

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 12th September 2019 at 7.00pm.

Present Vice Chairman – Andy Bliss, Chairman - Richard Green (*arr. 19.32*)
Councillors – William Brooks, Adrian Eveleigh, Linda Matthews, Ben Matthews, Heather Smith
County Councillor – Sandra Squire
Borough Councillor – Cllr Julian Kirk
Clerk - Emma Bateman
Three Members of the Public

157/19 Apologies – to accept apologies and reasons for absence
Apologies were received and accepted from Cllrs Richard Blunt, Charlene Campion, David Lawty and Les Street.

158/19 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.

159/19 Declarations of Interest of any items on the agenda and to consider any requests for dispensations.
None received.

160/19 Public Participation
Parking at Townsend Estate – issues regarding parking obstructions should be reported to the Borough Council Parking Enforcement and/or the Police. Poor parking on the bend by Townsend Estate on Church Road is causing issues for delivery drivers, HGVs and normal vehicular traffic. A reminder on parking practices to go into The Crier.

161/19 Minutes – to approve the minutes of the Ordinary Parish Council Meeting held on Thursday 8th August 2019
The minutes of the Ordinary Parish Council Meeting held on Thursday 8th August 2019 having been previously circulated were proposed as a being a true record of the meeting, the proposal was seconded. Agreed.

162/19 Matters Arising – to record matters arising from the last meeting
None arising

163/19 To receive Councillors reports of villagers' concerns, highway issues and street lighting faults
1. Springfield Road – tree opposite lamp post 10B has been trimmed, 2. Wisbech Road – 30mph repeater sign has been installed near Beech House, 3. The Chase – shrubs and bushes are overgrown, 4. Chalk Road trod - shrubs and bushes are overgrown, 5. Cul-de-Sac, Chalk Road – has been resurfaced.

164/19 To receive a reports from:
1. County Councillor report – August and September are usually quiet due to holidays, highways is still an ongoing issue, new Area manager for West Area, previous manager has moved on to County Hall, forward plan for Fire Service is going out with no crew or fire engine reductions planned.
2. Borough Councillor report - August and September are usually quiet due to holidays, Heritage Open Day upcoming, cinema plan for Corn Exchange going ahead.
3. The Community Centre report – No report given.
4. Village Crier, Social Media & Website Editors reports – Crier deadline 19th September, website hits circulated.
5. To receive updates regarding footpaths and circular walks – Byways signs have been promised with no installation date yet, footpath sign at Eastcroft to be replaced, byway signs for FP1 & FP2, Follens to Eastlands Bank to be cut – not date given. Dog waste bin installed on Marsh Rd/Roman Bank.
6. To receive a report from the Community Fund Projects Working Group – two Christmas trees have been sourced at a cost of £100 each, it will be necessary to hire a small JCB to dig holes and purchase supports. Councillors unanimously agreed for the purchases and hire. Benches yet to be installed on playing field.

Cllr R Green arrived 19.32.

165/19 Planning

A. Applications for Consultation with Parish - None received

B. Borough Council Decisions

19/01162/F - Marsh Farm, Frenchs Road, WSA. General agricultural storage building. Application permitted, 5th September 2019, Delegated Decision.

19/01164/F - Wheatsheaf House, The Marsh, WSA. Alterations and Extensions to existing dwelling and addition of proposed garage. Application permitted, 28th August 2019, Delegated Decision.

