

## WEST WINCH PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING HELD ON 20<sup>TH</sup> OCTOBER 2016 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

**PRESENT:** Cllr Mrs Summers, Cllr Lamb, Cllr Mrs Green, Cllr Dell, Mrs J Close (Clerk), Mrs J Leamon (Temporary Clerk) There were 3 members of the public present.

Due to the absence of the Chairman, Cllr Foster, Cllr Mrs Summers took the Chair and welcomed everyone to the meeting.

#### 1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp – Due to illness Miss Kemp was unable to attend but had sent a written report which the Clerk read out to those present. The report included the Gravel Hill Lane site, the Revell Report into the Incinerator and a letter from the Planning Inspectorate regarding the Borough Council Site Allocations and Development Management Plan.

Borough Councillor Gidney – did not attend and no apology received.

Borough Councillor Anota – did not attend and no apology received.

#### 2. PUBLIC PARTICIPATION

There were 3 members of the public present. Tony Clifford addressed the meeting. He represented a football team from Gayton and requested that consideration be given to letting them use our football facilities from September 2017. The Clerk had emailed the existing Football Club to ask if there was spare capacity to accommodate a Saturday adult side and should agreement be given by them and councillors then she would sort the matter out. It was proposed by Cllr Dell that subject to a positive reply from the existing football club that the new club be accepted at the William Burt Complex. This was seconded by Cllr Lamb with all in favour.

*Action: Clerk to speak to FC and then Tony Clifford with a sample Agreement and current adult prices.*

#### 3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Burt, Burke, Foster, Skeritt and Thrower, County Councillor Miss Kemp.

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

None

#### 5. TO CONFIRM MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> SEPTEMBER 2016

It was proposed by Cllr Lamb and seconded by Cllr Mrs Summers that the minutes of the Meeting held 15<sup>th</sup> September 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 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 Lamb reported that he and Cllr Skeritt had met with Ray Shearn to discuss a kick wall and fencing at the rear of the Hall. The quotation was read out as there were no members of the public present. It was agreed that powder coated fencing would last longer. Ray agreed to look at other companies for a better price. Cllr Lamb proposed that the fence be erected first (Ray Shearn to get more quotes) and the PC pay and invoice the Hall for 50% of the cost. This was seconded by Cllr Dell with all in favour. It was agreed to leave the kick wall for the time being, but if a contractor could offer a good price for fence and wall then the PC would re-consider. The Clerk expressed concern that hirers of the Hall were using the PC field without letting the PC have sight of their PLI. The Hall Secretary always included a paragraph in the Agreement which stated that the field was PC owned and separate consent was required. It was felt that the fence would improve matters and the Hall would be able to hire out the fenced area as well as the Hall subject to PLI.

d) Handyman – tools and equipment – Cllr Skeritt not present at meeting

*Action: Carried forward to next meeting.*

e) 53B Coronation Avenue and other matters. Councillors had met on site and saw tree was overhanging fence. **Added** The state of some boundary trees caused concern. .

*Action: Clerk to email Property Services, BC and ask them if the tree was on their land and if subject to a TPO. Clerk to speak to Richard Fisher, BC Tree Officer re trees on the boundary and check our insurance. **Added** Clerk to get our tree surgeon involved at appropriate time for quotation to carry out any tree works deemed necessary.*

The temporary clerk had contacted Rob Hilden regarding clearing the path to the stile and he would do this. The Vice Chairman thought a councillor should regularly check the field for sewer problems and that members of the Playing Fields Committee should do this.

*Action: Clerk/Cllr Lamb to walk down to the field so Clerk could show him the rough line of the sewer.*

- f) Oak Tree – Queens Birthday. Cllrs Lamb and Skerritt had discussed the positioning of the tree and suggested it be planted near the football container. All were in agreement with this position.

## 7. CORRESPONDENCE RECEIVED

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

Item 46 - The BC had confirmed there was no funding available for the projector. The Clerk suggested councillors could use the wall behind the stage to project images.

*Action: Clerk to get prices for a projector for next meeting*

Item 72 – The Clerk reported that she had received a request from a parishioner to have a road named after her late father. The Clerk had checked protocol with the Borough Council and was told it was up to developers.

*Action: Clerk to reply to letter received*

## 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 6<sup>th</sup> October 2016**

Community Account	£32,589.51
Business Saver Account	<u>£50,615.04</u>
	£83,204.55

The balance was noted.

### b) **To Note the second quarter's financial projections**

The projections were well received.

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

103364	Mr J Pressling – Groundsman October 2016	£ 153.80
103365	Mr A Hara – Handyman October 2016	£ 174.45
103366	Mrs J Close – Clerk Salary October 2016	£ 474.37
103367	Mr A Hara – expenses (travel)	£ 20.25
103368	Mrs J Close – Clerk Expenses	£ 106.17
DD	HMRC – September 2016 deductions DD.	£ 147.20
DD	E-ON October 2016 Electricity DD	£ 107.89
103369	Westcotec – Street light maintenance September 2016	£ 120.92
103370	Westcotec – Convert existing street light to LED WB Car Park	£ 374.40
103371	CGM Group – Grass cutting Sept (rec ground)	£ 118.80
103372	CGM Group – Grass cutting Sept (perimeter/village green)	£ 119.88
103373	Came and Company – Insurance Policy due 1/11/16 to 31/10/17	£ 722.76
103374	West Winch Village Hall – Hire of Hall for 2017 x 10 dates	£ 360.00
103375	Mrs June Leamon – Expenses – postage and travel	£ 6.80
103376	CPRE – annual membership	£ 36.00
103377	URM – empty bottlebank	£ 49.86
103378	Mrs J Close – late expenses re purchase of materials	£ 44.49
103379	CGM – grass cutting Sept	£ 59.40

Late Cheque number 103368 for £106.17, number 103378 for £44.49 and 104479 for £59.40 were noted. It was proposed by Cllr Lamb that all these payments be made and this was seconded by Cllr Mrs Green with all in favour.

