

MINUTES OF THE ORDINARY MEETING HELD ON 15th SEPTEMBER 2016 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

PRESENT: Cllr Foster (Chairman), Cllr B Thrower, Cllr D Skerritt, Cllr Mrs Summers, Cllr Lamb, County Councillor Miss A Kemp, Borough Councillors Anota and Gidney. There were no members of the public present.
Due to Mrs J Close (Clerk) being on sick leave, Mrs June Leamon stood in as Temporary Acting Clerk.

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp – Has continued her objection to the Gravel Hill Lane site inclusion for development. She said there should be a Hearing in public to give West Winch a chance to speak up. She attended the CIL Hearing about a week ago at South Lynn and thought the Inspector went to great pains to be independent. Cllr Kemp said CIL is required for infrastructure, such as a surgery etc and Gravel Hill site should not be developed before the relief road is built. She is to discuss with the Borough Council. The Borough Council has not factored in a roundabout. They state it is not economic to put CIL on the site. Cllr Kemp does not agree that there should be no CIL on the development but the Inspector will make his decision.

Diabetic screening – Cllr Kemp said that people with physical disabilities are missing out on diabetic screening at St James' Hospital Clinic. NHS England commissioned the service but wheelchairs cannot be pushed under the screening equipment table. There are no home visits if people are considered mobile. She will follow up. Cllr Skerritt queried whether this retinal check was a new thing. Cllr Kemp said it was not.

Setchey – Cllr Kemp said St Germans Road is sinking and there is also fly-tipping. Cllr Thrower confirmed that the trod path had been done but the laurels were still a problem blocking the view when trying to access the busy A10.

NCC Asset Plan – Cllr Kemp said that County had written it incorrectly and the Finance Officer is to send her a draft revised copy.

Recycling Centre - Cllr Foster queried the system of residents having to sort their own box of recycling when visiting the Centre. Cllr Kemp is to write for explanation.

Borough Councillor Gidney – Reported on CIL – Cllr Gidney and Anota had a meeting with the Borough Council Leader and Chief Executive and feel they have achieved some consideration for West Winch. There is to be a Function Group for projects to decide on applications for CIL funding available from other development and West Winch can apply. Cllr Gidney and Anota will be able to attend the meetings. Cllr Summers questioned the timing and what would happen if other houses were built before West Winch.

Borough Councillor Anota – Said there would be a pot of money from other developments and if North Runcton and West Winch need money for projects, they will be considered by the Function Group Committee. Cllr Foster asked if this could be put in writing by the Borough Council Leader. Cllrs Gidney and Anota agreed to follow this up. Cllr Anota feels the Parishes have been let down as a community. No-one knows how the future economy is going.

Cllr Foster said there would be a catastrophic effect. The A149 had problems today being blocked due to an accident. Building this amount of houses will gridlock King's Lynn, the whole of the Borough will be affected with tailbacks. How can the Borough Council Leader sell King's Lynn to companies and new business when trying to get business rates. Employment will be a big problem. People will not work here but buy houses to commute elsewhere. Cllr Summers said that the Borough Council issued a Tender for a person to write an Infrastructure Delivery Plan and could not succeed in sourcing a qualified person. A Consultant is to be sourced by Hopkins Homes and Northern Trust to produce a Sustainable Transport Plan. She asked the Borough Councillors for an update.

Borough Councillor Gidney – Said the NORA Project had been ongoing since 1996 - 20years. Cllr Foster said the apartments were originally to be marketed as Executive apartments overlooking the river.

2. PUBLIC PARTICIPATION

There were no members of the public present.

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Burt, Burke, Dell, Watts and Mrs Green. Mrs Judy Close (Clerk) on sickness absence leave.

It was proposed by Cllr Skerritt, Seconded by Cllr Lamb, agreed by all to accept Mrs June Leamon as Temporary Acting Clerk during the absence of Mrs Close. Cllr Foster declared a Personal Interest.

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

Personal Interest - Cllr Foster declared that Mrs June Leamon, Temporary Acting Clerk, is a personal colleague who he has previously worked with as a Parish Councillor/Chairman and Member of the Borough Council.

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 21ST JULY 2016

It was proposed by Cllr Thrower and seconded by Cllr Skerritt that the minutes of the Meeting held 21st July 2016 be signed as a true copy. This was proposed by Cllr Summers and seconded by Cllr Skerritt with all in favour. This was agreed by all those who had been present and the minutes were duly signed by the Vice Chair.

