

## WEST WINCH PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING HELD ON 16<sup>TH</sup> NOVEMBER 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, Cllr J Lamb, Mrs J Close (Clerk), one resident, County Councillor Ms A Kemp

#### 1. **REPORTS FROM OUTSIDE REPRESENTATIVES**

County Councillor Miss Kemp – Spoke about: Bus Contract – still some problems. Full free pass not available before 9.30am. Other villages have had negative bus changes as well. County Council Budget – consultations underway. Comments required. West Norfolk Carers – are at risk. £53K taken away from them by NCC. Telephone counselling offered which is no use for this area. Transport Study – parameters queried. Traffic surveys Spring 18. It was “implied” by BC that this will cover all new development planned. A question was asked regarding the Infrastructure Delivery Plan as Hopkins intend to build at A10 end of site first. This is ridiculous.

There were no Borough Councillors or Police present.

#### 2. **PUBLIC PARTICIPATION**

A resident had recently moved into village, just off Eller Drive. He thought the road was used as a race circuit during evenings and weekends. The playground in Leete Way is full of glass and wood and there is dog mess on the grass. The County Councillor has contacted Clean-up@west-norfolk.gov.uk.

#### 3. **TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs S Watts, B Thrower, G Dell, D Burke, Borough Cllrs Gidney and Aota.

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

Cllr Mrs Summers declared an interest in a payment on the agenda and the Declarations Book was duly signed.

#### 5. **TO CONFIRM MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> OCTOBER 2017** It was proposed by Cllr Mrs Summers that the minutes of the Meeting held on 19<sup>th</sup> October 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 – None
- b) Table tennis – funding – remove from future agendas
- c) Skate Park and Children's Play Area – H&S
  - i) New skate boards waiting fixing. Clerk meeting a representative from Fenland Leisure and will ask him to look at this project as well.
  - ii) Fencing in play areas and r/o Hall need welding to make theft proof – Cllrs to find welder
  - iii) Automatic closer on children's play area requires a spring ordering and old spring removing – Cllr Burt to sort this
  - iv) Soft play surface needs filler – Clerk meeting representative from Fenland Leisure
  - v) Skate park aluminium edgings need removing, straightening and re-fixing – dealt with. Remove from agenda
- d) Fence r/o Hall – Waiting welding (see ii) above) and then will be painted by Hall Committee
- e) Rights of Way Working Group and History Group– no update available. Clerk has started to add information/photographs to website
- f) Changing room ceiling repair - completed
- g) Changing room electrics – Clerk wrote to Mr Keens re problems. - he is speaking to his electrical sub-contractor) Then Electrical test is required by Electrician with Commercial insurance cover and NICEIC qualified (Clerk has details of the Electrician the Hall uses for PC to contact at suitable time)
- h) Tree surveys – waiting Cllrs to meet Chris Hotson to determine which trees need surveying. Have asked Cllr Burt to contact Chris.
- i) Complaint re. condition of football pitch – Clerk has sorted this out
- j) SAM2 Speed Device – Partnership Bid form to be completed and returned to NCC by 11 December. Information passed to Cllrs Foster and Burt

- k) Financial Risk Assessment for adoption – Cllr Lamb leading on this. To go to January meeting for adoption. Copy emailed to all councillors..

## 7. CORRESPONDENCE RECEIVED

Fifteen items of correspondence had been received.

Item 6 – The temporary Handyman is unable to continue covering for Mr Hara beyond November. Mr Hara due back 3<sup>rd</sup> December. He will need a Return to Work Certificate and a return to work interview.

*Action: Clerk to email Mr Hara with this information and ask him to ring Cllr Burt.*

Item 14 – The Clerk reported an anonymous letter received regarding the locked gateway between The Clappers and Olympic Carpets. The Clerk reported she had spoken to the BC who had done a full planning search for her. The condition relating to the gate cannot be enforced.

*Action: Clerk to contact PROW Officer at NCC and see if he/she can assist*

Item 15 –Alleyway Archdale Close to A10. The Clerk reported a resident had complained about dog mess in this alleyway and after investigation discovered the alleyway was owned by No 35 Archdale Close which used to be a shop. The alleyway has to be open to the public although privately owned. There is nothing the PC can do about this. Both NCC and BC refuse to clean up this private area.

