

# 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 10<sup>th</sup> October 2019 at 7.00pm.

Present Vice Chairman – Andy Bliss, Chairman - Richard Green (*arr. 19.07*)  
Councillors – William Brooks, Charlene Campion, David Lawty, Linda Matthews, Ben Matthews, Heather Smith  
Borough Councillor – Cllr Julian Kirk  
Clerk - Emma Bateman  
Six Members of the Public

Councillors met informally with an interested candidate for the post of Clerk prior to the meeting.

176/19 Apologies – to accept apologies and reasons for absence  
Apologies were received and accepted from Cllr Eveleigh and County Cllr Squire.

177/19 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 and that the meeting will be recorded.

178/19 Declarations of Interest of any items on the agenda and to consider any requests for dispensations.  
No declarations were made.  
*Cllr Green arrived at 19.07.*

179/19 Public Participation – to allow public participation

1. Noticeboard at Church Road traffic island – the grass is very long and it is awkward to get to. Can it be moved to a better location? Councillors discussed and it was agreed to investigate if it is possible to relocate next to the new bus stop on Walnut Road.
2. Cllr Bliss offered to step aside from chairmanship of this meeting and Cllr Green was happy for Cllr Bliss to continue chairing the meeting.

180/19 Minutes – to approve the minutes of the Ordinary Parish Council Meeting held on Thursday 12<sup>th</sup> September 2019  
The minutes of the Ordinary Parish Council Meeting held on Thursday 12<sup>th</sup> September 2019 having been previously circulated were proposed as a being a true record of the meeting, the proposal was seconded. 7 votes in favour and one abstention. Agreed.

181/19 Matters Arising – to record matters arising from the last meeting

1. Grass cutting on Playing Field – Cllr Bliss will liaise with Football Club and CGM regarding a specification. The field needs to be monitored and it was agreed to order ad hoc cuts if deemed necessary. Agreed.  
*One member of the public arrived at 19.12*
2. Chalk Rd Trod – footpath is overgrown with vegetation. Report to Highway Rangers.
3. The Chase Footpath – overgrown hedges etc, Cllr B Matthews offered to trim up the overgrowth. Agreed.

182/19 To receive Councillors reports of villagers' concerns, highway issues and street lighting faults

1. Chalk Rd – o/s Washdyke House – surface water issues.
2. Chalk Rd – o/s Appleton (Bungalow) – surface water flooding
3. Councillors asked for the County Councillor to request an update on the issues highlighted at the onsite meeting in June.

183/19 To receive a reports from:

1. Borough Councillor Report – Pot holes on Frenchs Road need to be addressed. Trafalgar Dinner at The Town Hall on 21<sup>st</sup> October, tickets available.
2. The Community Centre Report – Grant of £5K from the Robert Hall Charity has been received, nearly achieved all the funding for the carpark project, organising a Village Day next summer, Quiz Night arranged.
3. a. Village Crier – Christmas Front Cover Competition, 1 delivery round available, would like recipe contributions;  
b. Social Media – Cllr B Matthews has taken over administration of the Facebook page and views have increased by 19.5k % = 7 new likes in the last two weeks, 584 engagements (likes and shares) and links to two other local Facebook pages. A logo for the Parish Council was discussed and it was agreed that Parish Councillors would bring suggestions for what could be included in the logo to the next meeting;  
c. Website Editors report – 483 hits/views, numbers were circulated to councillors prior to the meeting.
4. To receive updates regarding footpaths and circular walks – Footpath by Eastcroft has been cut.
5. To receive a report from the Community Fund Projects Working Group – Bench and picnic table installation on hold for the time-being as volunteer is currently incapacitated. A question was raised about employing someone to install the

benches and picnic tables. Cllr Campion will enquire with a painter and decorator regarding the Bus Shelter at West Drove North.

