

WEST WINCH PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON 15TH MAY 2014 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WEST WINCH

PRESENT: Cllr P Foster, , Cllr P Burt, Cllr Mrs M Summers, Cllr J Lockwood, Cllr J Lamb, Cllr B Thrower, Cllr D Burke, Mrs J Close (Clerk) and Borough Councillor Mrs Leamon. There were no members of the public present

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Mrs Kemp did not attend

Borough Councillor Mrs Leamon reported on her BC activities over the previous year including attending many BC meetings including Planning Committee and LDF Task Group. She attended the Incinerator Public Enquiry and the County Hall meeting when the Incinerator was dropped. Recycling (Brown) bins now have a waiting list.

Borough Councillor Foster reported on his BC activities over the past year and his forming of a new Independent Alliance Group, along with his involvement in the proposed purchase back of The Willows site in Saddlebow Road. He had recently been voted in as Vice Chair of Cabinet Scrutiny Committee.

PCSO Representative No-one was in attendance

2. PUBLIC PARTICIPATION

No members of the public were in attendance.

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Skerritt (holiday) and Cllr Dell (illness) No apology had been received from County Councillor Mrs Kemp or the Police

4. COUNCILLORS' DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Lockwood declared an interest in the Football item on the agenda and the book was duly signed.

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 17TH APRIL 2014

It was proposed by Cllr Burt and seconded by Cllr Mrs Summers that the minutes of the Meeting held on 17th April 2014 be signed as a true copy. This was agreed by all those who had been present and the minutes were duly signed.

6. TO REPORT MATTERS ARISING

a) Setchey Footpath/crossing The Clerk advised she had emailed the NCC but to date had not received a reply.

b) Co-option of 2 new councillors – The Clerk reported that Steve Watts had asked to be co-opted onto the Parish Council. It was proposed by Cllr Foster that Steve be co-opted onto the Parish Council and this was seconded by Cllr Lamb. Following a vote he was co-opted. It was reported by a councillor that Francis Mason will write to the Clerk and also request co-option. An Official Notice had been placed on notice boards as a result of the disqualification of a parish councillor. The BC would shortly be informing the PC whether there needed to be an election or if the PC would need to co-opt a new councillor.

c) Defibrillator – Cllr Lockwood reported he is still waiting for the FA. He proposed that we don't go ahead with this and Cllr Foster seconded this proposal. Cllr Thrower disagreed and said a defibrillator could save lives and it was easy to use a modern machine. It was proposed by Cllr Foster that we write to the Social Club and asked if their first aider could be trained to use this machine. In the meantime Cllr Thrower would speak to Ray Harling, St Johns to ask his advice.

Action: Clerk to contact Social Club. Cllr Thrower to contact Ray Harling

d) CCTV Cllr Skerritt was on holiday so there was no feedback from him. Cllr Foster pointed out that the PC had not yet agreed they would support CCTV. The Hall was not interested and the Social Club wanted facial recognition cameras.

Action: Deferred to the next meeting

e) Football Agreement, outstanding fees and summer tournament. The Clerk reported that the senior fees had been paid and the juniors outstanding fees would be paid shortly. It was agreed that if the junior fees are paid then their tournament can go ahead. If the fees are not paid then it cannot go ahead. The PC Chair reported back on the meeting held with the JFC earlier in the month and the Agreement which is being amended.

f) New roof for village hall – The Clerk reported she had not received any quotes from the Village Hall Committee. It was agreed to take this item off future agendas.

g) Natural Spring – The Clerk reported that the BC had said the spring water can be diverted into the dyke subject to consent from the owner of the dyke. She further reported that the BC wondered if the filling in of the pond with another natural spring in Rectory Lane may have caused the spring in the Meadow to increase output. Cllr Burt will quote for sorting

out this matter, with an additional price per hour for additional work e.g. chopping through trees and vegetation. This “additional” work will be subject to the Planning Field Committee’s agreement.