The temporary clerk was owed £373.20 for salary during her time covering for the clerk and this figure was agreed. This will go through the payroll system next month. Councillors thanked June Leamon for all her hard work.

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

01/09/16	Barclays interest	£ 21.48
02/09/16	JFC – senior pitch fees PIB 100324	£ 229.98
22/09/16	JFC – junior pitch fees PIB 100323	£ 549.00
03/10/16	Barclays interest	£ 22.18

The income was noted.

## 10. PLANNING CONSULTATION

Cllr Mrs Summers reported that she has struggled to get councillors to meet to discuss new planning applications. She proposes to invite the Clerk as well as councillors to meetings in order to make comments to the Borough Council.

- a) New Planning Application Consultations received from Borough Council/NCC  
 16/01645/F – Subdivision of Plot 13 of approved planning ref 11/00694/FM to provide 2 single storey dwellings at Land Chapel Lane, West Winch  
 16/01619/F Cinema, Games Room etc, Archdale Manor, 14 Back Lane, West Winch **PC No Comments. Awaiting BC Decision**  
 16/01580/F Day Room Ext, Internal Alterations and Garage - Glyn Neath, 20 Back Lane, West Winch **PC Support. Awaiting BC Decision**  
 16/01252/F Retention of 1.8m High Fence. **PC Objects. Awaiting BC Decision**
- b) Notices of Decision by Borough Council  
 16/01349/RM - Reserved Matters Application, construction of dwelling and detached garage, 24A Back Lane, West Winch **BC Permitted**  
 16/01350/F Meadow Farm, 42 Hall Lane, West Winch Single storey extension – **PC Supports. BC Permitted.**  
 16/01337/F The Coach House, Rectory Lane, West Winch Ext to existing garage and part conversion to annexe – **BC Permitted**  
 16/1435/F 24 Chapel Lane, West Winch Proposed annexe (resubmission) – **PC Supports. BC Permitted**  
 16/00961/F Single Storey Ext Dobroyd, 33 Gravelhill Lane, West Winch **PC Supports. BC Permitted**  
 16/01069/F Ext side and rear Evergreen Lodge, 5 Dohamero Lane, West Winch **PC Supports. BC Permitted**  
**WITHDRAWN** – 16/01458/F Detached Dwelling and Landscape Works – 9, Orchard Gove, West Winch **PC Objected**  
 16/00500/F Dropped kerb, 333 Lynn Road, West Winch **PC supported, BC permitted.**  
 16/01027/F Extension, garage conversion, 5 The Paddocks, Setchey. **PC supported, BC permitted.**

## 11. PLANNING – OTHER ITEMS/ISSUES

- a) Examination of the SADMP – Report from Inspector David Hogger  
*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 Council on 29 September 2016 will be asked to formally adopt the Plan. The Main Modifications will include the Gravel Hill site, West Winch.*  
**Result of Borough Council vote on 29 September 2016 was to accept these modifications including the Gravel Hill Lane site.**  
 Cllr Mrs Summers reported that the Infrastructure Delivery Plan is being written by Mott McDonald. The Strategic Transport Plan is being written by the Developers. The BC are seeking a loan for the transport costs – Hardwick roundabout and the relief road.

b) BCKLWN Draft Community Infrastructure Levy (CIL) Schedule Hearing  
On 6 September 2016

*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.*

12. **WORKING GROUP CHAIR REPORTS**

a)	Planning	Neighbourhood Plan – Plodding on. BC has queried some wording and will give the NP some alternative wording. NCC has praised the NP Green Infrastructure Policy and would like to use some of the working. CIL – no further information. A letter has just been received by the PC and individual residents from the BC who are looking for more land to be put forward up to 2036.
b)	Finance	The football club are purchasing 2 litterbins for inside the changing rooms.
c)	Playing Fields	The Handyman is dealing with outstanding items from the RoSPA report. Winter gritting contract has been signed for a further year. Clerk is waiting for the Hall to confirm they are willing to pay their 1/3 share. A silver birch sapling gift is to be planted on the sports field.
d)	Street Lighting	The 3 street lights on the field adjacent the road are covered by tree growth. <i>Action: Clerk to contact tree contractor for cost of pruning back relevant trees.</i>
e)	Consultation	Control of Dogs, Footpaths/Right of Way. The Consultation working group to deal with these. Need a list of footpaths/Rights of Way from the BC or NCC and possibly need to contact Ken Hawkins CPRE.
f)	Health & Wellbeing	None

13.. **MEMBERS' MATTERS**

None

14. **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.

15. **DATE OF NEXT MEETING** – Thursday 17<sup>th</sup> November 2016 at 7.30pm.

16. **CLOSE OF OPEN MEETING** - the meeting closed at 9.05 pm.

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_