

MINUTES OF THE ORDINARY MEETING HELD ON 21ST JULY 2016 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

PRESENT: Cllr B Thrower, Cllr D Skerritt, Cllr Mrs Summers, Cllr Dell, Mrs J Close (Clerk), County Councillor Miss A Kemp, Borough Councillors Anotá and Gidney. There were three members of the public present.

In the absence of the Parish Chairman, Vice Chairman Cllr Mrs Summers chaired the meeting.

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp – Had objected to the Gravelhill Lane amendments and contacted the Leader of the Council. Incinerator - There is a NCC full council motion to see report so that the mistakes don't happen again. She has asked for changes to the Waste Allocation Plan to not show Saddlebow site as such. Policy and Resources Committee still had an Assets Plan showing there was an incinerator site at Saddlebow. This has now been amended and an apology received. Fly tipping is an increasing issue. Norfolk Care Homes – no proper organisation monitoring nutrition. She has asked for this to be looked into. BT Open reach – she has written to them regarding broadband issues following article in the parish magazine. BT Open reach are now dealing with it. Devolution - £130K was spent on glossy leaflet sent to all households. She felt this extra tier was a total waste of money. Following a question raised regarding alternatives to the incinerator she replied that they are encouraging food waste separation for composting and she is ensuring all households have food caddies. There are consultants in place to look at an anaerobic digester.

Borough Councillor Anotá – reported that the BC had overcharged the village regarding special expenses. £205.76 and £836.72. He has asked officers to look at all parishes. The refund will be in next financial year's council tax invoices. Leete Way car park – he had contacted the BC again. It was re-inspected and not bad enough to enforce. The BC is getting land registry details for the Clerk regarding this particular piece of land. The PC will need to write to him. The Borough Councillors have spoken to Mrs Sulman regarding this.

Borough Councillor Gidney – Devolution leaflet issued – please have your say. He has visited the King's Lynn Innovation Centre. 25 suites for start-up businesses. R & D Panel is setting up a task groups regarding the 5 year housing plan. Abandoned car – this is on privately owned land at Leete Way. Recycling – packaging needs to be universal so much easier to recycle. Following a question raised regarding the Recycling Centre in King's Lynn refusing to accept 2 small doors during a visit, it was suggested that it costs a fortune with fly tipping and it will get worse with this type of attitude at recycling centres. County Councillor Kemp will take this concern back to NCC.

A comment was made that caravan hard standings near The Winch are causing concern with parish councillors receiving complaints. This site had been in operation for at least 10 years and following a Lawful Use application the BC had no choice but to grant continuing consent. The PC was not consulted as it was a legal matter.

2. PUBLIC PARTICIPATION

53B Coronation Avenue. The resident 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.

Action: Two councillors to visit site and ascertain if tree is covered by a TPO or not. Works may be required by tree surgeon.

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Burt, Lamb and Foster.

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

None

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 16TH JUNE 2016

It was proposed by Cllr Thrower and seconded by Cllr Skerritt that the minutes of the Meeting held 16th June 2016 be signed as a true copy. 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 she had received a letter from Mrs Janet Green and read out the letter. Mrs Green was in attendance. Everyone agreed that she should be co-opted onto the Parish Council and the Clerk and Mrs Green signed appropriate paperwork. Mrs Green joined councillors.
- b) Table Tennis - Cllr Burke reported that he had met Roger Partridge. A grant of up to £10K is available from Sport England. Outdoor tables, hire of room etc expenses could

be obtained by grant if the project was headed by the PC. Adam is now in charge at Lynnsport following Roger Partridges resignation. It was proposed by Cllr Mrs Summers that it be agreed for Cllr Burke to meet with the table tennis club representatives to make an application. This was seconded by Cllr Dell with all in favour.

- c) Kick board – Cllr Skerritt informed those present that the PC and Hall were having problems with youths kicking footballs against walls and breaking windows. He had visited Terrington St Clement to look at their kickboard and had spoken to the contractor and asked for prices/ideas. The board, installation and VAT was £5K plus £6K for the Astroturf. Cllr Dell felt the material could be purchased and another contractor employed to set up once the actual sizing was known. Cllrs Dell and Skerritt to liaise but Cllr Skerritt expressed concern at a DIY project due to health and safety issues.

