8 and 34 to be cleaned first. ACTION CB
- f. The grit bin on Folgate Lane has been damaged and requires replacing. Proposed Cllr Lawty and seconded Cllr B Matthews. All in favour and Cllr Bliss to find the size required. ACTION AB
- g. Outside Washgate House on Chalk Road has a manhole problem along with surface rain water.
- h. Community Centre report – Cllr Lawty advised new bookings were coming in and awaiting the contractor for a start date on the car park – when weather permits.  
Fun day arranged in June to raise funds.  
Projector screen to stay as a whiteboard was not required. However, Cllr B. Matthews to look into alternatives. ACTION BM
- i. Walks – the signage has been updated but some changes still required.  
A sign pole twists round near Weatherholme – Cllr Bliss to update. ACTION AB  
The Footpath from Follens road to Eastlands Bank still requires clearing. ACTION AE
- j. Community Fund Projects Working Group will update when the weather improves.
- k. Crier is working on April edition.
- g. Website views: In January the website was viewed 569 times.

The top 10 viewed pages were: Home: 159, Crier: 79, Planning Applications: 75, Latest News: 54, Community Centre: 37, Parish Council: 32, Agendas: 22, Minutes: 22, Contact Us: 20, Walking: 18

Links to the West Norfolk Service Directory and West Norfolk Clinical Commissioning Group can be found on the Useful Info page of the website.

Pete has been liaising with Norfolk ALC to ensure the parish website meets the Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018. The website needs to comply with the regulations by the 23<sup>rd</sup> September 2020, all that is left to do in check images have descriptions against them. So, there will be no Issue in complying by the 23<sup>rd</sup> September 20.

8. Planning – moved to Item 4 due to public participation.

1 application approved: To remove deadwood and tree crowning at Anthony Curton School.

9. Finance

a. To approve payments and record receipts:

Receipts:	C Page	Crier Advert	£38.00
Payments:	EE	Mobile Phone	£19.72
	E-ON	Energy	£65.12
	C. Boyden	Clerk Salary & Expenses	£404.22
	HMRC	PAYE	£69.00
	NPT & S	Induction Course	£40.00
	K & M Lighting	Streetlight Maintenance	£27.54
	WPFRT	Hall Hire January	£33.75
	Starboard	Scribe Licences	£281.52
	Minuteman	Crier printing	£370.00

Total payments £1310.87

Proposed acceptance Cllr Lawty, seconded Cllr Smith, unanimously approved.

b. Scribe will be live from 1<sup>st</sup> April 2020 as Clerk has to transfer current accounting which will take time. Cllr L. Matthews has agreed to check Scribe on a quarterly basis.

c. Online banking – Unity Bank has received high praise from other Parish Councils and a decision needs to be made quickly to enable changes to be put in place for the new year April 2020.

d. Allotments – there has been no increase in charges since 2017 and any change needs to be given to tenants in October with 12 months' notice – live from October 2021. Agenda item for June 20

e. VAT return completed amounting to £3,768.16

10. 3 Quotations have been received for the grass cutting contract and Cllr Bliss went through these along with some additional, one off, work.

It was agreed that CB obtain references from T A Blackamore.

ACTION CB

11. Play Park – Cllr B Matthews has a sign to attach for dog fouling. The quote from Fenland Leisure for maintenance to be sent out by CB for review at next month's meeting.

ACTION CB

12. Correspondence

The following correspondence has been sent out:

Electoral Register

Fenland Local Plan

Ranger Visits

Standing Orders & Financial Regulations

Cllr Blunt updated on the opportunity for tree planting with the Woodland Trust and this to be added to the next agenda.

ACTION CB

The replacement of the Walnut Tree raised and Highways & Richard Fisher to be involved.

Cllr Lawty requested that the Clerk use his btinternet email address and Cllr Blunt asked for the Clerk to send all emails to both his addresses.

Cllr Lawty asked if the Clerk could send out the Mapping Programme username and password.

Date and Time of Next Meeting – Thursday 12<sup>th</sup> March at 7.00pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

Meeting closed at 21.02pm.