

WALPOLE PARISH COUNCIL

Minutes of the Ordinary Meeting of Walpole Parish Council held at the Community Centre, Summer Close, Walpole St Andrew on Thursday 13th June 2019 at 7pm.

Present Chairman – Richard Green
Councillors – Andy Bliss, Richard Blunt, William Brooks, Adrian Eveleigh, David Lawty, Ben Matthews, Linda Matthews, Heather Smith and Les Street.
County Cllr Sandra Squire, Borough Cllr Julian Kirk
Clerk - Emma Bateman
Seven Members of the Public

105/19 Apologies – to accept apologies and reasons for absence
Apologies were received and accepted from Cllr Campion.

106/19 To remind all councillors of their duty to abide by the Code of Conduct
The Chairman reminded all councillors of their duty to abide by the Code of Conduct.

107/19 Declarations of Interest of any items on the agenda and to consider any requests for dispensations.
Cllr Brooks declared an interest in Finance and Correspondence.

108/19 To consider a policy for audio/visual recording of meetings

1. The Standing Orders and a model policy had been circulated to all councillors prior to the meeting.
2. Councillors discussed the recording of parish council meetings. Concerns were raised regarding what happens to the recording after the meeting.
3. Cllr Lawty reminded the meeting that it is a legal right for a person to record parish council meetings. There was more discussion between councillors.
4. It was proposed and seconded for the Clerk to make a recording of meetings. Agreed.

109/19 Public Participation – to allow public participation

A member of the public asked to know who is recording the meetings. It was confirmed that the Clerk is to record meetings. Cllr Lawty is also making a recording of the meeting.

110/19 Minutes – to approve the minutes of the Annual General Meeting held on Thursday 16th May 2019

The minutes of the Annual General Meeting held on Thursday 16th May 2019 having been previously circulated were proposed as a being a true record of the meeting, the proposal was seconded. Agreed.

111/19 Matters Arising – to record matters arising from the last meeting

No matters were arising.

112/19 To discuss any updates regarding the Townsend Estate Allotments and the lease from KLWNBC

1. The Chairman invited the representative of the Allotment Group to participate.
2. Cllr Blunt advised that the terms of the lease offered by the Borough Council were not what the Parish Council wanted for its tenants. There was discussion regarding allotments in other parts of the Borough with better terms.
3. There was discussion regarding other land that may be available in the parish.
4. Cllr Lawty made a proposal to set up a working party which was withdrawn.
5. It was then proposed by Cllr Street for Cllr Blunt to pursue investigations with KLWNBC regarding the terms of the lease, seconded by Cllr Brooks. Six votes in favour, 3 against. Carried.
6. It was also proposed by Cllr Street that Cllr Lawty and the Allotment Group Representative form a working party to look at other land in the parish. Seconded by Cllr Brooks. Agreed. Six votes in favour, 3 against. Carried.

113/19 To receive Councillors reports of villagers' concerns, highway issues and street lighting faults

1. Cllrs Bliss, Blunt, Eveleigh, L Matthews and Street and County Cllr Squire will attend the meeting with the Highway Engineer on Friday 14th June. An agenda was set to look at areas of concern.
Cllr Lawty left the room.
2. Discussion regarding the agenda for the Highway engineer meeting continued.
Cllr Lawty returned to the room.
3. It was confirmed that the Community Centre is available if required.
4. Post boxes on Mill Rd, Walpole Highway and Walnut Rd, Walpole St Peter have been stolen.

114/19 To receive a reports from:

1. County and Borough Councillors reports
 - 1.1 Borough Councillor Report – The new council is setting up committees and the next council meeting is on 4th July. Communications between councillors is much improved. There will be some Planning training sessions available
 - 1.2 County Councillor – New IT system to make County Council website easier to navigate, meetings are live streamed on YouTube, issues surrounding Social Care – county councillor would like details of people who are having to pay extra. Highways is another big issue.

