

MINUTES OF THE ORDINARY MEETING HELD ON 19TH JUNE 2014 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WEST WINCH

PRESENT: Cllr P Foster (arrived late due to BC meeting) Cllr P Burt, Cllr Mrs M Summers, Cllr J Lockwood, Cllr J Lamb, Cllr B Thrower, Cllr G Dell, Cllr D Skeritt, Mrs J Close (Clerk) Borough Councillor Mrs Leamon and County Councillor Miss A Kemp. There were 5 members of the public present

Cllr Mrs Summers opened the meeting due to the late arrival of Cllr Foster.

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp reported that she had met with County Hall staff last month to discuss ditches around the village which have to be maintained by residents. Works to maps held by the NCC are required and then the ditches can be adopted by the local authority. The NCC are looking for funding for this project. There is a mental health service available to all in the King's Lynn area and she is asking the Commissioning Group; to look at funding for this. She reported that the Hopkins Homes planning application had been called in the Secretary of State for Transport in March. Hardwick roundabout could not cope with additional vehicles and the application is not likely to be determined in the near future. North Lynn Enterprise Centre is applying for planning consent. Planning staff at NCC have asked the Government for planning permission to be granted for the Incinerator as there is still a need for this. She has written to the Government fighting this. Cllr Skeritt asked why councillors at NCC voted to stop the Incinerator yet staff are going against their wishes. CC Miss Kemp agreed and is pressing for the land to be sold to the Borough Council. She is also going to contact Eric Pickles and has raised a formal question with NCC.

Borough Councillor Mrs Leamon addressed the meeting and agreed with CC Miss Kemp regarding the Incinerator as planning permission could still be granted. She reported that it is Food Safety Week and displays will be in 3 supermarkets in the area. A Lottery grant of £3million has been received for King's Lynn Heritage work.

At this point in the proceedings Cllr Foster arrived and took over the Chair.

Borough Councillor Foster reported that he had attended a transport meeting along with other councillors and Neighbourhood Plan Steering Group members and was disappointed with the lack of knowledge of King's Lynn by NCC. Cllr Skeritt asked him what progress had been made on the Material Works project. Cllr Foster advised that a working group had been set up but hi-jacked by Cabinet. Money is still available.

Police/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 Burke (work commitment). No apology had been received from the Police/PCSO.

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

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

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 15TH MAY 2014

It was proposed by Cllr Thrower and seconded by Cllr Mrs Summers that the minutes of the Meeting held on 15th May 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) Defibrillator – Cllr Thrower reported feedback from St Johns. The machine would cost about £980. The downside if bought was where it would be positioned. The FA may be able to purchase one for £480 and Cllr Lockwood would investigate this. The Clerk reported that she had written to the Social Club to ask 1) if it could be positioned on their premises and 2) if their first aiders would be willing to be trained to use it but had not received a reply yet. Cllr Skeritt asked for this item to be deferred to the next meeting.

Action: Clerk to write again to the Social Club. To go on July agenda

- b) Stephen Walker Cup – Peter Frost explained that the Jubilee Day Celebrations had been chaired by David Skeritt and he also regularly puts correspondence into the Lynn News thus putting West Winch and Setchey onto the map. Geoff Nunn agreed with all Peter Frost had said and that was why they both had nominated him. Peter presented the Cup to David Skeritt.

c) Co-option of 2 new councillors – The Clerk reported that Steve Watts had still not signed the paperwork. She had received correspondence from Ray Shearn who was prepared to be co-opted onto the Parish Council. Cllr Foster proposed that Ray Shearn be co-opted onto the Parish Council and this was seconded by Cllr Skerritt with all in favour. Mr Shearn and the Clerk duly completed the Declaration of Acceptance of Office and Cllr Shearn took his place with the other councillors.

