

WEST WINCH PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON 21ST SEPTEMBER 2017 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

PRESENT: Cllr P Foster, Cllr Mrs M Summers, Cllr J Lamb, Cllr P Burt, Cllr D Burke, Cllr Mrs J Leamon, Cllr B Thrower, Mrs J Close (Clerk), one resident, County Councillor Ms A Kemp and Borough Councillor P Gidney

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp – Spoke about - Bus Contract. Number 38 changed and is causing problems. Is trying to get it improved. Lots of complaints. Waste Advisory Group – has been disbanded and plastics contract has ended. Education – courses in King's Lynn run by NCC are starting soon. North Runcton Fire – meeting with Borough Council. Monitoring findings which showed low risk. Report to be published on 22/9. Ash still remains on site. The Clappers - Public want the entry through Olympic Carpets re-opening. Comment re Buses – can we have new timetables in bus shelters.

Question regarding an obstruction on bend in Setchey – County Cllr Kemp has written but no response

Borough Councillor Gidney – reported that he has a timetable for the Strategic Growth Area Delivery Plan. Meetings are being planned for various parties – within next 3 weeks.

A discussion took place about a letter received from the BC regarding support requested for funding request from the Housing Infrastructure Fund. The Parish Council does not support the housing allocation of 3,500 houses in this particular area. It does not believe it is advantageous to have large amounts of housing in the 2 parishes of West Winch and North Runcton. The PC would support funding for a relief road and has been waiting since 1990 for this. There is no infrastructure for the area.

BC Gidney reported that there is an application in Gayton for 50 houses. It is going to Public Inquiry as developers believe there is no five year housing supply again!

2. PUBLIC PARTICIPATION

A resident endorsed everything the County Councillor said regarding the bus service.

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr S Watts.

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

None

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 20TH JULY 2017

It was proposed by Cllr Mrs Summers that the minutes of the Meeting held 20th July 2017 be signed as a true copy. This was seconded by Cllr Lamb. This was agreed by all those who had been present. The minutes were duly signed by the Chairman.

6. TO REPORT MATTERS ARISING

- a) Co-option of residents onto the Parish Council – No residents have come forward.
- b) Table tennis – funding (Tennis account – Cllr Burke said this was still ongoing.
- c) Skate Park and Children's Play Area – H&S

- i) New skate boards waiting fixing - Boards have been purchased.

Action: Cllr Thrower to contact Mr Barlow

- ii) Fixing pigeon deterrent on top of swings required – Will cost about £100 to purchase spikes, plus cost of glue and cable ties. Clerk to speak to insurance company then go ahead if they are happy.

Action: Clerk to speak to Came & Co Insurance then purchase and arrange for works to be completed.

- iii) Fencing needs welding to make theft proof – This is for both play areas and the new fence rear of the Village Hall

Action: Cllr Thrower to contact Mr Barlow

- iv) Automatic closer on children's play area requires part ordering and old spring removing/replacing

Action: Cllr Burt to investigate

- v) Soft play surface needs filler – It was agreed that this work needs doing.

Action: Cllr Burt

- vi) Skate park aluminium edgings need removing, straightening and re-fixing. Cllr Thrower thought they needed refabricating.

Action: Cllr Thrower to contact Mr Barlow.

- d) Fence r/o Hall – Cllr Lamb reported that he had met the Chair of the Village Hall and agreed that we could live with some problems on the snagging list. The Hall Chairman

will get quotes for some of the issues. It was noted that the welding will be done by Mr Barlow who will re-paint the bare areas caused by welding and those areas needing re-painting as per the snagging list.

Action: Cllr Thrower to contact Mr Barlow. Cllr Lamb to continue working with Mr Shearn on these matters.

- e) Rights of Way Working Group – Cllr Thrower requested a notice go into the parish magazine inviting people to contact him if interested. “If you know of any walking routes in Setchey or West Winch....” If you don’t have route recorded you could lose it. Also to advertise for a Historic Group being formed.

Action: Clerk to advertise for Rights of Way and also Historic Group interested parties in magazine.

- f) Speed Watch - The Clerk reported that she now had sufficient numbers of volunteers to start this project. All need CRB checking and unfortunately she has not had time to get on with this work

- g) Changing room ceiling repair required. Councillors agreed to deal with this themselves.

Action: Councillors to cut out old plasterboard and replace as the roof leak has now been fixed.

