

WEST WINCH PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON 19TH OCTOBER 2017 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

PRESENT: Cllr P Foster, Cllr Mrs M Summers, Cllr P Burt, Cllr Mrs J Leamon, Mrs J Close (Clerk), two residents, County Councillor Ms A Kemp and Borough Councillor P Gidney

1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Miss Kemp – Spoke about: Bus Contract - Still problems, many meetings held. Revised timetable 30th October with proper early morning bus. 39 will service Gravelhill Lane and stop at Long Lane again. Waste Advisory Group – spoke about this. Voted against number of houses planned. Spoke to Infrastructure Officer at County Hall regarding Relief Road. WN Carers funding is disappearing. A resident suggested there could be a bus service between Oakwood Corner (roundabout) and possibly Watlington via village roads. This would provide a rail link for West Winch and Setchey.

Borough Councillor P Gidney – Gayton Planning Appeal – 5 year land supply challenged. 30 + Neighbourhood Plans underway in Borough. He informed those present of events in King's Lynn over the next few weeks..

2. PUBLIC PARTICIPATION

Mr Skerritt will be organising the Remembrance Day Parade and asked who will be laying wreath on behalf of PC. The Vice Chairman will do this in absence of Chairman. Clerk will deputise. He commented the oak tree needs a longer stake.

Action: Cllr Burt to investigate

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs S Watts, B Thrower, J Lamb and G Dell.

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

None

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 21ST SEPTEMBER 2017

It was proposed by Cllr Mrs Summers that the minutes of the Meeting held on 21st September 2017 be signed as a true copy. This was seconded by Cllr Burt. 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 volunteers
- b) Table tennis – funding – no update
- c) Skate Park and Children's Play Area – H&S
 - i) New skate boards waiting fixing. Cllrs Burt and Foster could not see major problems but will meet Handyman on site to look at outstanding work.
 - ii) Fencing at Parks and rear of Hall needs welding to make theft proof. Need to find a welder to undertake work.

Action: Councillors to find suitable welder to carry out this work

- iii) Automatic closer on children's play area requires part ordering and old spring removing/replacing. Cllr Burt will remove spring and try and get replacement.

Action: Cllr Burt to remove spring and get replacement.

- iv) Soft play surface needs filler.

Action: Clerk to obtain quotation from Fenland Leisure. The work will need to be carried out in dry and warm weather, not Winter.

- v) Skate park aluminium edgings need removing, straightening and re-fixing – Cllrs Foster and Burt to meet Handyman.
- vi) Pigeons on play equipment – deterrents in place.
- d) Fence r/o Hall – Posts have been re-cemented in. Paint purchased. Just waiting for welding to take place then will paint.
- e) Rights of Way Working Group – Advert for this and History Group will be in Parish News in November
- f) Speed Watch - Clerk – letters for crime checks written but need delivering.
- g) Changing room ceiling repair - Agreed that Handyman will be asked to brush clean and emulsion this part and also paint tea room.
- h) Changing room – electrical test still required. Need Electrician with Commercial insurance cover and NICEIC qualified. Clerk to write to Electrician who fitted boiler and get them to put right the outstanding work. Then Clerk to ask DJL Electrical Services to carry out electrical test on all wiring in the Changing Rooms.

Action: Clerk to contact Mr Keens and then DJL.

- i) Tree surveys – Clerk asked exactly which trees need surveying. A quotation could not be requested without more information. It was agreed to get Chris Hotson to meet Cllr Burt and look at both sites and get his advice. Could cost £300 – 400.

Action: Clerk to contact Chris Hotson in first instance then Cllr Burt to arrange meeting.

7. CORRESPONDENCE RECEIVED

19 items of correspondence had been received.

Item 3 – Bowls Club asking if a yellow cross hatched area could be put alongside the railings near the Club. Agreed that Handyman would assist someone from Bowls Club to do this and also hatch in front of Boiler Room.

Clerk to organise materials ready for warm dry day.

Item 12 – SAM2 speed sign. All happy to go ahead with Bid for 50:50 funding from NCC. The Clerk advised that as she was retiring this was something the councillors would have to deal with. Deadline for submissions for 18/19 is 11th December 2017

Action: Cllr Burt to lead on this project.

Item 19 – Junior Football Club stating pitches are not being maintained at required level.

