

MINUTES OF THE ORDINARY MEETING HELD ON 19TH NOVEMBER 2015 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WEST WINCH

PRESENT: Cllr P Foster, Cllr P Burt, Cllr G Dell, Cllr D Skerritt, Cllr J Lamb, Cllr S Watts, Mrs J Close (Clerk), County Councillor Miss Kemp. There was 1 member 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 the Gravel Hill Lane consultation was likely to be January. She had spoken regarding both Clenchwarton and the West Winch site and hopefully the Inspector understood her concerns. The Waste Advisory Group had met and discussed 140,000 tonnes of residual waste. Four contracts proposed. To be burnt outside the county. Some recycling centres will close. NCC cuts won't be announced until the government produce their figures. More to be invested into social care. A question was raised regarding Gravel Hill Lane and she explained process. Parish Councillors had put article into the December parish magazine due out shortly.

Borough Councillor Anota – had apologised to Clerk that he could not make the meeting. The Clerk read out his written report regarding Devolution and the Leete Way car park.

Borough Councillor Gidney – had apologised to the Clerk that he may be late as he had another meeting earlier in the evening.

2. PUBLIC PARTICIPATION

None

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Thrower, Cllr Mrs Summers, Mrs Leamon and both Borough Councillors

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

Cllrs Burt and Skerritt declared an interest in 9c (financial payments) on the agenda and signed the declarations book.

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 15TH OCTOBER 2015

It was proposed by Cllr Dell and seconded by Cllr Watts that the minutes of the Meeting held 15th October 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) Table Tennis funding – The Chairman reported that he was waiting for Mr Garrod to get back to him regarding the Tennis account. He will speak to him again.

c) Hall – lease agreement, proposed addendum. The Clerk read out a letter from the Village Hall Chairman who thanked the PC for their £3000 donation towards the repairs and maintenance of the Hall. In the letter they agreed to meet with representatives from the PC to discuss the "gentlemens agreement" and also to discuss funding. It was agreed that Cllrs Skerritt, Lamb and Watts meet with the Hall representatives. Cllr Lamb to arrange a meeting. The Chairman asked one of those attending to Chair the meeting and another to take minutes.

Action: Cllr Lamb to contact Ray Shearn and arrange date/time for everyone to meet.

d) Anglian Water. The Clerk reported that a letter of complaint re the sewer had been sent to AW and copies to the consumer council.

e) Handyman – The Chairman asked for this to be discussed in private session.

7. CORRESPONDENCE RECEIVED

There had been 14 items of correspondence received since the last meeting. Two volunteers from North Runcton had come forward regarding Speed Watch, along with Cllrs Burke and Dell and Mr Culley this only made 5 volunteers and we need 6 to run the course. If anyone would like to come forward they need to contact Cllr Lamb.

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 4th November 2015**

Community Account	£ 22,131.21
Business Saver Account	£ 50,382.63
	£ 72,513.84

These figures were noted. The first 2 debits below had been taken off the balance of accounts.

b) **To Consider the Finance Working Group approving December invoices in the absence of a PC meeting.** It was proposed by Cllr Lamb that the December invoices be approved by the Working Group and this was seconded by Cllr Skeritt with all in favour.

c) **To Consider approval of payment of invoices at this meeting**

103240	Mr D Skeritt – purchase speaker/repair microphone system	£ 174.46
103241	West Winch Village Hall – donation re repairs and maintenance	£ 3000.00
103242	Mr J Pressling – Groundsman November 2015	£ 145.17
103243	Mr A Hara – Handyman November 15	£ 138.73
103244	Mrs J Close – Clerk Salary November 15	£ 454.48
103245	Mr A Hara – October expenses (travel)	£ 9.90
103246	Mrs J Close – Clerk Expenses November 15	£ 45.71
DD	HMRC – October deductions DD.	£ 148.20
DD	E-ON November Electricity DD	£ 96.00
103247	Westcotec – Street light maintenance October 15	£ 120.92
103248	URM Bottle bank October	£ 8.28
103249	Royal British Legion – donation for Poppy Wreath	£ 35.00
103250	CGM Group – grass cutting September	£ 238.68
103251	CGM Group – grass cutting October	£ 119.34
103252	1-2 Call - sewer replacement	£ 1701.00
DD	Anglian Water – water/sewerage 21/7 – 29/10 2015	£ 522.63
103253	P Burt – works to bund	£ 120.00
103254	CPRE – annual membership to Dec 16	£ 36.00

The Clerk advised that the final item on the list had been received earlier that day. It was proposed by the Chairman that as the accounts for Messrs Skeritt and Burt had been agreed at an earlier meeting they could remain in the room but take no part in the debate/vote for their item. It was proposed by Cllr Lamb that all including Mr Skeritt's invoice be paid and this was seconded by Cllr Burt. All were in favour. It was proposed by Cllr Lamb that Mr Burt's invoice be paid and this was seconded by Cllr Dell with all in favour.

d) **To note monies received since last meeting**

2/11/15	Barclays – base rate reward account interest	£ 22.08
16/11/15	Village Hall – contribution to sewer pipe replacement	£ 472.50

This receipts were noted

e) **Parish Precept**

It was agreed that Cllr Lamb call a meeting of the Finance Working Group after Christmas to discuss the draft Precept once the Clerk had received details from the BC and updated expenditure.

10. **PLANNING CONSULTATION**

a) New Planning Application Consultations received from Borough Council

15/01328/F – wooden garage, Elyards Farm, 18 Back Lane, West Winch – **PC OBJECTED due to type/colour of wood not specified and no mention of drainage arrangements. Further information had been received which allowed the Planning Working Group to agree to the planning application**

15/01618/F – 2 storey outbuilding, Archdale Manor, 14 Back Lane, West Winch PC – **NO OBJECTION subject to a condition restricting the use of the building**

15/01397/O – detached bungalow and garage and shared access, 15 Westland Chase, West Winch **PC – SUPPORT subject to drainage condition.**

b) Notice of Decision by Borough Council

11. WORKING GROUP CHAIR REPORTS

a)	Planning	In the absence of Cllr Mrs Summers, the Clerk reported that the Steering Group had secured a grant to help them with the next stage of the Neighbourhood Plan.
b)	Finance	Nothing to report
c)	Playing Fields	Cllr Burt reported the field was OK.
d)	Street Lighting	Cllr Dell reported that there was a light out on the field and 2 out in Coronation Avenue.
e)	Consultation	Nothing to report
f)	Health & Wellbeing	Nothing to report

12. MEMBERS' MATTERS

A10 gullies are dangerous. NCC are aware.

Mr Keens can't do the cylinder replacement until 6th January. Cllr discussed this and were told that electrical remedial works needed doing at the same time. It was agreed to wait for Mr Keens.

Action: Clerk to agree to 6th January date

Beech Crescent sign needs replacing.

Action: Clerk to inform BC, but has asked Cllr Skeritt to send her a photo of said sign.

Drainage gullies need clearing when Handyman is back from holiday.

Action: Cllr Burt to speak to him.

Gravel Hill Lane - it was requested that the Chairman represent the PC at any public committee meeting.

The Chairman was concerned that photographs donated by villagers had been taken down from the Hall walls during maintenance and had not been re-hung.

Action: Clerk to contact Hall Chairman

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 21st January 2016 at 7.30pm

15. CLOSE OF OPEN MEETING - the meeting closed at 8.10pm.

16. CLOSED SESSION During this session the Handyman's current salary was discussed.

Signed _____

Date _____