

## WEST WINCH PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING HELD ON 17<sup>TH</sup> NOVEMBER 2016 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

**PRESENT:** Cllr Foster, Cllr Mrs Summers, Cllr Mrs Green, Cllr Dell, Cllr Burt, Cllr Skerrett, Cllr D Burke, Mrs J Close (Clerk), County Councillor Miss Kemp, There were 4 members of the public present.

#### 1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp – a) School Crossing Patrol in West Winch is at risk from funding withdrawal. She has approached NCC. Council hub is open for next few weeks for responses. b) Devolution – if a yes vote for devolution then this would cost a lot more money than the cost of losing school crossing patrols. c) Recycling rate has gone up from 44% to 46%. The food waste recycling has helped. d) Children's Services – Ofsted report had been published the previous day. E) Anaerobic digester – proposed to burn crops to produce energy. Drainage plans not submitted. Following a question about the school crossing patrol and Cllr Kemps indication there could be funds to pay for this, she confirmed that the funds would be used for other purposes and not the crossings.

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

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

#### 2. PUBLIC PARTICIPATION

Representatives from Gayton FC were present. They would like to use the WBC pitch next season. Concern had been raised by the current teams as additional usage may affect the grass. Gayton FC suggested alternate weeks of adult football to allow the grass time to recover. The Clerk advised that she had spoken to Gary Shipp who agreed that a trial of one year would be okay if they used the drier pitch towards Hall Lane for adult football.

#### 3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Lamb, Thrower and Watts,

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

Cllr Skerrett declared an interest in the RBL Wreath and one other item of payment. The book was duly signed.

#### 5. TO CONFIRM MINUTES OF THE MEETING HELD ON 20<sup>TH</sup> OCTOBER 2016

It was proposed by Cllr Mrs Summers and seconded by Cllr Del that the minutes of the Meeting held 20<sup>th</sup> October 2016 be signed as a true copy subject to an additional sentence regarding boundary trees under 6E and an additional Action be added. 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 there were no applications.

b) Table Tennis - Cllr Burke will speak to the table tennis club and go through Sport England for a grant.

c) Kick board – This was carried over to the next meeting.

Action: *Carried forward to next meeting.*

d) Handyman – tools and equipment – Cllr Skerrett reported that the Handyman does use his own strimmer and uses safety equipment. It was agreed to leave this matter in abeyance to see how it progressed.

e) Trees at Coronation Avenue. Cllrs Burt and Mrs Summers had visited. One tree looked unsafe. Trees on bund must be BC owned as they insisted the PC remove the dog bin from "their land" a while ago.

Action: *Clerk to contact BC and arrange for their Tree Officer to look at trees, inform us which have TPOs, which appear to need work doing. BC Property Services to visit and look at bund and tree we believe is dangerous. Clerk to then contact our Tree Surgeon for quotation for any work required.*

f) Oak Tree – Queens Birthday. Cllr Dell thought it had been a successful event and was pleased the PC had organised it. It was reported that parishioners had suggested a watercolour be produced and be framed to remember the planting ceremony. This would cost between £80 and £100 including the frame. Cllr Skerrett had contacted the Lynn News to see the photographs taken on the day. It was agreed to wait until the photographs were viewed before making a decision about the painting.

- g) Projector for viewing planning applications. The Clerk reported this item was still outstanding.

*Action: Carried forward to next meeting.*

- h) Trees blocking light from 3 street lights, Hall Lane. The Clerk reported this item was still outstanding.

*Action: Carried forward to next meeting.*

## 7. CORRESPONDENCE RECEIVED

12 items of correspondence were listed on the agenda. Late items received included correspondence from Anglian Water (changes to water industry from April 17) and Kenneth Bush (confirmation that the Village Hall and surrounding land is now registered with the Land Registry). Item 12, a letter from a local business was considered commercially sensitive by the Clerk and it was agreed to discuss it in Closed Session.

## 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 3<sup>rd</sup> November 2016

Community Account	£29,392.07
Business Saver Account	<u>£50,635.15</u>
	£80,027.22

The balance was noted.

### b) To Consider Payment of invoices at this meeting

103380	Mr J Pressling – Groundsman November 2016	£ 153.80
103381	Mr A Hara – Handyman November 2016	£ 174.45
103382	Mrs J Close – Clerk Salary November 2016	£ 474.37
103383	Mrs J Leamon – Temporary Clerk salary Aug – Oct 16	£ 298.60
103384	Mr A Hara – expenses (travel)	£ 4.05
103385	Mrs J Close – Clerk Expenses	£ 32.00
DD	HMRC – October 2016 deductions DD.	£ 147.20
DD	E-ON November 2016 Electricity DD	£ 111.49
103386	Westcotec – Street light maintenance Nov 2016	£ 120.92
103387	Hodson Office Supplies – stationery	£ 242.23
103388	Middleton & District RBL Poppy Appeal – supply of wreath	£ 35.00
DD	Anglian Water – 19/7/16 – 25/10/16	£ 724.44
103389	CGM Group – grass cuts Rec Ground perimeter Oct 16	£ 91.08
103390	CGM Group – grass cuts Rec Ground Oct 16	£ 118.80
103391	CGM Group – grass cuts car park entrance Oct 16	£ 11.40
103392	Mr D Skerritt – repayment re cost of oak tree	£ 88.50
103393	URM Bottle bank emptied	£ 19.80
103394	Kenneth Bush – Land Registry	£ 247.80

The Clerk advised that the last item from Kenneth Bush Solicitors had been received after the agenda had been issued. Cllr Skerritt left the room whilst the RBL Wreath and his expenses were discussed. It was proposed by Cllr Foster and seconded by Cllr Mrs Summers that these two items be paid. All present were in favour. Cllr Skerritt returned to the meeting. Cllr Dell proposed that the remaining invoices be paid and this was seconded by Cllr Foster with all in favour.

