

MINUTES OF THE ORDINARY MEETING HELD ON 17TH SEPTEMBER 2015 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WEST WINCH

PRESENT: Cllr P Foster, Cllr Mrs M Summers, Cllr P Burt, Cllr J Lamb, Cllr D Burke, Cllr D Skerritt, Cllr S Watts, Mrs J Close (Clerk), Borough Councillors Gidney and Anot, County Councillor Miss Kemp. There were 4 members of the public present.

1. REPORTS FROM OUTSIDE REPRESENTATIVES

Police – No Police representative attended the meeting and no apology or written report received.

County Councillor Miss Kemp – Reported that she was launching a last minute attempt to stop the Gravel Hill Lane site being added back into the Local Plan following Cabinet supporting the site the previous week. The land is waterlogged and dykes are not maintained. She was totally against development there. On the 24th September the Borough Council's Full Council would make a decision on the site. There were overhead cables/pylons in the field which have links to cancer. She suggested as many residents as possible attend the meeting. There would be a waste amnesty on the 26/27 September at the Recycling Centre. NCC budget needed £169 million cuts. Residents needed to be aware of devolution powers with Suffolk.

Borough Councillor Anot – reported that the Gravel Hill Road site was back in the Plan. He and Borough Councillor Gidney had both spoken at the Cabinet meeting. It would go to Full Council the next week and if approved would go out for consultation again. He agreed he would speak and vote against the inclusion of this land at Full Council and explained to residents about the 5 year supply of land which the Borough Council needs to have.

2. PUBLIC PARTICIPATION

None

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Dell and Thrower.

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

Cllr Skerritt declared an interest in 6b on the agenda and signed the declarations book.

5. a) TO CONFIRM MINUTES OF THE MEETING HELD ON 16TH JULY 2015

It was proposed by Cllr Burke and seconded by Cllr Lamb that the minutes of the Meeting held 16th July 2015 be signed as a true copy. This was agreed by all those who had been present and the minutes were duly signed by the Chair.

b) TO CONFIRM MINUTES OF THE EXTRAORDINARY MEETING HELD ON 30TH JULY 2015

It was proposed by Cllr Mrs Summers and seconded by Cllr Burt that the minutes of the Extraordinary Meeting held 30th July 2015 be signed as a true copy. This was agreed by all those who had been present and the minutes were duly signed by the Chair.

6. TO REPORT MATTERS ARISING

a) Co-option of residents onto the Parish Council – The Clerk reported that no-one had come forward. Information is on the website and the noticeboards.

b) Councillor's Request for Dispensation – Cllr Skerritt had asked for dispensations under Section 33 of the Localism Act 2011 in relation to the William Burt Social Club and West Winch Bowls Club. He left the room whilst the matter was discussed. It was proposed by Cllr Mrs Summers that the dispensation be given and this was seconded by Cllr Burke with all in favour. Cllr Skerritt returned to the meeting.

c) Pensions – Cllr Lamb explained that by law the Parish Council had to nominate a pension provider and went through the main points from the Government website. He explained the 3 pension schemes and proposed that The People's Pension should be the one used by the Parish Council. This was seconded by Cllr Burke with all in favour.

Action: Clerk to email Payroll and ask them to set up the pension scheme.

7. CORRESPONDENCE RECEIVED

There had been 45 items of correspondence received since the last meeting. Three late items had also been received: The minimum wage was going up to £6.70 on 1st October so the Clerk would ensure wages reflected this. The NALC Autumn Conference was being held on 12th November, and the Clerk would attend a NALC café cluster at Dents in Hilgay on 30th September.

Item 13. During the Clerk's absence Cllr Mrs Summers had received a request to use the field on 20th August 2016 for a Charity Fun Day. She was concerned about it clashing with the

village Fun Day and had spoken to Steve Perrin who in turn was going to discuss with the organiser. This item was deferred until the next meeting so the Clerk to find out what is going on.