Action: Cllr Shearn to complete the other paperwork and bring it to the next PC meeting.

d) War Memorial – The Clerk reported that the Memorial was due to be cleaned the last week in June. Members would note that the invoice is on the agenda for payment. The reason is that it is a pro-forma invoice but the Clerk has explained to the contractor that the cheque will be handed over as soon as the work is completed, but not before.

e) Village Sign – Cllr Dell had received a telephone call from Mr Dodds. He had taken a week to rub down the sign and add 2 coats of paint and then 2 coats of varnish which will cost the PC £558.68. Cllr Skerritt supported this work and cost. The paint had lifted due to a bad winter. Cllr Dell reported that Mr Dodds had taken advice from a paint manufacturer for the original refurbishment. Since then Cllr Dell had taken further advice and said the sign was ready for collection. It was agreed that Cllr Dell collect the sign and it will be erected early the following week. The cost of refurbishment was deferred until the invoice was received.

Action: To go on July agenda

f) Setchey crossing. The Clerk reported that she had been in contact with NCC regarding a crossing and has been told it would cost £100K. The NCC had looked at the planting of hedges and will be writing to the Church to request they keep them cut back as they are borderline with the highway boundary. As the verge is narrow due to the planting NCC believe a kerb would have to be installed if a pathway was made and this would add a further £5500 to the bill. Cllr Lamb proposed that the PC did not go ahead with either crossing or footpath and this was seconded by Cllr Skerritt with all in favour.

Action: Clerk to write to Church and inform them of this

g) CCTV – Cllr Skerritt reported that the Social Club only want CCTV inside their premises and the PC would want external CCTV. The Hall do not want to be involved due to no funding. The Bowls club would want only one camera. He felt that the project was dead unless the PC got funding and ran it on behalf of the WBC. He felt it was not viable. Cllr Skerritt formally proposed that the CCTV project be dropped. The Chair said that if new housing did go ahead then they could possibly have S106 contributions to pay for this work but he currently agreed with the proposal and seconded it. Cllr Lamb said there was funding available but the different organisations had to work as a team. All were in favour of the project being dropped.

h) Football Agreement – The Clerk circulated copies but promised to email copies to all councillors as well. It was proposed by Cllr Burt that the item be deferred until the next meeting thus giving Cllr Foster time to obtain prices from the BC's Financial Officer to add to the document. This was seconded by Cllr Mrs Summers with all in favour.

Action: Clerk to circulate draft copies of document to all Cllrs and Cllr Foster to obtain prices from the BC regarding pitch fees. To go on July agenda.

i) The Meadow - Cllr Burt reported that drainage work had been ongoing since January. Contractors did some work and Cllr Burt finished it after a sewer pipe was discovered. The "spring" is actually an old drain believed to be from Coronation Avenue. He went down one metre before finding the old drain. Cllr Burt had provided an estimate of costs to finish the work himself and left the room whilst this was discussed. Cllr Lamb the Chair of Finance said the work needed doing and £500 was reasonable. It was proposed by Cllr Dell that Cllr Burt continue with this work and this was seconded by Cllr Lockwood with all in favour. Cllr Burt returned.

Action: Clerk to make an official order out to Cllr Burt regarding the completion of the drainage work at The Meadow.

Cllr Mrs Summers said the dyke was deep to allow drainage and that councillors should visit the site themselves to see what a wonderful area it was for wildlife.

j) Hall 3 year maintenance agreement – the Clerk reported that the Hall has consulted the Village Halls Association and believe that car park works should be included in the parish precept. The Chair explained that we assume an income of £1600 per annum from both the Social Club and the Hall. Flooding does occur outside the Hall. Cllr Skerritt suggested that as the Hall's AGM is next week there could be a new Committee who may have different ideas. This item moved onto discuss the bar at the Hall. Cllr Shearn said the Social Club Chair had hinted that the Social Club didn't make a profit on the Hall bar. The Chair said the Treasurer of the Social Club would not provide figures. The Chair also said the Cricket Lovers met one a year but the Hall had given the Badminton Club priority over this once a year event. He asked all councillors to try and attend the Hall AGM the following Tuesday at 7.30pm. Cllr Skerritt advised that he had written formally to the Hall Secretary to ask the Bar to be discussed at the AGM.