6. TO REPORT MATTERS ARISING

- a) Co-option of residents onto the Parish Council – The Clerk reported that there were no applications.
- b) Table Tennis - Cllr Burke was to report - not present at meeting.

Action: Carried forward to next meeting.

- c) Kick board – Cllr Skerritt had received an Estimate and is to look into the cost being shared with the Village Hall Committee (moved to Closed Session).

Action: Cllr Skerritt to report to next meeting.

- d) Recycling Credit Scheme – new claim form noted.
- e) Grass mowing quotation (moved to Closed Session)
- f) Handyman – tools and equipment – Cllr Skerritt (moved to Closed Session)
- g) Cllr Summers – 53B Coronation Avenue. At the previous meeting, a resident had said that bushes are growing through the fence from the Parish field and a sycamore tree is overhanging the garden which has ruined the lawn. Freebridge Community Housing has said it is not their responsibility. Councillors had not yet been free to visit the site.

Action: Councillors to visit the site and report to next meeting.

7. CORRESPONDENCE RECEIVED

Thirty items of correspondence were listed on the agenda and the following items were discussed:

Item 16 - Recycling Credit Scheme – It was noted that a new form is to be used or credit will not be issued.

Item 13 – William Burt Car Park Entrance, mowing Quotation. This item was moved to the Closed Session.

Item 8 – Borough Council charges for printing planning applications. This item was moved to Planning Item 11a.

Item 9 - Playsafety Limited - Annual play equipment inspection and risk assessment took place on 26th August 2016. Report issued to Parish Council for action where necessary.

Action: Cllr Skerritt was passed the Report, is to check the recommended actions with other Councillors and report back to next meeting.

Item 12 – National Grid requested confirmation of land ownership.

This was moved to Planning Item 11d

Item 15 – Borough Council Local Plan Review 2016-2036. West Winch facilities survey.

This was moved to Planning Item 11e.

8. CORRESPONDENCE SENT

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

9. ACCOUNTS & FINANCE

a) Balance of accounts as at 11th August 2016

Community Account	£38,264.06
Business Saver Account	<u>£50,571.38</u>
	£88,835.44

The balance was noted

b) Financial Projections

The Parish Accounts are in order and the projected figures are to be reported next month

c) To Consider Payment of invoices at this meeting

103350	Mr J Pressling – Groundsman September 2016	£ 153.80
103351	Mr A Hara – Handyman September 2016	£ 174.45
103352	Mrs J Close – Clerk Salary September 2016	£ 474.37

103353	Mrs J Close – Clerk Expenses	£ 24.00
DD	HMRC – August deductions DD.	£ 147.00
DD	E-ON September Electricity DD	£ 96.00
103354	Westcotec – Street light maintenance August 16	£ 120.92
103355	William Burt Social Club car park electricity 1/10/14 – 1/2/15	£ 172.31
103356	William Burt Social Club car park electricity 2/2/15 – 1/5/15	£ 120.97
103357	William Burt Social Club car park electricity 2/5/15 – 1/8/15	£ 116.27
103358	William Burt Social Club car park electricity 2/8/15 – 1/11/15	£ 115.20
103359	William Burt Social Club car park electricity 2/11/15 – 29/4/16	£ 287.22
103360	William Burt Social Club car park electricity 30/4/16 – 1/8/16	£ 97.81
103361	CGM grass cutting July/Aug	£ 238.68
103362	Playsafety playground/skate park inspection	£ 349.80
103363	Kenneth Bush – Hall land registry	£ 840.60

Payments proposed by Cllr Lamb, this was seconded by Cllr Skerritt and all in favour.

d) To note monies received since last meeting

4/8/16	Bowls Club Inv 16/14 – Ground Rent PIB 100321	£ 95.63
1/8/16	Interest deposit account	£ 21.47
2/8/16	Social Club Inv 16/16 AW BACS	£ 110.93
9/8/16	Social Club Inv 16/13 Ground Rent BACS	£2,913.20
19/8/16	Bowls Club Inv 16/15 – AW PIB 100322	£ 208.70
24/8/16	Hall Inv 16/17 – AW PIB 100323	£ 71.45
08/09/16	Junior Football Club (Mr G Shipp) 2015/16 – 112 matches x £9.00 – remaining balance	£ 549.00

The income was noted.

e) To note payments agreed by the Finance Working Group during August.