Action: Clerk to contact Steve Perrin and find out what has been discussed/agreed. To go on next agenda

Item 30 – The Winter gritting contract had been signed as this had to go back to NCC urgently. The Chairman had agreed this following written agreement from the Hall and Social Club who will pay their share of the invoices.

Item 38 – The Hall had asked all users for donations towards maintenance of the Hall. Cllr Lamb had been asked to attend a meeting of the Hall Committee on 22nd September but was unable to attend. Cllr Burke to attend in his absence. The Clerk asked Cllr Lamb if he could ring the Hall Secretary and offer some advice about applying for quotations. She understood the Secretary had tried to contact him twice. Cllr Foster suggested we ask for copies of quotations for the works proposed. Cllr Burke agreed to get the figures for the next parish council meeting.

Action: Cllr Burke to obtain quotations. Clerk to put on October agenda.

8. CORRESPONDENCE SENT

All correspondence sent by letter/email/telephone was listed in the Agenda Notes for the meeting.

9. ACCOUNTS & FINANCE

a) Balance of accounts as of 1st September 2015

Community Account	£ 50,339.86
Business Saver Account	<u>£ 29,588.15</u>
	£ 79,928.01

The balance was noted.

b) To Consider approval of payment of invoices at this meeting (17th September 2015)

103216	Mr J Pressling – Groundsman September 2015	£ 140.83
103217	Mr A Hara – Handyman September 15	£ 138.53
103218	Mrs J Close – Clerk Salary September 15	£ 454.68
103219	Mr A Hara – August expenses (travel)	£ 13.05
103220	Mrs J Close – Clerk Expenses September 15	£ 103.95
DD	HMRC – August deductions DD.	£ 148.40
DD	E-ON August Electricity DD	£ 96.00
	Berryman Bottle bank August	No inv
103221	Hodson Office – stationery	£ 191.77
103222	Mazars – external audit 14/15	£ 240.00
103223	CGM Landscapes – grass cutting July	£ 119.34
103224	Westcotec Ltd – SL Maintenance for August	£ 120.92
103225	BCKLWN – printing Gravel Hill Lane flyers	£ 28.05
103226	Dodd & Co – supply barrier gate O/N 15/48	£ 360.00

The Clerk advised there were 2 late invoices received:

103227	CGM Landscapes – grass cutting June & August	£ 238.68
103228	Mr A Hara – purchase cement for barrier gate	£ 60.41

It was proposed by Cllr Burt that the above invoices be paid and this was seconded by Cllr Skerritt with all in favour.

c) To note monies received since last meeting

17/7/15	Bowls Club Inv 15/09 – Ground Rent PIB 100302	£ 95.63
17/7/15	Bowls Club Inv 15/11 – Repairs to water leak PIB 100302	£ 16.40
03/8/15	Barclays – interest on Base Rate Reward account	£ 22.74
14/8/15	Towergate Underwriting – fire damage claim PIB 100303	£ 418.95
14/8/15	Recycling credits April – June 15	£ 202.15
25/8/15	Bowls Club Inv 15/16 – AW recharge PIB 100304	£ 56.33
25/8/15	Social Club Inv 15/15 – AW recharge BACS	£ 171.92
25/8/15	Social Club Inv 15/10 – Repairs to water leak BACS	£ 196.80
1/9/15	Barclays – interest on Base Rate Reward account	£ 19.99
1/9/15	Football Club Inv 15/14 – extra trade waste empties PIB 100305	£ 30.00
1/9/15	Hall Inv 15/17 – AW invoice PIB 100306	£ 213.95

Noted including the insurance payment regarding the dog bin and street light.

d) **To note invoice approved at the July extraordinary meeting**

103206	BCKLWN – NP printing costs	£ 77.20
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Noted

e) **To note invoices approved by the Finance Committee in August in the absence of a PC Meeting**