## 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 2<sup>nd</sup> November 2017

Community Account	£28,400.48
Business Saver Account	£60,790.68
	£89,191.16

The balance was noted

### b) To consider payment of invoices

103520	Mr J Pressling – Groundsman November 2017	£ 159.30
	Mr A Hara – Handyman November 2017 – no pay	£ 0.00
103521	Mrs J Close – Clerk Salary November 2017	£ 494.88
103522	Mr P Jackson – temporary Handyman November 2017	£ 209.08
103523	Mrs J Close – Clerk Expenses	£ 166.75
103524	Mr P Jackson – mileage	£ 28.80
DD	HMRC October deductions DD	£ 127.00
DD	E-ON – November Electricity DD	£ 121.94
103525	Westcotec – Street light maintenance November 2017	£ 120.92
103526	Middleton & District Royal British Legion – Poppy Wreath	£ 35.00
103527	CGM – grass cuts	£ 105.48
103528	CGM – grass cuts	£ 14.40
103529	Land Registry – copy of title deed plan	£ 7.00
102530	Mrs M Summers – copy of title deed and car parking	£ 8.50

The Clerk drew councillor's attention to the last 2 late items. Cllr Mrs Summers took no part in the debate or voting as the last item was for expenses she had incurred. It was proposed by Cllr Burt that all the above invoices be paid and this was seconded by Cllr Lamb with all others in agreement (Cllr Mrs Summers abstained).

### c) To note monies received

01/11/17	Barclay interest	£ 12.49
04/11/17	KL Comm. Football Inv 17/17 – keys / changing room cleaning	£ 22.00

The income was noted.

### d) To agree that the Finance Working Group can authorise payment of invoices for December in the absence of a Parish Council meeting.

It was agreed by all present that the Finance Working Group could authorise next month's invoices in the absence of a PC meeting. The Clerk reported that there would be a payment going to the Hall for the PC donation towards the replacement windows and this was agreed.

## 10. PLANNING CONSULTATION

- a) New Planning Application Consultations received from Borough Council/NCC  
17/01786/F – Single storey canopy ancillary to existing operations at Coolstak, Lynn Road, West Winch **PC NO COMMENTS TO MAKE**
- b) Notices of Decision by Borough Council / County Council  
17/01786/F – Retention of refurbished and extension of single storey bungalow at 4 Silvertree Way, West Winch. **PC SUPPORTED. BC PERMITTED**  
17/01533/F – Mobile catering unit (retrospective), Engine Shed, 1 Garage Lane, Setchey **PC NO OBSERVATIONS. BC PERMITTED with opening time restrictions**  
17/01652/F – Extension and roof space conversion with garage at Roselea, Millfield Lane, West Winch **PC SUPPORTED. BC PERMITTED**  
17/01659/F – Single storey extension Meadowview, Commonsides, West Winch **PC SUPPORTED. BC PERMITTED**

## 11. WORKING GROUP CHAIR REPORTS

a)	Planning	Cllr Mrs Summers reported that she had attended a meeting at the BC regarding West Winch Growth Area Infrastructure Delivery Plan. Consultants had looked at viability of land being developed with the relief road being built piecemeal. The BC are consulting with landowners until 21 <sup>st</sup> November. Final Plan will be hopefully prepared and re-consulted on. They expect 50 – 80 dwellings to be built each year. Want to start on the A10 side. It was claimed that the NP has added £700,000 to the cost of building.
b)	Finance	Cllr Lamb has correspondence relating to funding from Tesco
c)	Playing Fields	Oak tree – Cllr Burt had tightened straps but there is no need for taller or second stake.
d)	Street Lighting	Nothing to report
e)	Consultation	Disqualification – no comments. Power Station – Cllr Mrs Leamon working on this consultation
f)	Health & Wellbeing	Nothing to report

## 12. MEMBERS' MATTERS

A member advised that there is a public consultation on how patients would like to contact their GP surgery.

It was thought worthwhile for the PC to buy a laptop for the new Clerk. It was agreed that Cllrs Foster and Mrs Summers purchase a laptop (and printer if necessary) along with a maintenance agreement.

The Clerk had listed items which the councillors needed to be aware of in the short term when she retired and these matters were noted. She was due a couple of week's holiday but agreed to work those hours in December and be paid holiday pay via the January payroll run in lieu.

The Chairman thanked the Clerk for all her hard work over the last 7 years and a bouquet of flowers was presented to her by the Vice Chairman.

## 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 18<sup>th</sup> January 2018 at 7.30pm.

## 15. CLOSE OF OPEN MEETING - the meeting closed at 21.05 hours.

Signed \_\_\_\_\_

Date \_\_\_\_\_