2. The Community Centre report – AGM was this week with one member of the public in attendance, there is a new treasurer, car park quotes are due soon, lighting quotes have been received and some decorating will be done. Spraying of the field – a rope and notices will be put up at entrances when this occurs again.
3. Village Crier, Social Media & Website Editors reports – Latest edition of the Crier has been delivered, website has had 455 hits.
4. Report of any issues at Play Park – weed control & playing field grass cutting issues – weed control quote from CGM £70. It was agreed to go ahead. There was discussion about replacing the broken bridge (removed) with a new completely different piece of equipment for a younger age range. It was agreed to make investigations.
5. To receive updates regarding footpaths and circular walks – still waiting to hear about the installation of finger boards.

115/19 To receive a report from the Community Fund Projects Working Group.

1. Bus shelters are installed.
2. Three new dog bins are installed, one outstanding and land ownership will be confirmed with the Highway Engineer.
3. Picnic benches and seating will be installed on the playing field when the weather improves.
4. Litter bins – ongoing
5. Christmas Trees – ongoing.
6. CCTV for Community Centre – quotes awaited.

116/19 Planning

1. Planning Applications

19/00802/F Proposed single storey rear extension at 16 Chalk Road Walpole St Peter Norfolk PE14 7PN. Support.

19/00931/F Side extension to dwelling at 65 Springfield Road Walpole St Andrew Norfolk PE14 7PR. Support.

2. Decisions from King's Lynn and West Norfolk Borough Council

19/00584/F Walpole Caravan At Hill Farm 11 Hill Farm Lane Walpole St Peter Norfolk PE14 7JQ - Retention of mobile home for 18 months Application Permitted 29 May 2019 Delegated Decision

117/19 Finance

1. To consider any request for grants and donations if received
None received. WPFRT is still awaiting the invoice for the tyre removal.
2. To consider the NJC Pay Scales for 2019/20
It was proposed and seconded to increase the Clerk's pay scale to SCP11, £11 per hour backdated to 1st April. Agreed.
3. to approve payments and to record receipts

3.1 WPFRT	Hall Hire May	47.25		47.25
3.2 K&M Lighting Services	Streetlight Maintenance	22.95	4.59	27.54
3.3 Minuteman Press	Crier Printing	405.00		405.00
3.4 CGM Ltd	Grass cutting 9th & 20th May	284.66	56.94	341.60
3.5 CGM Ltd	Walnut Rd triangle, open spaces	26.52	5.30	31.82
3.6 HMRC	PAYE	22.40		22.40
3.7 Mrs E Bateman	Salary and Clerical Expenses	251.90		251.90
3.8 E.ON	Energy charge	60.02	3.00	63.02
3.9 EE	Mobile Phone contract	14.79	2.96	17.75
All payments were approved.				
3.10 Various	Adverts	126.00		126.00

118/19 Correspondence – to receive items for information

1. NCC Parish Partnership invitation – July agenda
2. Speed watch update – a report was read to the council on the findings of the Speed Watch Group. Bigger brackets need to be ordered for one lamppost.
3. Defibrillator Training – a very good session with 7 attendees.
4. Notification of Claim against Parish Council – a notification was received of intention to claim against the parish council for an incident at the play area on 13th May, received on 13th June. This has been immediately referred to the Parish Council's Insurers to investigate.
5. Query re grant to St Peter's PCC for grounds maintenance – information regarding grants for the maintenance of burial grounds was circulated to all councillors in advance of the meeting. There was some discussion that the Churchyard is central to the Parish and the grant will continue in order to maintain the attractiveness of the Parish as a whole. A vote was taken, 9 votes in favour and one abstention. Carried.

119/19 It was agreed to extend the meeting for a further 10 minutes.

120/19 To receive any information regarding a speed reduction for Market Lane - Nothing received to date.

121/19 To receive items for the next agenda – Parish Partnership Scheme

122/19 Date and Time of Next Meeting – Thursday 11th July 2019 at 7.00pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW. **Meeting closed at 9.12pm.**