7. CORRESPONDENCE RECEIVED

‘Thirteen items of correspondence had been received and details circulated before the meeting. The Clerk reported that a consultation had been received from DHA Planning regarding Palm Paper and a proposed Development Consent Order for a Combined Cycle Gas Turbine. County Cllr Miss Kemp had emailed her a copy of her comments and the Clerk had used this as the foundation for a letter from the Parish Council. The Clerk read out the proposed 9 headings the letter used and everyone was happy for the letter to be sent. The Clerk thanked County Cllr Miss Kemp for her information.

Action: Clerk to send PC letter to DHA Planning before the deadline of 24th June 2014.

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 5th June 2014

Community Account	£ 22,340.72
Business Saver Account	<u>£ 50,109.38</u>
	£ 72,450.10

b) To consider approval of payment of invoices at this meeting (19th June)

103032	Mr J Pressling – Handyman services (5 weeks) June 2014	£ 318.00
103033	Mrs J Close – Clerk Salary June 14	£ 397.62
103034	Mrs J Close – Clerk Expenses June 14	£ 82.50
DD	HMRC April to June 14 payment DIRECT DEBIT	£ 198.40
DD	E-ON electricity for street lighting June – DIRECT DEBIT	£ 69.55
103035	Berryman – Bottle banks - May	£ 113.22
103036	Pearce & Kemp – Street Lighting contract - May	£ 117.92
103037	Pearce & Kemp – Replacement lamp and swap old lamp O/N 13/17	£ 870.38
103038	Alan Stewart – cleaning bus shelters O/N 14/22	£ 105.50
103039	W. Kent Memorials (March) cleaning of WW War Memorial	£ 300.00
103040	CGM Landscapes – grass cuts 8/12/15/21 May	£ 227.31
103041	Society of Local Council Clerks Membership renewal	£ 101.00
103042	Norfolk Playing Fields Association – 2014/15 membership	£ 25.00
103043	West Winch Church – hall hire for Transport meeting 17/6	£ 16.25
103044	Mr M Williams – works to Storage Room Door O/N 14/23	£ 185.00
103045	WB Social Club – Electricity car park Oct 13 – Mar 14	£ 274.24

It was noted that the last 2 items above were late invoices and that the West Winch Church invoice was for £16.25 as the meeting had lasted 2.5 hours and not the original 2 hours expected. It was proposed by Cllr Lockwood that the above invoices be paid and this was seconded by Cllr Burt with all in favour.

c) To note monies received since last meeting

20/5/14	Inv 13/30 Wm Burt SFC pitch hire – PIB 100276	£ 242.90
20/5/14	Inv 13/19 (part) Wm Burt JFC – pitch hire – PIB 100277	£ 71.40
22/5/14	NCF Grant towards cleaning WW War Memorial	£ 180.00

The monies received were noted.

10. PLANNING CONSULTATION

- a) 12/01477/F Retention and completion of conversions of barns to form 3 dwellings at Ivy Farm, 150 Main Road, West Winch **(PC Objected)**
- 14/00697/F First Floor extension at Lilac Cottage, Rectory Lane, West Winch **(PC Supported)**
- 14/00756/F Extensions and alterations at 59 Archdale Close, West Winch **(PC Supported)**
- a) Notice of Decision by Borough Council
- 14/00428/F First Floor extension/alterations at 21 Gravelhill Lane, West Winch **(PC Supported, BC Permitted with conditions)**
- 14/00480/F Garage and summerhouse in rear garden of 254 Main Road, West Winch **(PC Supported, BC Permitted with conditions)**
- 14/00491/F Extensions and alterations and construction of garage at Rose Farm Cottage, 26 Back Lane, West Winch **(PC Supported, BC Permitted)**