#### 184/19 Planning

##### A. Applications for Consultation with Parish

19/01518/O - Outline Application (all matters Reserved): construction of 5 dwellings at land between The Beeches and Homeleigh, South of The Lane, Market Lane, Walpole St Andrew. Two proposals were made:

1. Object – outside the Planning Boundary, grade one agricultural land. Proposal was proposed and seconded – A vote was taken - 4 votes supporting proposal, 3 votes against proposal, 1 abstention. Carried.
2. Support – inside 30mph zone, small development, will improve housing, won't spoil area. Proposal was proposed and seconded – A vote was taken – 3 votes supporting proposal, 4 votes against proposal, 1 abstention. Not carried.

Object to application.

##### B. Borough Council Decisions

19/01293/F - Badgers Cattery, Adj. Marsh Farm, Gooses Lane, Walpole St Andrew. Proposed canine hydrotherapy pool and building. Application permitted, 17<sup>th</sup> September 2019, Delegated Decision.

#### 185/19 Finance

1. To discuss the Walpole Football club grant application for mobile goals – Councillors agreed that the goals will be a community asset and ownership will be retained by the Parish Council. Cllr Bliss advised that the Football Club propose to store the equipment in their container. It was proposed and seconded to make the grant. A proforma invoice has been received for the proposed goals.
2. To accept the External Audit Report for the Annual Governance and Accountability Return – the External Audit Report for the Annual Governance and Accountability was accepted. Unanimously agreed.
3. To approve payments

		Ex VAT	Inc VAT
3.1 WPFRT	Hall Hire September	20.25	20.25
3.2 K&M Lighting	Streetlight maintenance sept	22.95	27.54
3.3 Minuteman	Crier printing	370.00	370.00
3.4 Norfolk CAB	Donation	50.00	50.00
3.5 PKF Littlejohn	Audit Fee AGAR	300.00	360.00
3.6 Parish Online	Geosphere Mapping	42.00	42.00
3.7 Schoolscapes	Play Equipment	1,300.00	8,760.00
3.8 Mark Harrod Ltd	Quick release goals	59.20	319.20
3.9 HMRC	PAYE	25.80	25.80
3.10 Mrs E Bateman	Salary and Clerical Expenses	257.83	257.83
3.11 EE	Phone	16.43	19.72
3.12 E.ON	Energy charge	60.02	63.02

It was agreed to make all payments

##### 4. To record receipts

4.1 Sylvester	Adverts	38.00	38.00
4.2 Various	Adverts	144.00	144.00
4.3 Various	Allotments	1,552.80	1,552.80
4.4 UKPN	Wayleave	32.97	32.97

Cllr Lawty left the room 20.04-20.06

#### 186/19 Play Park

1. New equipment update – the new piece of play equipment has been installed, there were some issues with the removal of old equipment and installation of new equipment but they were resolved. The two springers have not been moved as the position of the new equipment was adjusted. A grass base is acceptable for the fall height of the new equipment as an impact absorbing surface, however, the grass must be in place. There was discussion about rubber matting to protect the grass surface at the entry and exit points and this will be investigated.
2. Bark top up - the bark order has been put on hold for the time being as this was for the area under the new equipment.
3. Cllr Lawty queried the use of a corner of the car park, as representative of WPFRT, by the Play Equipment Contractors. Cllr B Matthews advised that this had been verbally agreed by the Chairman of the WPFRT and there is a charge of £20 per day. There was considerable discussion on this point.  
At this point, the Chairman invited a comment from a member of the public regarding the Community Centre car park that there doesn't seem to be much of a community spirit.
4. Fencing – Cllr L Matthews advised that there had been 6 responses, from the Crier advert, about fencing off the new play area - 4 were in favour and 2 were against, there had also been 15 comments on social media in favour and 1 comment about the gate.

Cllr Kirk left the meeting at 20.32.

There was further discussion about the provision of fencing and it was unanimously agreed to conduct a feasibility study and consult with the WPFRT.

