

MINUTES OF THE ORDINARY MEETING HELD ON 17TH APRIL 2014 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WEST WINCH

PRESENT: Cllr P Foster, Cllr D Skeritt, Cllr P Burt, Cllr Mrs M Summers, Cllr J Lockwood, Cllr G Dell, Cllr J Lamb, Mrs J Close (Clerk), County Councillor Mrs A Kemp, Borough Councillor Mrs Leamon and 5 members of the public

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Mrs Kemp reported that the incinerator had been stopped by vote on 7th April. She had had to leave the Labour Group because of this. The NCC is going back to Committee system from Cabinet so this type of decision should not happen again. She is working with the hospital regarding 7 days cover for Social Workers. She spoke about Rural Growth and Jobs for Young People as well as Helping People Get to Work. She also reported that the mobile library had been cut by 50%. The Chairman congratulated her and others on the incinerator vote and following a question about incineration elsewhere she said she was wholly against incineration. The Chairman asked about the return to the Committee system and if this would give the Conservatives more power. She replied that there would be 4 Committees with 44 non-Conservative and 40 Conservatives. She thought the party whip system was totally wrong. Cllr Skeritt asked what steps the NCC were taking in reducing compensation re. the incinerator and she replied that they were starting at the beginning and the contractor was having to prove every expense claimed.

Borough Councillor Mrs Leamon reported that she had also attended the incinerator meeting. The LDF is still ongoing regarding future developments. There will be stalls in the Walks in May selling plants etc.

Borough Councillor Foster reported that the BC is looking to increase recycling and he is going to suggest the BC buy back the Saddlebow site for the recycling project in West Norfolk. He reported that Cllrs Burt, Foster and Mrs Leamon had met Henry Bellingham MP and he does not support the building of 6000 houses in West Winch/North Runcton, but is looking for a maximum of 20% increase in both parishes. The Chairman reported that the traffic problems that day had proved there was an immense traffic problem on the A10 and A47.

PCSO Representative No-one was in attendance

2. PUBLIC PARTICIPATION

No-one had anything to report

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies received from Cllr Thrower (another meeting) and Cllr Burke (holiday). No apology was received from Cllr C Clarkson or the Police

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

Cllr Skeritt declared an interest in 6k – Stephen Walker Cup as he had made a nomination. Cllr Lockwood declared an interest in 6i – Football Fees as he is part of that group.

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 20 MARCH 2014

It was proposed by Cllr Dell and seconded by Cllr Lockwood that the minutes of the Meeting held on 20th March 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) Co-option of 2 new councillors – The Clerk reported that no-one had come forward. – *to go on next agenda*

b) Defibrillator – Cllr Lockwood reported he is still waiting for the FA – *deferred to next meeting*

c) New roof for village hall – The Clerk reported she had not received any quotes from the Village Hall Committee - *to go on next agenda*

d) Hall 3 year car park maintenance contract – The Clerk reported she had received an email from the Hall Secretary saying they did not want to sign a contract as they still did not believe they should pay anything towards this maintenance and it should go on the parish precept. The Chairman advised those present that if no money was forthcoming and the car park fell into disrepair the PC would have no choice but to close that part of the car park.- *To be discussed in Closed Session (on May agenda)*

e) War Memorial – The Chairman reported that the requested grants had been awarded for both West Winch and North Runcton. Paperwork will follow.

f) Village Sign – still outstanding

g) Setchey Footpath – The Clerk reported that she had emailed the NCC regarding a crossing. No formal reply had been received – *to go on next agenda*

- h) CCTV – Cllr Skerritt reported that the Village Hall Committee are not interested and the Bowls Club only require one camera. The Social Club are not sure but he believes they require facial recognition. The PC needs to decide coverage required and then apply for a grant. The Chairman proposed we wait for the Social Club to reply.
- i) Football Fees, Agreement and Tournament. As the Football Club members had not realised they were able to speak in the Public Participation session earlier the Chairman allowed them to make representation at this point in the meeting. Gary Shipp explained the Clubs were unhappy with increased fees etc. A resident had been in the village a long time and sponsors the tournament. He said he was sad the PC sit round a table and can put fees up by 37%. The Clubs could not see why the increase had been justified. The PC Chairman moved the matter to Closed Session.
- j) Meadow – The Clerk reported that the Sign had been received and the Dog Waste Bins were on order. Regarding the Spring on the Meadow she would speak to the BC again to find out progress.
- k) The Stephen Walker Cup was moved to the Closed Session..

7. CORRESPONDENCE RECEIVED

Twenty-one items of correspondence had been received and a list circulated to councillors before the meeting. The Clerk reported that the Fun Day Committee needs a cheque raising for a deposit for the Bouncy Castle, Wall and Slid of £351.00.

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 31st March 2014

Community Account	£17,776.04
Business Saver Account	<u>£30,109.38</u>
	£47,869.42

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

103009	Mr J Pressling – Handyman services (4 weeks) April 2014	£ 254.40
103010	Mrs J Close – Clerk Salary April 14 (£99.00 deducted for HMRC)	£ 396.29
103011	Mrs J Close – Clerk Expenses April 14	£ 39.65
DD	E-ON electricity for street lighting – DIRECT DEBIT	£ 69.55
103012	Berryman – Bottle banks	£ 75.54
103013	Pearce & Kemp – Street Lighting contract (March)	£ 117.92
103014	Mole Control & Pest Services Ltd – moles removed from play area	£ 75.00
103015	Norfolk Assocn of Local Councils – annual subs 2014/15	£ 380.66
103016	CGM Landscapes – grass cutting 19/20 March	£ 56.57
103017	East of the Ouse, Polver & Nar IDB – NP Water Strategy (funded)	£3000.00
103018	Jo Raby – internal audit of 2013/14 accounts	£ 90.00
103019	Highline Adventure Ltd – deposit for Fun Day	£ 351.00
DD	Anglian Water Direct Debit 8/1/14 – 9/4/14	£ 421.66
103020	Stephenson Smart – payroll 13/14	£ 144.00
103021	BCKLWN – Dog Waste collection 13/14	£ 702.00