7. CORRESPONDENCE RECEIVED

Twenty items of correspondence had been received and details circulated before the meeting. The following items were discussed:

The Village Hall wish to erect a sign at the entrance to the car park. It was proposed by Cllr Foster that we ask for a mock up and size of the sign, including height from ground and proposed siting. There would be a need for the Hall to apply for planning permission if the PC agreed the mock up. This was seconded by Cllr Burke with all in favour.

Action: Clerk to email the Hall Committee.

War Memorial The Clerk reported that the Contract had been signed and she was now waiting for a BACS payment of the grant awarded.

Action: Clerk to speak to Cllr Skerritt upon his return and organise the works to the War Memorial once the grant is received.

RBL sponsored walk The Clerk read out an email from the RBL and asked if the RBL could use the car park and changing room toilets, subject to the changing rooms not being used by the footballers. This was agreed. It was pointed out that the Social Club may be open during the sponsored walk and they should also speak to them.

Action: Clerk to inform the RBL of this

Two late items of correspondence were read out. Firstly the NCC Rangers would be in the area shortly and had asked for a list of works requiring attention. Not-one had anything to add to the list the Clerk had created, namely:

- Vegetation on telegraph pole, 10 metres south of Village Store on A10 Western carriage way needs its annual cut back. Virginia creeper type growth.
- Footpath outside bungalows south of Village Store on A10 needs sweeping
- Verge between layby and A10 r/o Archdale Close/Chapel Lane needs cutting and strimming around trees

Action: Clerk to email list to NCC

The second item was from Gary Shipp asking if a BBQ could be sited outside the rear of the Hall one evening over the weekend. This was agreed subject to public liability insurance.

Action: Clerk to email Gary and inform him of this decision.

Cllr Mrs Summers asked if Mr Earl had replied to the PC letter regarding the Right of Way being blocked. No letter had been received. It was agreed that a recorded delivery letter be sent to Mr Earl.

Action: Clerk to write to Mr Earl and send letter recorded delivery.

8. CORRESPONDENCE SENT

All correspondence sent by letter/email/telephone was listed in the Agenda Notes for this meeting and no questions were raised by councillors.

9. ACCOUNTS & FINANCE

a) Balance of accounts as of 24th April 2014

| | |
|------------------------|-------------|
| Community Account | £ 42,929.92 |
| Business Saver Account | £ 30,109.38 |
| | £ 73,039.30 |

It was noted that £20,000 was transferred from Community Account into Business Saver Account on 28th April 2014 and was not shown in the Balance figures this month as the transfer took place after the bank statement was received.

a) To consider approval of payment of invoices at this meeting

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|--------|--|----------|
| 103022 | Mr J Pressling – Handyman services (4 weeks) May 2014 | £ 254.40 |
| 103023 | Mrs J Close – Clerk Salary May 14 (£99.40 deducted for HMRC) | £ 397.62 |
| 103024 | Mrs J Close – Clerk Expenses May 14 | £ 38.40 |
| DD | E-ON electricity for street lighting – DIRECT DEBIT | £ 67.31 |
| 103025 | Pearce & Kemp – Street Lighting contract (April) | £ 117.92 |
| 103026 | King’s Lynn Signs – Meadow sign and post O/N 14/21 | £ 118.45 |
| 103027 | Glasdon – one dog waste bin O/N 14/20 | £ 114.88 |
| 103028 | Glasdon – one dog waste bin O/N 14/20 | £ 114.88 |
| 103029 | CGM Landscapes – grass cuts 7 th & 22 nd April | £ 227.31 |
| 103030 | Hodson Stationery - Neighbourhood Plan | £ 214.15 |
| 103031 | Refined Line – Web hosting 2014/15 | £ 25.00 |

The Clerk reported that one late invoice had been received – Refined Line our website provider and this item is shown above. There was also a typing error in the second Glasdon invoice which should have read £114.88 and the HMR deduction was £99.40 and not £99 as per the agenda. It was proposed by Cllr Lamb that all the invoices be approved and this was seconded by Cllr Lockwood with all in favour.