*Action: Cllrs Skerritt and Dell to discuss and come back with a proposal at next meeting.
To go on next agenda.*

7. CORRESPONDENCE RECEIVED

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

Item 11 - The Clerk had obtained a quotation regarding changing a light in the carpark to LED. The cost to use existing pole, remove and dispose of existing light and fit new Urbis Ampere LED light was £312.00 plus VAT. It was proposed by Cllr Burke that this quotation be accepted and this was seconded by Cllr Dell with all in favour.

Action: Clerk to raise order with contractor.

Item 24 – A letter had been received from the WBSC regarding the Village Fun Day. The letter included a list of all activities planned for the Day as the PC had previously had concerns that the older residents were not being catered for and it had been felt that the PC should not contribute to an event that was not inclusive. The PC had already offered the social club free use of the field, PLI if leaflets stated in conjunction with the PC, free use of the changing rooms and water.

Cllr Skerritt reported that the Parish Chairman had pointed out that PC Standing Orders stated that an item could not be re-considered within 6 months of a decision made unless 4 members wrote to the Clerk and asked for it to be raised again. A long discussion followed. Cllr Thrower thought it sad that we couldn't donate and felt it the PC's duty to support them. Cllr Mrs Summers agreed and thought the public don't realise we are loaning the field etc. but cannot understand why we are refusing some money. Cllr Burke wondered if the PC could sponsor one activity e.g. the tea dance but there was uncertainty about which events were definite. *Action: Clerk to investigate wording*

After a telephone call to the Organiser it was noted that only the bouncy castle activity had been booked with just 6 weeks to go before the event.

Cllr Burke proposed that no money be given this year due to Standing Orders not allowing a re-assessment but next year the Parish Council would re-consider assisting the Social Club with this. This was seconded by Cllr Mrs Summers with all in favour.

Action: Clerk to contact the Social Club

The Clerk reported that a number of late items had been received including a request for a councillor to go on the BC Standards Committee. Cllr Thrower had volunteered to do this and all were in favour.

Action: Cllr Thrower to contact the BC directly.

A planning appeal decision had been received dismissing an Appeal at Heacham. It was noted that the Inspector felt the BC now had a five year housing supply.

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 July 2016

Community Account	£35,590.00
Business Saver Account	<u>£50,549.91</u>
	£86,139.91

The balance was noted

b) To note first quarter's financial projections

The projected figures were noted. Cllr Skerritt advised that the Handyman had purchased himself a strimmer which was for his own use as well as the PC's. The PC pay for fuel used on PC matters. It was agreed that Cllr Skerritt put together a proposal regarding payment of a tool allowance or similar and considers health and safety implications. A question was raised about large payments from General Admin and the Clerk explained that this was Solicitor fees for work on the Hall Lease.

c) **To Consider Payment of invoices at this meeting**

Mr J Pressling – Groundsman July 2016	£ 153.80
Mr A Hara – Handyman July 2016	£ 174.45
Mrs J Close – Clerk Salary July 2016	£ 474.37
Mr A Hara – expenses (travel)	£ 7.20
Mrs J Close – Clerk Expenses	£ 49.69
HMRC – June deductions DD.	£ 126.20
E-ON July Electricity DD	£ 92.90
Westcotec – Street light maintenance June 16	£ 120.92
Hodson Office supplies – stationery	£ 241.52
Glasdon – dog waste bin	£ 250.12

There was one late invoice received from CGM for grass cutting during June at a cost of £224.28.

It was proposed by Cllr Dell that all invoices be paid and this was seconded by Cllr Thrower with all in favour.

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

28/6/16	Social Club Inv 16/10 (Gritting) BACS	£ 172.10
1/7/16	Barclays interest	£ 20.77
5/7/16	Village Hall Inv 16/06 (AW) PIB 100319	£ 177.65
5/7/16	Village Hall Inv 16/09 (Gritting) PIB 100320	£ 172.10

The income was noted.

e) **To Authorise the Finance Working Group to approve August's invoices in the absence of a Parish Council meeting that month**

It was proposed by Cllr Burke that the Finance Working Group approve August's invoices in the absence of a meeting and this was seconded by Cllr Dell with all in favour.