103207	Mr J Pressling – Groundsman August 2015	£ 140.83
103208	Mr A Hara – Handyman August 15	£ 138.73
103209	Mrs J Close – Clerk Salary August 15	£ 454.48
103210	Mr A Hara – July expenses (travel)	£ 8.10
103211	Mrs J Close – Clerk Expenses August 15	£ 109.46
DD	HMRC – July deductions DD.	£ 164.80
DD	E-ON July Electricity DD	£ 96.00
103212	Berryman Bottle bank July	£ 10.68
DD	Anglian Water 22/4/15 – 20/7/15	£ 472.26
103213	Westcotec – SL Maintenance July 15	£ 120.92
103214	BCKLWN – extra trade waste empties –fully recharged to JFC	£ 30.00
103215	Playsafety Limited – Annual inspection of skate park and children's play area	£ 163.20

Noted

10. **PLANNING CONSULTATION**

a) New Planning Application Consultations received from Borough Council

15/01176/F - First floor extension above existing single storey side extension, new porch and alteration to window openings at side and rear, 28 Back Lane, West Winch **PC no objections in principle but “indoor pool” on existing plan becomes “annex” on proposed plan. This change would need planning consent and a condition to ensure it remains part of main dwelling and could not be sold or occupied as separate unit of accommodation.**

15801300/F – Extension, 15 Orchard Grove, West Winch **PC no objections in principle but attention drawn to 3 particular points. 1. More trees present than shown on plan submitted 2. Extension at no. 14 not shown on plan. 3. Proposed extension very close to boundary, care needed to ensure rain water goods remain on 15 Orchard Grove's land.**

15/013561/F – Pair of semi-detached 2-storey dwellings on land at 70 Coronation Avenue, West Winch

b) Notice of Decision by Borough Council

15/00827/F – replacement dwelling, 145 Main Road, West Winch.

PC SUPPORTED, BC PERMITTED SUBJECT TO CONDITIONS INCLUDING 6 METRE GAP BEFORE GATES, TURNING AREA, ASBESTOS REMOVAL.

15/01044/F – Loft Conversion/Garage, 20 Back Lane West Winch

PC SUPPORTED, BC PERMITTED

15/00973/F – Car park extension, landscaping, canopy, Downham Gospel Hall Trust, West Winch.

PC SUPPORTED, BC PERMITTED SUBJECT TO CONDITIONS INCLUDING SURFACE WATER DETAILS TO BE SUBMITTED AND LIGHTING SCHEME TO BE IMPLEMENTED AS PER PLANS APPROVED

15/01019/F – Demolish Conservatory and erect 2 storey extension, 68 Back Lane, West Winch