- h) Tree surveys – Cllr Mrs Summers reported that there are about 5 trees on the edge of the Coronation Avenue field which need surveying.

Action: Clerk to contact our tree surgeon for price to do survey of these trees.

7. CORRESPONDENCE RECEIVED

Twenty seven items of correspondence had been received.. Two late items were from a Steering Group running a campaign calling for the reinstatement of the railway line between King’s Lynn and Hunstanton. A letter from the BC Chief Executive asking for the PC to support their bid submission for funding for the relief road (dealt with already earlier in the minutes).

Item 13 – Maintenance of tennis courts. A brochure had been received from ETC Sports for maintenance of tennis courts. It was agreed to ask for a quotation.

Action: Clerk to arrange quotation from company

Item 20 – Complaint about overhanging hedges on playing field, Long Lane. The Clerk also drew everyone’s attention to a similar problem to the left hand side of the exit from the William Burt Complex. It was agreed to ask 2 of our regular contractors for a five year quotation for doing this work annually as early after bird nesting season as possible.

Action: Clerk to arrange quotations from our 2 contractors.

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.

9. ACCOUNTS & FINANCE

a) Balance of accounts as 10th September 2017

Community Account	£31,920.18
Business Saver Account	<u>£60,765.29</u>
	£92,685.47

The balance was noted

b) To Consider payment of invoices

103492	Mr J Pressling – Groundsman September 2017	£ 159.30
	Mr A Hara – Handyman September 2017 – no pay	£ 0.00
103493	Mrs J Close – Clerk Salary September 2017	£ 494.88
103194	Mr P Jackson – temporary Handyman September 2017	£ 209.08
103495	Mrs J Close – Clerk Expenses	£ 73.37
103496	Mr P Jackson – mileage	£ 7.20
DD	HMRC August deductions DD	£ 127.00
DD	E-ON – September Electricity DD	£ 121.94
103497	Westcotec – Street light maintenance September 2017	£ 120.92
103498	Jarvis Roofing – repairs to Changing Room roof	£ 78.00
DD	Anglian Water 25/4/17 – 21/8/17	£ 446.26
103499	URM / Berryman – Bottle bank	£ 50.40
103500	BCKLWN – printing flyers for Neighbourhood Plan	£ 468.60
103501	Louis Morrish – delivering NP leaflet to WW and Setch homes	£ 100.00
103502	CGM – grass cutting August	£ 119.88
103503	Hodson – Stationery	£ 16.74
103204	Hodson – Stationery	£ 277.19
103505	CGM – July grass cuts	£ 28.80
103506	CGM – July grass cuts	£ 91.08

103507	Came & Company – annual insurance	£ 750.62
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The above invoices (including the last 5 late ones) were proposed for payment by Cllr Mrs Summers and seconded by Cllr Burt with all in favour.

c) To note monies received

17/7/17	Inv 17/09 KL Community Football – Hire pitch for soccer school PIB 100332	£ 50.00
7/8/17	Inv 17/08 Social Club – Ground Rent BACS	£3020.26
1/8/17	Barclays interest	£ 12.06
1/9/17	Barclays interest	£ 12.90
11/9/17	Inv 17/10 – Village Hall – fence contribution PIB 100333	£ 718.22

The receipts were noted.

d) To note invoices paid in August 17 as agreed by the Finance Working Group

103483	Mr J Pressling – Groundsman August 2017	£ 159.30
	Mr A Hara – Handyman August 2017 – no pay	£ 0.00
103484	Mrs J Close – Clerk Salary August 2017	£ 494.68
103485	Mr P Jackson – temporary Handyman August 2017	£ 209.08
103486	Mrs J Close – Clerk Expenses	£ 67.28
103487	Mr P Jackson – mileage	£ 14.40
DD	HMRC July deductions DD	£ 127.00
DD	E-ON - August Electricity DD	£ 121.94
103488	Westcotec – Street light maintenance August 2017	£ 120.92
103489	Fenland Leisure Products Ltd – 2 x skatelite boards	£ 504.00
103490	Mazars – External audit y/e 31/3/17	£ 240.00
106491	Mr B Thrower – purchases re skate park repairs	£ 58.34

The payments were noted.

e) To consider Financial Risk Assessment prepared by Cllr Lamb.