The Clerk reported that 3 late invoices had been received – Anglian Water, Stephenson Smart and BCKLWN. It was proposed by Cllr Skerritt that all the invoices be approved and this was seconded by Cllr Burt with all in favour.

c) To note monies received since last meeting

18/3/14	Old Yr-Social Club – Inv 13/27 – Water invoice Oct – Jan 14	£ 228.95
18/3/14	Old Yr-Social Club – Inv 13/25 – NCC Gritting Nov – Dec 13	£ 302.30
07/4/14	New Yr – BCKLWN – Parish Precept/Grant	£29,284.00

The monies received were noted.

d) To Discuss paying HMRC via the Payroll Team using a Direct Debit mandate

The Clerk reported that following a discuss with Stephenson Smart they had suggested a Direct Debit mandate be set up to pay HMRC monthly rather than having to send a

cheque quarterly. All councillors were in favour of this and the mandate was signed by the Chairman and Cllr Skerrett.

10. PLANNING CONSULTATION

- a) New Planning Application Consultations received from Borough Council or County Council
14/00428/F First floor extension and alterations to dwelling, 21 Gravelhill Lane, West Winch **PC SUPPORTS**
14/00212/O Use of parking area to provide 2no 3 bedroom dwellings, land west of 49 Coronation Avenue, West Winch **PC is awaiting amendments to this application due to a right of way to Coronation Field not been identified by the applicant before submission. The amended application is for one dwelling.**
14/00491/F Extensions and alterations, and construction of garage at Rose Farm Cottage, 26 Back Lane, West Winch
14/00480/F New garage and summerhouse to rear of 254 Main Road, West Winch
- b) Notice of Decision by Borough Council
14/00104/F Retention of storm water attenuation lagoon, land at Lynn Road, West Winch **PC SUPPORTED, BC PERMITTED**
14/00275/F Vary Cond 2 or consent 13/01650/F for conversion of barn adj 19 Silvertree Way, West Winch **PC SUPPORTED, BC PERMITTED**

11. COMMITTEE CHAIR FEEDBACK

- a) Planning Committee (including Neighbourhood Plan [NP]) – Cllr Mrs Summers reported that the North Runcton and West Winch Water Strategy had been received and she went through the Neighbourhood Plan Steering Group's Chair's own comments regarding this Strategy. She reported that the latest NP draft was with Planning Aid for their comments but some Policies needed amending. A meeting of the NP Steering Group is next Thursday starting at 7.30pm in the Village Meeting Place and she urged all on the Group to attend.
- b) Finance Committee – Cllr Lamb thanked Cllr Skerrett for his work with the CCTV, The Hall is looking for funds. The Committee needs to work with interested parties to put together a funding bid for a MUGA. It was felt that the PC needs to write to the BC quickly regarding WBC facilities for both West Winch and North Runcton as there is a need for Section 106 monies to enhance the play area and improve facilities and the car park, create a MUGA as additional residents will be using these facilities. There is also a need for CCTV for child protection in play area due to the expected increased use. The letter needs to explain that the PC is happy to work with the BC regarding this.

Action: Clerk/Chair to send letter to Planning Department at BC.

Cllr Lamb reported that the Clerk is doing an excellent job and that the accounts of the previous year have been successfully audited and will be reported to next month's meeting.

- c) Playing Fields and Maintenance Committee – Cllr Burt reported that he is not sure of amount of rubbish on the Meadow yet so is unable to order a skip. The Clerk had not heard back from Mr Earl regarding the right of way past his property to the Meadow. It was felt that 2 councillors needed to visit Mr Earl to discuss this face to face.
- d) Street Lighting Committee – Cllr Dell reported that the Contractor had repaired the street light in Ash Grove and the contractor on site said he did not have a list of PC owned lights. Cllr Dell had given him a copy which was not up-to-date. The street lights needed numbering and the contractor had given him some contact details of companies who will produce labels for the lighting columns.

Action: Cllr Dell to price up cost of labels for the lights.

- e) Consultation Committee - No Chair but nothing to report
f) Health & Wellbeing Committee. – Nothing to report

12. MEMBERS' MATTERS

It was reported that there are still cars for sale on the layby on the A10 at Archdale Close. The Clerk has reported this to NCC Highways.
Mill Lane bus stop need tidying around the shelter and this will be discussed under Closed Session.
It was reported that the NCC Highways have done a good job with road repairs in Long Lane.

13. DATE OF NEXT MEETING

The next PC meeting will be held on Thursday 15th May 2014 and will be the Annual Residents Meeting followed by the Annual Council Meeting and finally the Ordinary PC Meeting.

14. ITEMS FOR NEXT MEETING

Footpath/crossing at Setchey, Co-option of new councillors, purchase of defibrillator, CCTV, advert for Handyman (from Closed Session)

15. **CLOSE** The Chairman proposed that under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the remaining items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act. This was seconded by Cllr Dell with all in favour. The Chairman thanked the public for their attendance and the public meeting closed at 9.00pm.

Under the closed session items relating to Absenteeism, an Employee Contract, cleaning of bus shelters and the Football Club were discussed. Cllr Lockwood had declared an interest regarding the Football Club and left the meeting before this item was discussed.

The meeting closed at 10.00pm

Signed _____

Date _____