b) To note monies received since last meeting

| | | |
|----------|--|------------------|
| 24/4/14 | HMRC – VAT refund for 2013/14 | £ 2060.16 |
| 29/4/14 | North Runcton PC – Inv 13/31 – printing for NP | £ 2.27 |
| 16/4/14 | NCC Recycling credits Dec 13 – Feb 14 | £ 475.03 |
| 06/5/14 | NCC Recycling credits Mar 14 | £ 129.48 |
| 15/05/14 | WBSFC – Inv 13/30 Pitch fees for 13/14 | £ 242.90 |

The monies received were noted along with a late receipt of £242.90 for the Senior Football Club pitch fees which is shown in the table above.

10. PLANNING CONSULTATION

a) New Planning Application Consultations received from Borough Council or County Council

12/01477/F Retention and completion of conversions of barns to form 3 dwellings at Ivy Farm, 150 Main Road, West Winch. This would be discussed by the Planning Committee after the meeting closed

14/00697/F First floor extension at Lilac Cottage, Rectory Lane, West Winch. This would also be discussed by the Planning Committee after the meeting closed.

b) Notice of Decision by Borough Council

None notified.

11. COMMITTEE CHAIR FEEDBACK

a) Planning Committee (including Neighbourhood Plan [NP]) – nothing to report

b) Finance Committee – Cllr Lamb reported the Clerk was doing an excellent job. The Committee needs to work with other parties i.e. Hall. He suggested a funding partnership with them and Cllr Burke will discuss with the Hall. The subject of a MUGA was raised at the Football meeting held with PC representatives. The Clerk reminded those present that she had been involved in the previous MUGA attempt where the Football Club had promised to fund raise but no funding had been forthcoming. It was agreed that the following be placed in the Parish Magazine. “West Winch Parish Council is willing to work with West Winch and Setchey village organisations to help obtain funding for village improvements and facilities.”

Action: Clerk to email Parish Magazine editor with this wording.

c) Playing Fields and Maintenance Committee – Cllr Burt reported that he spoke to a resident about the bus shelter cleaning. The resident had cleaned the shelter at Coolstak and has priced up the cleaning of them all for £100. All those present agreed this price was acceptable.

Action: Clerk to raise an Official Order for the work.

Cllr Burt reported that Rob Hilden had looked at the Meadow’s site and to clear up the rubbish would be about £1200. Cllr Mrs Summers reported that the Clerk had contacted Gemma Clarke at NCC who may be able to find some volunteers.

The Handyman door can be re-hung but the frame is rotten. A new one would be £70 to £90 with fitting up to £200. Those present agreed to authorise the Planning Fields Committee to spend up to £200 to fix this problem.

The Handyman has reported to the Clerk that holes had been dug around play equipment. Cllr Burt had inspected this and believes it was small animals and nothing to worry about.

d) Street Lighting Committee – Cllr Burke reported that a new LED lamp had been fitted to the column in the car park and Long Lane barrier light had been fitted with the old lamp. The circuit breaker needs resetting before this lighting will work again.

Action: Clerk/Cllr Burke to sort out circuit breaker..

e) Consultation Committee - No Chair but nothing to report

f) Health & Wellbeing Committee. – Cllr Burke reported that the Village Games are on 29th June. He asked for funding to buy Team West Winch T-Shirts which worked out about £6 each. He thought he would need about 50 shirts. He agreed to provide the figures for the next meeting. He further reported that a coaching psychology course was being held at Lynnsport.

12. MEMBERS’ MATTERS

Cllr Lockwood handed the Clerk a leaflet about Dance Identity who would be willing to dance at the Fun Day. This will be passed to the Committee when they next meeting.

13. DATE OF NEXT MEETING

The next PC meeting will be held on Thursday 19th June 2014 .

14. ITEMS FOR NEXT MEETING

Footpath/crossing at Setchey, Co-option of new councillors, purchase of defibrillator, CCTV, Hall 3 year maintenance contract, football agreements

15. CLOSE The meeting closed at 9.30pm

Signed _____

Date _____