PC SUPPORTED, BC PERMITTED

11. **COMMITTEE CHAIR REPORTS**

a)	Planning	Neighbourhood Plan. The NP consultation period had just ended. Responses had been received from residents and statutory consultees. The Group has to make changes to the document and then formally pass the document to the Borough Council. The Borough Council carry
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		<p>out a 6 week consultation period, then pass to the Planning Inspector with any comments received as a result of the consultation. It then goes to public referendum. The 2 Parish Councils will now need professional help and funding. They will ask Rachel Hogger if she can help with it but would need to ask the PC to fund the cost before funding is put in place. Cllr Mrs Summers proposed that the West Winch Parish Council agree to fund up to £2,500 towards the cost. Cllr Foster asked if North Runcton PC would match this. Cllr Mrs Summers then proposed that West Winch Parish Council agreed to fund the same amount that North Runcton PC volunteer up to £2,500. This was seconded by Cllr Burke with all in favour.</p> <p>Cllr Mrs Summers reported that some people still don't understand that it is the BC proposing development. The Parish Councils are not proposing any development but are just trying to manage what the BC are proposing. Gravel Hill Lane land will need to be consulted upon and discussed by the Planning Inspector if the Full Council put it back in the Local Plan. The BC want to put the land back in following huge representation from the land owner and are refusing to sign a planning performance agreement with the BC unless this land is reinstated. The BC have backed down, asking Cabinet to recommend to Full Council its inclusion again. The PC and residents leafleted residents who wrote to Cabinet members. The PC also wrote. Now it is going to full Council. The PC has sent the same letter to all Borough Councillors and hopefully residents will do the same. If the land goes back into the Plan it becomes a modification and will be put out to consultation possibly in December 2015. The Inspector will look at all modifications separately to the main Local Plan. The Inspector will then look at the consultations and determine if the land goes back in or not. We need people to go along to Full Council. Any questions need to be put in writing to the BC's Chief Executive by 18th September</p>
b)	Finance	Nothing to report
c)	Playing Fields	Cllr Burt reported the RoSPA report has been received and flagged up work completed by the Handyman. The grass is in good condition. The Handyman has started to cut the growth round the trees and installed the barrier gate. The bund will need reshaping. Cllr Burt will submit a written quote for this.
d)	Street Lighting	Cllr Burke reported that he and Cllr Dell have put numbers on the majority of street lights belonging to the parish council. There are problems with a few of the street lights in the car park.
e)	Consultation	Cllr Foster reported that there had been a licencing consultation but there were no comments to send back to the BC.
f)	Health & Wellbeing	<p>Cllr Burke reported that the table tennis club has started in the village. Alive leisure have lent the village a couple of tables. Cllr Foster has spoken to Mr Garrod regarding the Tennis Club accounts to see if there is money available to pay for 2 tables. The Clerk requested that any money received stay within the PC funds, thus enabling the PC to keep ownership of the tables.</p> <p>A dance club may be coming to the Hall but would need some funding for equipment e.g. music. Cllr Foster requested that this be put in writing to the PC.</p>

12. MEMBERS' MATTERS

It was reported that the problems encountered with the microphones was embarrassing. Cllr Skerrett will obtain an amplifier and speaker and Cllr Foster will find someone to help set it up if necessary.

It was reported that 3 quotations are being obtained for replacing the boiler in the Changing Rooms.

As August proved to be a busy month, and there was no PC meeting it was suggested a PC meeting should take place in future. Cllr Foster said that the individual committees should meet as and when necessary, with an emergency meeting being called if necessary.

It was reported that Speedwatch training is underway but due to cutbacks this may be stopped. Although Cllr Burke and a resident have volunteered to be trained, we need 4 more volunteers.

Action: Clerk to ask North Runcton PC if they would like to join in

It was reported that Paul Collins has paid for flyers in excess of the ones the PC paid for regarding the Gravel Hill Lane site. It was felt he should be reimbursed for his expenses. All

were in agreement [Paul spoke to Clerk after meeting and said there was no reimbursement due]

Regarding the Gravel Hill Lane site, it was suggested that we have placards outside the council offices on the evening of the Full Council. This would get the attention of Cllrs and Press. Cllrs Watts and Foster to lead on the protest.

It was reported that the area of grass outside the Bowls Club needs cutting again along with the Chapel Lane/layby area.

Action: Clerk to report to NCC (Ref Nos 525067 and 525069)

It was reported that the sewer problem continues at the William Burt Complex. The Clerk had booked a firm to carry out a CCTV examination of the sewer the following day. She is also waiting for Anglian Water to determine a date/time when they would send 2 managers on site to discuss the problem with her. The Clerk reminded councillors that until she had agreement in writing from the Hall and Social Club, stating that they would pay 1/3 each of the cost, then she could not recommend the PC go ahead with any repairs.

13. ITEMS FOR NEXT MEETING(S)

Councillors were asked to contact the Clerk with items for the next meeting in writing, at least 14 days in advance of the meeting date.

14. DATE OF NEXT MEETING – Thursday 15th October 2015 at 7.30pm

15. CLOSE OF OPEN MEETING - the meeting closed at 8.52pm.

Signed _____

Date _____