### c) To note monies received since last meeting

1/11/16	Barclays interest	£ 20.11
---------	-------------------	---------

### d) To consider the Finance Working Group approving the December invoices in the absence of a Parish Council meeting.

It was proposed by Cllr Dell that the Working Group be authorised to approve the December invoices and this was seconded by Cllr Mrs Summers with all in favour.

- e) **To consider the Finance Working Group meeting in December to draft the Precept for consideration at January 2017 meeting.**

It was agreed by all those present that Cllr Lamb be asked to hold a Finance Working Group meeting to set a Draft Precept in time for the January meeting.

## 10. PLANNING CONSULTATION

- a) New Planning Application Consultations received from Borough Council/NCC  
 16/01838/BT – removal of public payphones, Archdale layby and Birch Grove, West Winch **PC No objections**  
 16/01771/F – replacement porch and first floor extension over garage at 24 Fir Tree Drive, West Winch **PC supported**
- b) Notices of Decision by Borough Council / County Council  
 16/01580/F – Day room extension, internal alterations and garage at 20 Back Lane, West Winch **PC Supported, BC PERMITTED**  
 C/2/2016/2009 – Vary condition 2 of old planning permission to extend duration of extraction until 31.12.17 at Setch Road, Middleton. **PC No objections. NCC PERMITTED**  
 16/01619/F – outbuilding to include cinema/games room and office over Archdale Manor, 14 Back Lane, West Winch **PC no comments made. BC PERMITTED**  
 16/01252/F Retention of 1.8m high fence and erection of gates to entrance – 17 Hall Lane, West Winch - **PC Objected BC PERMITTED**

Cllr Foster queried the property address on the decision notice of the last item.

*Action: Clerk to email the BC and ask about 15A (new bungalow)*

## 12. WORKING GROUP CHAIR REPORTS

a)	Planning	Cllr Mrs Summers reported that there had been notices placed on lamp-posts in West Winch and North Runcion regarding change of ownership of certain parcels of land. This is a legal matter. The Neighbourhood Plan was almost finalised. The BC then had to agree to take it forward. There would then be a 6 week consultation period. The Neighbourhood Plan and comments would then go to the Examiner who could amend it as necessary. If no public hearing was to be held then a referendum would take place. If passed it would then become a planning document. She asked permission from the PC to submit it and would send a copy to all councillors. It did need reformatting and some minor alterations. Cllr Foster requested a copy of the completed document first. He proposed that the Planning Working Group be given authority to approve the document taking into account any suggested alterations. This would take a couple of weeks. All present were happy that the Planning Working Group be given delegated powers. Parishioners will need to be reminded before the referendum that the Neighbourhood Plan is not promoting development. That is the BC. A FAQ leaflet was proposed. A question was asked – Does the BC have to legally adopt the Neighbourhood Plan if approved by referendum. She will check as the BC don't think this is the case.
b)	Finance	Comments had been received from parishioners about the removal of the Can Banks. The Clerk explained that the company had removed them as they were no longer trading. As the Can Banks were for householder use only i.e. not for businesses she had approached the BC to see if they would be happy to place a green recycling bin at the WBC. They would but at a cost of almost £200 pa for a fortnightly empty. This was considered excessive..
c)	Playing Fields	None
d)	Street Lighting	Cllr Dell felt that the trees around the 3 street lights on Hall Lane should not be topped/pruned but the street lights should be moved.
e)	Consultation	None
f)	Health & Wellbeing	Nothing to report apart from the table tennis club. Mrs Galley is to approach Mr Garrod regarding the Tennis Club bank account.

## 13.. MEMBERS' MATTERS

A question was asked that as a PC were we correct in not producing draft minutes before they are confirmed at the next meeting.

*Action: Clerk to write to the Monitoring Officer at the Borough Council.*

It was reported that a porch/garage extension on Fir Tree Drive had been clad in cedar and looked out of place. It was agreed that Cllr Mrs Summers and Cllrs Burt and Dell carry out a site visit.

The Parish Council representative on the Hall Committee reported that the Hall are asking questions about the Lease Agreement. Could the representative view documents received from the PC solicitor. The Chairman said Cllr Burke could see the non-sensitive documents and the Clerk will get the file out of storage for him in the next couple of weeks.

*Action: Clerk to get file and loan to Cllr Burke*

The Pound on Watering Lane is still an eyesore.

*Action: Clerk to write to Mr Nichols*

It was reported that Cllr Burt and Cllr Mrs Summers had checked the sewer on Coronation land and it appeared to be clear and the field was draining well.

The play area gate on the WBC field was not closing properly. Cllr Burt will investigate.

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 19<sup>th</sup> January 2017 at 7.30pm.

16. **CLOSE OF OPEN MEETING** - the meeting closed at 8.30pm.

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

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