

WALPOLE ANNUAL PARISH **COUNCIL MEETING**

Minutes of the Annual Parish Council Meeting held at the Parish Hall, on the
11th of May 2022 from 7.05pm

Present :

Councillors – Richard Green (RG), Andy Bliss, (AB), Adrian Eveleigh (AE), William Brooks (WB), Heather Smith (HS), Richard Blunt (RB), David Lawty (DL), Charles Boston (CBN), Charlene Campion (CC) and Paul Blandford (PB)

CLlr Kirk (JK)

Clerk – Caroline Boyden (CB)

6 members of the Public

1. Election of Chairman – CBN was proposed by CC, seconded by AE and all in favour.
2. Election of Vice Chairman – AB was proposed by CC, seconded by DL and all in favour.
3. The clerk witnessed the signing of the Declaration of Office by the Chair and Vice Chair.
4. Welcome from Chairman to everyone. RG was thanked for all his hard work and support to the Parish Council as Chairman for the past eight years.

Public Participation – to allow public participation (3 minutes per speaker, up to a maximum of 15 minutes in total), on agenda items only:

The planning application for dormer windows on 114 Church Road was raised as considered to not be in keeping with the other houses and a privacy issue. This will be discussed further under item 11, planning.

The April Parish Council draft minutes are not on the website – clerk to chase.

5. Apologies - none
6. To remind all councillors of their duty to abide by the Code of Conduct.
The Chair reminded all councillors of their duty to abide by the Code of Conduct.
7. Declarations of Interest of any items on the agenda and to consider any requests for dispensations. None
8. Approval of the Parish Council Meeting held on the 6th of May 2021 were proposed by DL, seconded by AB and approved by all present at that meeting.
9. Matters Arising – to record matters arising from the last Annual Parish Council Meeting:
None.
Matters Arising from the April 22 meeting:
9.1 Neighbourhood Plan update – RB stressed the importance of this and funding is available. Parishioners must be involved in the Steering Group as it is not a Parish Council run project.

Clerk to present start up information at the next meeting.

9.2 St Andrews church wall – after discussions, it was proposed by RB, seconded CC to go ahead with the rebuild. Clerk to advise M Neal.

10. To receive reports:

- 10.1 Councillors' reports of villagers' concerns, highway issues, allotments, and street lighting.
Highways – some of the reported potholes have been marked up and it is hoped they are actioned asap. AB raised the condition of Gooses and Follens` Lane which have been reported but still require work. No issues to report on Street Lighting.
- 10.2 County and Borough Councillors reports
Cllr Kirk advised that there was the inauguration of the new Mayor tomorrow afternoon.
Cllr Blunt mentioned the change to the refuse collection service in some areas started this week.
- 10.3 Clerk Report:
a. Finalised the Annual Governance & Accountability Return reports for 21/22
b. The play area annual inspection will take place in June and check lists will be provided.
- 10.4 Community Centre update – as we have no representative on the committee, this to be removed from future agendas. Proposed CC, seconded AE and all in favour.
- 10.5 Village Crier – next issue ready for print.
The website reported 619 views in April - Home – 131, planning 118, minutes 103, parish council 60, agendas 40, news 26, and annual reports 34.
CC reported that the Facebook page now has 187 followers with 173 likes.
- 10.6 To receive updates regarding footpaths and circular walks – AE advised no response from David Mills at County and reporting details to be put on the website and in the Crier.
- 10.7 The Community Fund Projects Working Group – nothing has been raised but AB requested 10 minutes on this at the next meeting and he will send info request to the Clerk.
- 10.8 SAM 2- On West Drove North (out) for April. 85th percentile 44.8 with 15,424 vehicles. Maximum speed was 70mph at 17.10. Full details will be on the website.
- 10.9 Communications/Correspondence:
a. 11% increase on Insurance renewal approved, proposed DL, seconded CC and all in favour. Increase takes into account new play equipment.
b. It was reported that some of the branches have been cut down by the power box at the junction with Church/Walnut Roads.

11. Planning:

11.1 Applications:

22/00596/F – Loft conversion with dormer windows 114 Church Road – DL advised this did not actually require planning permission but we could comment that the other properties have Velux windows with their loft conversions plus overlooking into gardens.

21/01803/FM – Battery storage – appears to be a change in the foliage and as we supported this originally, no comments to be made.

22/00556/RM – Site frontage and plots 2,5,7,8,9,10 at land SE of Helian House, Walnut Road. Comment that we require a single entrance, dyke should not be filled in and soft landscaping.

22/00742/LDP – Lawful development certificate for siting of a mobile home – this is actually in Walpole Highway. Further information would be required.

The above were proposed CC, seconded AE and all in favour.

No Decisions

Appeals – 8 Holt Court – to be determined by the Householder Appeals Service.

12. Finance:

- 12.1 Approve payments and receipts for April 22. proposed PB, seconded HS and approved by all present.
- 12.2 Approve bank reconciliations and statements for April 22. proposed by AB, seconded by HS and approved by all present. Bank Reconciliation shows £66,226.40
- 12.3 Approval of payments for May (to date). Proposed DL, seconded CBN and approved by all present.
- 12.4 The clerk advised that we can now get interest on our instant access savings account and suggested we transfer £20k into this account from current account. This was accepted and approval proposed by ABN, seconded DL and all in favour.
- 12.5 The AGAR 21/22 was discussed including:
 - a. Accounting Statements
 - b. Annual Governance Statement
 - c. Variance Report
 - d. Internal Auditors report

Acceptance proposed by CBN, seconded AE and all in favour.

- 12.6 The 50:50 project for the second SAM unit was signed and clerk to advise County. AE to review any new locations.

13. To receive items for the next agenda:

- a. Neighbourhood Development Plan
- b. Community Fund projects - AB

14. Next Meeting will be on the 8th of June 2022 at the Parish Hall, from 7.00pm

Public Participation –

Crier is liked and a good communication tool. Enjoyed the meeting

Neighbourhood Development Plan – member of the public will pay for an information advertisement in the Crier.

Meeting ended at 20.36