Action: Clerk to ask for clarification. Then Cllr Lamb and another Cllr would meet the JFC to discuss.

The Clerk reported a late item had been received from NALC requesting replies to consultations on a cap to PC Precept Rises and a Data Protection Bill. Cllr Mrs Leamon took away hard copies to read through.

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 October 2017

Community Account	£29,878.18
Business Saver Account	<u>£60,778.19</u>
	£90,656.37

The balance was noted

b) To note Quarterly Financial Projections (ending 30 September)

The projections were noted.

c) Petty Cash (Cllr Mrs Summers)

Cllr Mrs Summers proposed that up to £100 be allowed as a cash float for the new Clerk if required. This was seconded by Cllr Burt with all in favour.

d) To Consider payment of invoices

103508	Mr J Pressling – Groundsman October 2017	£ 159.30
----	Mr A Hara – Handyman October 2017 – no pay	£ 0.00
103509	Mrs J Close – Clerk Salary October 2017	£ 494.68
103510	Mr P Jackson – temporary Handyman October 2017	£ 209.08
103511	Mrs J Close – Clerk Expenses	£ 75.67
103512	Mrs J Close – Pigeon spikes and fixing silicone	£ 75.48
103513	Mr P Jackson – mileage	£ 12.60
DD	HMRC September deductions DD	£ 126.80
DD	E-ON – October Electricity DD	£ 118.00
103514	Westcotec – Street light maintenance October 2017	£ 120.92
103515	CGM Group – grass cuts September	£ 119.88
103516	Stephenson Smart – PAYE matters to 5/4/17	£ 300.00
103517	P Janz, Janz Electrical – immersion heater timer	£ 69.70
103518	CPRE – annual subscription	£ 36.00
103519	Hodson Office Supplies – boxes for files	£ 27.59

The payment of the above invoices including the late Hodson invoice were proposed by Cllr Mrs Leamon and seconded by Cllr Mrs Summers with all in favour.

It was noted that only one of the 3 signatories was present at the meeting meaning a delay in the issuing of cheques for salaries and services. It was agreed by all present to Cllr Burt replacing Cllr Thrower on the signatory list.

Action: Clerk to obtain paperwork from Barclays and process this amendment.

e) To note monies received

12/09/17	Social Club – Inv 17/12 – Anglian Water Apr – Aug 17	£ 236.85
15/09/17	Village Hall – Inv 17/10 – Hall fence contribution	£ 718.22
22/09/17	Bowls Club – Inv 17/13 – Anglian Water Apr – Aug 17	£ 25.44
22/09/17	North Runcton PC – Inv 17/11 – NP Flyers contribution	£ 90.96
27/09/17	NCC – Recycling credits	£ 244.06
02/10/17	Barclays – interest	£ 12.90
09/10/17	J Whatley –Inv 17/16 Senior FC – match fees interim invoice	£ 114.99
10/10/17	Village Hall – Inv 17/14 – Anglian Water Apr – Aug 17	£ 146.80

The income was noted.

10. PLANNING CONSULTATION

- a) New Planning Application Consultations received from Borough Council/NCC
17/01786/f – Retention of refurbished and extension of single storey bungalow at 4 Silvertree Way, West Winch
- b) Notices of Decision by Borough Council / County Council
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, BC - REFUSED**
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. BC - PERMITTED**
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. BC PERMITTED.**
17/01641/F – single storey flat roof rear extension at Saxon House, 256 Main Road, West Winch **PC – SUPPORTED. BC PERMITTED**

11. WORKING GROUP CHAIR REPORTS

a)	Planning	Cllr Mrs Summers reported that the Neighbourhood Plan had been adopted by the Borough Council
b)	Finance	Nothing to report
c)	Playing Fields	Nothing to report
d)	Street Lighting	Nothing to report
e)	Consultation	Nothing to report
f)	Health & Wellbeing	Nothing to report

12. MEMBERS' MATTERS

A member advised on the West Norfolk Housing Advice Service.

It was noted that there is a hole in the car park at the corner of the Bowls Club. Cllr Burt to speak to the Handyman.

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 16th November 2017 at 7.30pm.

15. CLOSE OF OPEN MEETING - the meeting closed at 20.33 hours..

Signed _____

Date _____