10. **PLANNING CONSULTATION**

- a) New Planning Application Consultations received from Borough Council/NCC
C/2/2016/2009 vary condition 2 re extraction duration on land north of Setchey Road, Middleton **PC – no objections**
16/00291/F Conversion of swimming pool annexe to residential annexe at Homelands, 28 Back Lane, West Winch. **PC concerned re no traffic impact assessment, current use – holiday let, surface water drainage/sewerage. BC will take points raised into account**
16/01027/F extension and garage conversion at 5 The Paddocks, Setchey (**PC supported subject to condition limiting use of gym for occupiers of dwelling**)
16/00500/F dropped kerb, 333 Lynn Road, West Winch **PC Supported**
16/00961/F extension, 33 Gravelhill Lane, West Winch **PC Supported**
16/01069/F extension, 5 Dohamero Lane, West Winch **PC Supported**
There was also an amendment to the Hopkin's Homes planning application in North Runcton parish which the Planning Working Group and Neighbourhood Plan Team needed to look at and comment by the 9th August.
- b) Notices of Decision by Borough Council
16/00586/F Change of use of part rear garden to site mobile home at 6 Grange Bungalows, Lynn Road, Setchey **PC OBJECTED. BC REFUSED**
16/00803/F Single storey extension, Brook Meadow, 159 Main Road, West Winch **PC SUPPORTED, BC PERMITTED.**

11. **WORKING GROUP CHAIR REPORTS**

a)	Planning	Neighbourhood Plan representatives are meeting with ZAL, Hopkins and BC representatives on the 27 th July. The Planning Inspector is still looking at Local Plan amendments and responses. CIL – The BC has submitted the CIL proposal and comments to the Planning Inspector.
b)	Finance	None
c)	Playing Fields	Children had been forcing the door on the paper bank despite Cllr Burt pushing the container back into thorn bushes. <i>Action: Clerk to ring the contractor as a health and safety risk.</i> The new dog waste bin had been erected near the emergency barrier on the

		field. It wouldn't be put into use until the BC was ready to empty it. <i>Action: Clerk to contact BC and then put bin into use.</i>
d)	Street Lighting	None
e)	Consultation	None
f)	Health & Wellbeing	Cllr Burke reported that the Inter-village Games had been held in June. Four teams – 2 x table tennis, 1 x badminton and 1 x archery had entered with good results. The Senior Table tennis team had come second and juniors third, the Badminton had come third and the Archers second. Cllr Burke announced he had resigned as Village Sports Co-ordinator with Lynnsport as he couldn't find time to organise taster days

12. MEMBERS' MATTERS

Hedge growing over footpath at 39 Back Lane, West Winch

Action: Clerk to contact NCC

A question was raised about the Hall meeting with PC representatives and had this taken place. Four councillors had volunteered but only 3 had replied to the Hall with 2 saying they would attend. Cllr Mrs Summers suggested the meeting be held with 2 councillors present and it was up to the Hall to organise the meeting.

Action: Cllr Burke to contact the Hall Chairman and ask for meeting to be set up.

A resident in Fir Tree Drive had complained about number 32 using the house as a storage area. It was suggested the resident contact Environmental Health and the Fire Department. On the one-way system the NCC has erected a "not suitable for HGVs" sign. Since then some Lorries have still been using that route.

Action: Clerk to contact NCC and explain this is happening.

Laurel hedging on the A10 at Setchey is still waiting maintenance along with the TROD. 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: Write to Steve Nichols and ask if there is a date for repair.

A 4x4 mini truck was on the playing field being driven by an adult. Concern was also raised about whether or not the Parish Bylaws included drones.

Action: Clerk to check bylaws regarding the truck/drones

A parishioner had complained that the tennis court lines had faded.

Action: Playing Fields Working Group to deal with this

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

Action: Clerk to contact NCC regarding this and ask if yellow lines would be possible. Copy in Clerk to NRPC.

It was reported that the hedge on Mrs Russell's land between the restaurant and village store was overhanging the pavement.

Action: Clerk to contact NCC to deal with as Andy Wallace has the contact details for Mrs Russell's son-in-law.

The litter bin in Hall Lane is being filled with carrier bags by one person.

Action: Clerk to place laminated note on bin asking residents to dispose of their general rubbish in their own black bins.

It was noted that Coronation Avenue had a lack of play space and horses in the PC field were being terrorised by a few children.

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 15th September 2016 at 7.30pm. Apologies were received from Cllr Dell and Cllr Mrs Green for the September meeting.

15. **CLOSE OF OPEN MEETING** - the meeting closed at 9.36pm

Signed _____

Date _____