103342	Mr J Pressling – Groundsman August 2016	£ 153.80
103343	Mr A Hara – Handyman August 2016	£ 174.65
103344	Mrs J Close – Clerk Salary August 2016	£ 474.37
103345	Mr A Hara – expenses (travel)	£ 1.35
103346	Mrs J Close – Clerk Expenses	£ 83.43
DD	HMRC – July deductions DD.	£ 147.20
DD	E-ON August Electricity DD	£ 96.00
103347	Westcotec – Street light maintenance July 16	£ 120.92
DD	Anglian Water	£ 413.82
103348	CGM – grass cuts July 1 st and 14 th	£ 178.74
103349	Mazars – external audit 15/16	£ 240.00

August 2016 payments were agreed and noted.

f) External Auditors Completion of Audit – Year Ended 31st March 2016

To note that the receipt of the External Auditors completion of the Parish Council's Accounts for the year ended 31st March 2016 was signed by the Auditors on 4th August 2016. There were no issues. The Clerk has placed the notice on the two Parish notice boards.

10. PLANNING CONSULTATION

- a) New Planning Application Consultations received from Borough Council/NCC
13/01615/OM – Outline 1110 units etc at Constitution Hill, North Runcton. (NR Parish)
Amended details. – **Extension of time for comments**
16/01337/F – garage extn/conversion to ancillary annexe at The Coach House, Rectory Lane, West Winch **Awaiting BC Decision**
16/01350/F – single storey flat roof extension, Meadow Farm, 42 Hall Lane, West Winch **PC Supports**
16/01435/F – Construction of proposed annexe (re-submission) at 24 Chapel Lane, West Winch **PC Supported**
16/01349/RM – Reserved matters. Construction of dwelling and garage, land west of 24A Back Lane, West Winch **PC Supported**
16/01252/F – Retention of 1.8m high fence and erection of gates to entrance at 17 Hall Lane, West Winch **PC Objects. Awaiting BC Decision**

16/01580/F – Proposed day room extension to west elevation, internal alterations and proposed garage to east elevation at Glyn Neath, 20 Back Lane, West Winch **PC**

Supports. Awaiting BC Decision

16/01619/F – Freestanding ancillary domestic outbuilding to include cinema and games room at ground floor with home office, hobbies and storage room above at Archdale Manor, 14 Back Lane, West Winch **PC No Comments. Awaiting BC Decision**

16/01458/F – Detached dwelling and associated landscape works - 9 Orchard Grove, West Winch **PC Objects** – will lose open aspect to existing property, difficult access, not in keeping with neighbouring properties **Awaiting BC Decision**

b) Notices of Planning Decisions by Borough Council/NCC

16/00291/F - Conversion of swimming pool annexe to residential annexe at 28 Back Lane, West Winch **PC raised questions re holiday use/bathrooms/parking etc. BC Permitted**

16/00961/F – extension, 33 Gravelhill Lane, West Winch **PC Supported. BC Permitted**

16/01069/F – extension, 5 Dohamero Lane, West Winch **PC Supported. BC Permitted**

15/01053/FM – The Winch, 70 Main Road, West Winch – 17 no dwellings and creation of new access and adopted road and reconfiguration of public house grounds **PC Objects BC Permitted**

11. PLANNING – OTHER ITEMS/ISSUES INCLUDING NEIGHBOURHOOD PLAN

- a) Planning Printing Charges - Future charges notified by Borough Council for printed copies of Planning Applications. The free copies will cease on 1st January 2017 after which they will charge Parish Councils 'in the region of' A4 – 7p per sheet, A3 – 18p per sheet, A2 - £5.00 per copy, A1 - £8.00 per copy, A0 - £12 per copy.

The PC can remain on paper until 1st January 2017 but will then be charged. Only 2 Parish Councils have remained on paper until that date.

A discussion took place regarding downloading of plans especially large complex plans.

Electronic viewing of planning applications is very difficult on small equipment.

Action: It was agreed for the Clerk to obtain more information on any grants available for Parish Councils to buy suitable equipment for electronic viewing.