11. COMMITTEE CHAIR FEEDBACK

- a) Planning Committee (including Neighbourhood Plan [NP]) – Cllr Mrs Summers reported on the Transport meeting held with Ian Parkes from NCC. A traffic count had been carried out and those present at the meeting had told him about other traffic problems which he was unaware of. She explained the NP process to councillors and the need to notify parishioners of where they can view the NP. The Chair asked if parish councillors would be happy to deliver leaflets advertising this as well as those for the Fun Day leaflets. All were willing to get involved. Cllr Mrs Summers then showed councillors a concept map diagram prepared by Rick Morrish showing the NP area, including the proposed road. The Chair suggested that as the NP is so complex the parish councillors need to meet and be fully briefed so as to understand it fully, then when the parishioners look at the Plan at least the councillors will be able to help them understand it.
- b) Finance Committee – Cllr Lamb reported that grant money is available and that the Clerk was doing an excellent job with the finance.
- c) Playing Fields and Maintenance Committee – Cllr Burt reported that the field has been cut. One netball net needs replacing. Cllr Skeritt reported that he had riveted a rubber cap onto the top of a piece of play equipment. The missing no parking sign had been found and he had straightened it and refixed it. The dog waste bin on Gravelhill Road/A10 had been replaced with a new one. King's Lynn signs will invoice the Parish Council for the fixings. Cllr Shearn asked about the goal mouths and is it the Parish Council's job to tidy them up. The Chair explained that it had been agreed a few weeks previously that the football club would do the work and the Parish Council would pay for material.
The Clerk produced a draft advert for the Handyman post and this was handed around. She had created a job application form as well. Both documents were approved and the advert would be placed on both noticeboards and on the website. Cllr Skeritt asked about business car insurance and the Chair believed that the post holder would probably get this at no additional cost.
- d) Street Lighting Committee - It was reported that a street light outside 13 Orchard Grove is out.

Action: Clerk to inform contractor [who also repaired one in the car park and Long Lane barrier light during the same visit]

- e) Consultation Committee - The Chair noted that there was a vacancy for the Chair of the Consultation Committee. Cllr Shearn was asked if he would be willing to take on this role supported by Cllr Burke and Cllr Lamb. He agreed.

Action: Clerk to update Committee members list and circulate to all councillors.

- f) Health & Wellbeing Committee. The Chair reported that meetings are being held for the Fun Day and there will be 2 more meetings before the 24th August.

12. MEMBERS' MATTERS

Cllr Thrower reported that there are foreign crayfish in the River Nar which need catching.
Cllr Dell reported that there are still cars for sale in Chapel Lane layby [call ref 476787]. The verges in the village need cutting.
Cllr Skeritt reported that on the A10 outside Coolstak there is a broken gulley in the road edge.

Action: Clerk to report to NCC [call ref 476788]

Cllr Shearn reported that outside 5 Hall Lane a gas cover in the road had sunk.

Action: Clerk to report to NCC [call ref 476789]

Cllr Shearn reported that there was guttering missing to the Changing Rooms and also from the Hall. Cllr Skeritt reported that he had been given the piece from the Hall and handed it over to them.

Action: Cllr Burt to deal with the Changing Rooms guttering

Cllr Burt reported that outside 11 Watering Lane there was a sunken road drain. This was causing cars to swerve and as it was on the bend it was dangerous.

Action: Clerk to report to NCC [call ref 476791]

Cllr Mrs Summers reported that between the Chinese Restaurant and the Village Stores there were overhanging trees from Mrs Russell's land.

Action: Clerk to write to Mrs Russell and copy letter to NCC.

Cllr Lockwood reported that brambles in the alleyway between Hall Lane and Leete Way had been cut back and left in the car parking area by residents.

Cllr Shearn asked about Speed Watch as there were speeding cars down Hall Lane. The Clerk advised that after advertising this for many months there had only been one volunteer. Cllr Lamb advised that a minimum of 6 people needed to come forward to be trained.

13. DATE OF NEXT MEETING

The next PC meeting will be held on Thursday 17th July 2014 starting at 7.30pm.

14. ITEMS FOR NEXT MEETING

Defibrillator, co-option of new councillor(s), village sign, football agreement, Handyman job applications, Neighbourhood Plan

15. CLOSE The meeting closed at 9.24pm

Signed _____

Date _____