166/19 Finance

1. Grant Application - An application for a grant for mobile football goals was received from Walpole Football Club. Councillors discussed and agreed for Cllr Bliss to ask for further information and discuss in full at the October meeting.
 2. Christmas gift for Crier Deliverers – Councillors discussed and it was proposed and seconded to give the deliverers a small token of appreciation. Agreed.
 3. Banking Mandate – it was agreed to add two further councillors to the Banking Mandate – Cllrs Bliss and B Matthews.
 4. to approve payments
- | | | <i>Ex VAT</i> | <i>VAT</i> | <i>Inc VAT</i> |
|--|---------------------------------------|---------------|------------|----------------|
| 4.1 K&M Lighting | Streetlight maintenance July & August | 22.95 | 4.59 | 27.54 |
| 4.2 CGM Ltd | Grass cutting 22nd July & 2nd August | 284.06 | 56.82 | 340.88 |
| 4.3 CGM Ltd | Weed control play park | 70.00 | 14.00 | 84.00 |
| 4.4 HMRC | PAYE | 39.00 | | 39.00 |
| 4.5 Mrs E Bateman | Salary and Clerical Expenses | 351.68 | | 351.68 |
| 4.6 EE | Phone | 16.43 | 3.29 | 19.72 |
| 4.7 E.ON | Energy charge | 62.02 | 3.10 | 65.12 |
| Councillor agreed all payments are approved. | | | | |
| | | 84.00 | | 84.00 |

167/19 To consider the draft Recording Policy for Parish Council meetings

Cllr B Matthews has reviewed the Recording Policy. There was discussion on how long to keep the recordings. It was proposed and seconded to keep recordings for a period of one year. Agreed.
It was proposed and seconded to adopt the Recording Policy. Agreed.

168/19 To review the General Data Protection Regulations – Policy, statement and audit

The documents had been circulated to councillors in advance of the meeting. It was proposed and seconded to accept the documents as reviewed. Agreed.

169/19 Play Park: to discuss

1. New equipment update – Cllr Matthews has been the lead on the new equipment project and advised that installation will be on 7th October.
2. Weed control – the weeds have been treated, Cllrs Bliss and Eveleigh will pull out the dead weeds. It was reported that the CGM operative was not polite to a dog walker.
3. Fencing around play equipment – there was discussion about fencing the older children’s area and having a gate between the two area for parents to easily get to children in either area. Article to go into the Crier asking residents for their views.
4. Grass cutting – Cllr Bliss is monitoring the situation and liaising with CGM about the cutting of the football pitch. The rest of the field appears to be acceptable except under trees etc. Need to consider if trees and shrubs need to be trimmed for access.
5. Dog fouling - Signage for dog fouling will be addressed

170/19 To receive any information from NCC Highways regarding

1. Projects under the Parish Partnership Scheme – nothing received.
2. Update from issues raised at the June meeting with the Highway Engineer – nothing received
3. To discuss issues relating to overgrown hedges abutting the highway – article to go into Crier. Particularly overgrown hedges on junction of Church Rd and Chalk Rd and at top end of West Drove north (Walnut Rd end).

171/19 To discuss any updates regarding smaller Allotments (Townsend Estate)

All the current tenants of Farm Business Tenancy and Agricultural Tenancy allotments have been consulted and none wish to give up any of their holdings.

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 has no other available land at present. It was also suggested that the Allotment Group speak directly with KLWNBC regarding their requirements. However, advice will be sought from Norfolk Association of Local Councils prior to any correspondence. Agreed.

172/19 Correspondence – to receive items for information

1. WSA Dole Charity - Alms house access road
2. Norfolk CAB - Donation request. Councillors agreed a £50 donation – next agenda.
3. Live.co.uk - Community, wellbeing, environment Parish Councils
4. NCC - Parish Roadside tree inspections
5. KLWNBC - CIL update
6. DNNG - Adult social care in Norfolk
7. Clerks & Councils Direct - newsletter

8. Speedwatch Group – skip lorries and HGVs in the villages and vehicles approaching the school have not been caught over the speed limit during speed watch patrols. Request that the Parish Council considers village gateways as most speeders are from outside the parish and these act as a visual reminder of entering the village and to reduce speed.
Next agenda.

173/19 To consider Clerk's post and proposed delegation to clerk as per the Planning Policy. Councillors discussed. Agreed.

174/19 To receive items for the next agenda

St Andrew's Churchyard – churchyard, walls and approach road.

Other items for inclusion noted in the minutes.

175/19 Date and Time of Next Meeting – Thursday 10th October 2019 at 7.00pm in the Community Centre, Summer Close, Walpole St Andrew, PE14 7JW.

Meeting closed at 8.59pm.