5. Large slide – councillors discussed and this will be looked as a future project.
6. Toilet facilities – a resident asked (by email) about the outside toilet facilities at the Community Centre. This needs to be referred to the Community Centre.
7. Weeding in the fenced area of the Play Park – the weeds have been sprayed off and removed by Cllrs Bliss, Eveleigh and Smith but they will regrow. It was suggested finding a gardener to look after this area. Quote to be looked into. Cllr Bliss offered to speak to contractor about what is required.
8. A basketball hoop was discussed. It was noted this would need court/hard surfacing and a suitable location.

187/19 To receive any information from NCC Highways regarding

1. Barriers at Summer Close – a cost of £600 to install footway barriers at the Summer Close crossing with the entrance to the Community Centre carpark has been quoted by NCC. It was proposed and seconded to ask NCC to do this work. Unanimously agreed.
2. Part-time 20mph Project under the Parish Partnership Scheme – Westcotec will conduct a site visit to Summer Close, Kirtons Close and Springfield Rd. They have suggested it may be that the signage should go on Springfield Rd. Awaiting report of site visit.
3. Update from issues raised at the June meeting with the Highway Engineer – see 182/19.3.
4. To discuss issues relating to overgrown hedges abutting the highway – It was noted that hedges are overgrown in certain areas and that letters will be sent to the landowners at School Lane/Walnut Rd and Chalk Road. A letter has been received about trees at Pyecroft Lane, Cllr Lawty advised he will speak to the owners. West Drove North hedges near to junction with Police Rd/Walnut Rd and issues with the road generally will be referred to NCC.

188/19 Speed Watch request for consideration for provision of Village Gateways

It was noted that there are village name signs on some roads into the villages. Cllr Bliss will liaise with the Speedwatch Co-ordinator about where they think gateway should be sited.

189/19 To discuss any updates regarding smaller Allotments (Townsend Estate)

At the September meeting, it was suggested that a letter is sent to the Allotment Group advising that the Parish Council has exhausted all possibilities of finding land (Borough Council land at Townsend Estate, WPFRT vacant land and consulted with current farmed tenancy allotments holders), the Parish Council having no other available land at present. It was also suggested that the Allotment Group speak directly with KLWNBC regarding their requirements. Advice was sought from Norfolk Association of Local Councils on this matter and councillors unanimously agreed for a letter to be sent to that effect. Councillors also agreed for this item to come off the agenda.

190/19 To discuss maintenance and repairs at St Andrew's Churchyard and the approach road by alms-houses.

1. There is a Dole Charity meeting at the end of November. The Parish Council will wait to hear from them regarding the approach road.
2. Cllr Bliss advised that the sapling treatment is still ongoing in the Churchyard and the ancient walls need to be assessed.

191/19 Correspondence – to receive items for information

1. Resident Trees on Pyecroft Lane – see 187/19.4.
2. KLWNBC Emerging local plan - received
3. KLWNBC Precept setting – circular to gauge interest in a Precept setting seminar.
4. RAF Marham Community Event
5. Resident Road safety School Lane/Walnut Rd – see 187/19.4.
6. Alpaca Communications Enso Energy consultation re Solar Energy application – a request to engage with the Parish Council regarding an upcoming planning application. Councillors agreed to allow a 15 minute session at the start of the November meeting (10 mins presentation, 5 mins Q&A).
7. Parish Paths Seminar – Cllrs Bliss and Eveleigh will attend.
8. Keep Britain Tidy - reflective dog fouling notices
9. Norfolk ALC Bulletin

192/19 To receive councillor resignation

Cllr Les Street has tendered his resignation from the Parish Council with immediate effect. A Casual Vacancy will be advertised.

193/19 To receive items for the next agenda

Alpaca Communications/Enso Energy, Parish Council logo, Playpark, placement on the agenda for public participation, Clerk's post.

194/19 Date and Time of Next Meeting – Thursday 14<sup>th</sup> November 2019 at 7.00pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

Meeting closed at 21.21.