- b) Examination of the SADMP – Report from Inspector David Higgins

The Report proposed the adoption of the Site Allocations and Development Management Policies Plan with the Main Modifications outlined by the Inspector was presented to the Borough Council Cabinet Meeting on 7 September 2016. The meeting of the Borough Council on 29 September 2016 will be asked to formally adopt the Plan. The Main Modifications will include the Gravel Hill site, West Winch. This has been spoken about by the County Councillor and Borough Councillors this evening.

Action: Awaiting outcome of Borough Council meeting 29 September 2016.

- c) BCKLWN Draft Community Infrastructure Levy (CIL) Schedule Hearing

10am on 6 September 2016 at South Lynn Community Centre

The Chairman of North Runcton Parish Council, Cllr Richard Morrish, spoke at the Hearing on behalf of both Parishes. The Parishes had raised objections to the fact that CIL payments would be excluded from the huge developments planned for West Winch and North Runcton. Monies to be received from Developers will be S106 payments.

Parishes have more control over CIL payments and would receive a percentage of the funding direct. The Parishes have done all they can. West Winch Parish Council has thanked Cllr Morrish for his efforts at the Hearing.

Action: Awaiting Hearing Decision.

- d) National Grid – Has requested confirmation of land ownership.

Action: Clerk to check and confirm land ownership.

- e) The BCKL&WN has requested West Winch Parish Council to complete a current facilities survey form. This is for the Borough Council 2016-2030 Hierarchy Review.

Action: Clerk to check and complete form.

12. WORKING GROUP CHAIR REPORTS

a)	Planning	Neighbourhood Plan – The Borough Council was asked to look at the NP informally. Any comments would be passed to the Inspector. The NP was given to the Planning Officer before she went on Maternity Leave on 17 th August. She then passed it to the Planning Director/Planning Department for comments but, when Cllr Summers checked, they had not had time to look at it.
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		<p>There had been a meeting held with Alan Gomm (BC), ZAL and Northern Trust and Cllr Morrish and Cllr Summers present. ZAL, despite telling the Inspector the development would be starting at Constitution Hill, said they would be doing West Winch Centre first and submitting a planning application. A Consultant would be employed by the Developers to produce the Transport Plan. West Winch Parish Council suggested it should be strategic. There was a suggestion for the Parish Council to produce a 'shopping list' and put in their NP.</p> <p>Cllr Foster asked when this is required and at what point. He said there is no overall infrastructure plan.</p> <p>There are notifications of Borough Council Planning Workshops for Councillors – details circulated.</p> <p>A talk on the importance of trees in the built environment – details circulated.</p> <p>An e-mail was received suggesting a Railway Station for West Winch.</p>
b)	Finance	None
c)	Playing Fields	Cllr Skerritt advised there had been a spate of broken windows at the Village Hall.
d)	Street Lighting	None
e)	Consultation	None
f)	Health & Wellbeing	None

12. MEMBERS' MATTERS

Laurel hedging on the A10 at Setchey is still waiting maintenance. The trod path has been done. Visibility is very poor although the grass has been cut back. An advertising sign is in front of the flashing speed sign.

Part of The Pound wall is now on the verge of the house opposite.

Action: Awaiting reply from Steve Nichols advising if there is a date for repair.

Wagons were parking up outside the Esso Garage on the A10.

Action: Awaiting reply from NCC regarding this and if yellow lines would be possible. (To copy in Clerk to North Runcton PC).

Cllr Skerritt asked if he was to purchase the oak tree for the Village, agreed for the commemoration of Queen Elizabeth II 90th birthday. It could be planted late October.

Action: It was agreed to make it a public occasion and also for Cllr Skerritt to purchase the oak tree and a plaque to be placed near the tree. Also agreed to invite Mr Philip Ward (Resident) to plant the tree.

Cllr Thrower said he attended the IDB Training before attending the Parish Council meeting this evening. The training was very brief. There was concern about drainage in the area. He should receive some Minutes of the training meeting.

13. ITEMS FOR NEXT MEETING

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 20th October 2016 at 7.30pm. Apologies were received from Cllr Skerritt for the October meeting.

15. **CLOSE OF OPEN MEETING** - the meeting closed at 9pm. A CLOSED SESSION followed to discuss Kick Board quotation, Grass Cutting quotation and Handyman's tools and equipment.

Signed _____

Date _____