Cllr Lamb had already distributed a copy of the FRA to all councillors for their comments. He presented the FRA to those present. It was agreed that the Finance Working Group meet to look at and agreed before it comes back to the Parish Council. The Clerk suggested that it be put to the Annual Meeting in May each year, along with other Policies, and checked for any amendments required.

Action: Cllr Lamb to arrange for the Finance Working Group to meet and agree the document before bringing it back to the Parish Council.

10. PLANNING CONSULTATION

- a) New Planning Application Consultations received from Borough Council/NCC
 17/01514/F – Change of use of land for siting of residential caravans in connection with adjacent caravan park, 84 Main Road, West Winch **PC OBJECTED**
 17/01529/RM – Reserved Matters – Erection of one dwelling, land west of 49 Coronation Avenue, West Winch **PC SUPPORTED but reminded applicant of the PC's right of access to the field**
 17/01467/F – Single storey extension and front boundary wall/railings, Dobroyd, 33 Gravelhill Lane, West Winch **PC STRONGLY OBJECTED to wall/railings but had no objections to single storey extension**
 17/01533/F – Mobile catering unit occupying site of former retail gas tank installation (retrospective) at Engine Shed, 1 Garage Lane, Setchey **PC NO OBSERVATIONS**
 17/01641/F – single storey flat roof rear extension at Saxon House, 256 Main Road, West Winch **PC - SUPPORTED**
 17/01659/F – single storey extension, Meadowview, Commonside, West Winch **PC - SUPPORTED**
 17/01652/F – extension/roof space conversion, detached garage and general landscaping finishing, Roselea, Millfield Lane, West Winch **PC - SUPPORTED**
- b) Notices of Decision by Borough Council / County Council
 17/00759/F – 2 dwellings at Miller Chicken Farm, 80 Main Road, West Winch. **PC Strongly Objected – drainage, traffic, road network.**
BC Permitted with conditions including access, groundworks, contamination, landscaping, materials, surface water.

Cllr Mrs Summers reported that the single storey extension and front boundary wall /railing at 33 Gravelhill Lane, West Winch had been approved (after the agenda had been issued) despite the Planning Working Group's strong objections. She had emailed Alan Gomm, Planning Policy Manager at the BC to comment about this. It was noted that the planning application for dwellings rear of The Winch, which we also objected to, was approved subject to a Section 106 Agreement but this Agreement was never signed so the application may now be refused. The Applicant states he cannot afford the affordable housing on the site. This application was approved whilst there was no 5 year housing supply.

11. **WORKING GROUP CHAIR REPORTS**

a)	Planning	Cllr Mrs Summers reported that the Neighbourhood Plan Referendum takes place on the 28 th September. She handed out A4 posters for Councillors to attach to lamp-posts throughout the village.
b)	Finance	Nothing to report
c)	Playing Fields	None
d)	Street Lighting	Street light out in WBC car park near the children's shelter.
e)	Consultation	Cllr Mrs Leamon had read the NCC Strategic Framework Consultation and thought it would be very useful.
f)	Health & Wellbeing	Cllr Burke thought it might be worth considering arranging walks around the village. The Clerk suggested he contact Jackie Squires at the Borough Council who arranged Health Walks. (It appears to have been taken over by Active Norfolk – Cllr Burke now has details)

12. **MEMBERS' MATTERS**

As part of the Nar Valley Way a resident had complained there were no dog bins and wanted one in layby but this is Wormegay parish.

As part of Speed Watch it was thought that a SAMS (MPH flashing sign) would be effective in the village at a cost of about £2800. There is partnership scheme with NCC who would contribute a percentage towards it.

Action: Clerk to email information to all councillors

Shooting – It was reported that a resident heard shotgun noise and pellets were fired near his head early one morning. The Chairman of The Commoners says there's authorised and unauthorised shooting and suggested the resident ring the Police.

It was reported that when exiting the Esso Station flags are hindering visibility. County Councillor Ms Kemp will report this.

It was noted that Dohamero Drive residents had put up a mirror to exit their lane. This is on NCC land.

Finally the Chairman reported that the Clerk has handed in her notice and will leave the Parish Council at the end of the year. A new Clerk will need to be appointed before then.

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 19th October 2017 at 7.30pm.

15. **CLOSE OF OPEN MEETING** - the meeting closed at 21.10 hours..

16. **CLOSED SESSION**

In the closed session Councillors were updated about Kenneth Bush Solicitor's response to an email sent to them by the PC.

Signed _____

Date _____