

## WEST WINCH PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING HELD ON 18<sup>TH</sup> SEPTEMBER 2018 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

**PRESENT:** Cllr P Foster, Cllr Mrs J Leamon, Cllr J Lamb, Cllr B Thrower, Cllr D Burke, Mrs S Watts (Clerk/RFO), County Councillor Ms A Kemp, Two Residents representing the Football Club

#### 1. REPORTS FROM OUTSIDE REPRESENTATIVES

County Councillor Report – Police Commissioner and the Fire Service – The Public consultation is now closed. County council are worried about the closing of fire stations and the loss of three full size fire engines which has not been risk assessed.

Beat Manager – have the Parish Council received any information about where to go for support since the PCSO's have been abolished – no information has been sent out. Not much support was ever given so no difference has been noticed. If the Police and crime commissioner cannot manage the transfer of PCSO's, how will he manage the fire station.

Cllr Mrs J Leamon arrived 7.32pm

There are concerns over the potential loss of 17 Police Stations. The fire Station and County Council are both against the Police Commissioner taking over the fire station

Cllr D Burke arrived 7.34pm

Transport Plan – Traffic studies has been carried out but it is very vague and nothing will draw up until January – trying to keep the ferry running CC Ms A Kemp has contacted Defra about a grant for fund leader but the grant doesn't include West Lynn as it is not classed as a village it is part of the town. Pedestrian and cycling study not included in the report CC Ms A Kemp has requested a copy and will email it to everyone.

Children Centres — There are 56 Children Centre NCC want to get rid of 54 of them. Community will have to run the services themselves. Information will have to be accessed through the internet which some people may not have access to. It was meant to be a universal service but it will now be means tested. The children's centre at Terrington will stay as it is still in lease and there is car parking for staff. It is suggested that Village Halls could be used instead of dedicated centre. The consultation will end on the 9<sup>th</sup> November

*Action - respond to consultation.*

It was commented on that there is a Borough Councillor representing West Winch claiming £2785 per meeting as they have only attended two meetings in a year.

There were no Brough Council or Police reports.

There were no Police present.

#### 2. PUBLIC PARTICIPATION

None

#### 3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr T Gibson, Cllr G Dell, Cllr P Burt.

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

None

#### 5. TO CONFIRM MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> JULY 2018

It was agreed that the minutes of the Meeting held on 19<sup>th</sup> July 2018 be signed as a true copy. The minutes were duly signed by the Chairman.

#### 6. TO REPORT MATTERS ARISING

a) Co-option of residents onto the Parish Council – None

b) Skate Park and Children's Play Area – H&S

i) Automatic Closer on Children's Play Area – The quote that was given for the automatic closing gate was incorrect and another £350 would need to be added on top of the original quote. Cllr B Thrower will look into the quote further and try to get some other quotes.

c) Changing room electrics – Cllr P Foster has tried to contact electrician with no answer – *Clerk to continue to try to contact electrician and arrange a meeting.*

d) Changing room Toilet Cubicle – Moved to closed session as contains quotes

e) Area outside the changing rooms – Moved to closed session as contains quotes

f) SAM2 Speed Device – a gentleman from NCC is meeting with Cllr P Foster, Cllr J Lamb and Clerk Wednesday 19<sup>th</sup> September to discuss which post the signs can go on.

- g) Village directory – Clerk has contacted the company about on-going cost, as long as we were to do the work ourselves there would be no ongoing cost for the online version of the directory. However, after looking at the quote it was agreed the clerk would get a few more quotes for printing. *Clerk to get more printing quotes.*
- h) William Burt Car Park – Clerk has spoken to PC Allen there is no more they can do other than drive by the car park when he is on duty to check there is no trouble. There was a complaint made by the Groundsman regarding the amount of nitro's oxide canisters left in the car park on Friday 14th September, Police have been called before regarding the canisters but it is only illegal if the person taking it drives within 30 minutes.
- i) CCTV – Clerk read out what would be needed if the Parish Council were to go ahead with CCTV for the car park. The Parish Council would need to register with the Information Commissioners Office to explain why CCTV is required. Sign would need to be clearly displayed and it would need to be decided who would have access to the CCTV images. Cllr D Burke explained about the two CCTV options he had researched. It was decided this information would be emailed to all Cllrs before the next meeting so a decision could be made at the next meeting.
- j) Allotments – clerk is still to contact Zurich
- k) Speed watch – the number has been reduced from a minimum of 6 people required to 3 people *Clerk to contact people previously interested.*

## 7. CORRESPONDENCE RECEIVED

There were 68 items of correspondence

Item no. 23 – War Memorial Cleaning grant - Signed by Cllr P Foster

Item no. 48 - Winter gritting contract agreement for the Village Hall. An agreement was never signed so this cannot be enforced. A meeting to be arranged with the Village Hall Committee. *Clerk to arrange meeting.* Contract to be signed and emailed back. *Clerk to sign and send back.*

Item no.55 – Social Club Ground Rent Sensitive information to be discussed in closed session.

Item no. 57 – Speeding cars on Back lane discussed earlier with SAM2 devices

Item no. 65 – Football Club have asked for hooks to be put up, if they can install a boot brush and to paint the goal post. This was all agreed to.

## 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) To note Balance of accounts as 10<sup>th</sup> September

Community Account	33,668.31
Business Saver Account	<u>60,926.48</u>
	94,594.79

The Balance was noted.

### b) To Note the Quarterly Financial Projections

The projections were noted.

### c) To Consider Payment of invoices

103644	Mr J Pressling – Groundsman September 2018	<b>£167.65</b>
103645	Mr A Hara – Handyman September 2018	<b>£278.60</b>
103646	Mrs S Watts – Clerk Salary September 2018	<b>£481.77</b>
103647	Mrs S Watts – Clerk Expenses	<b>£20.74</b>
103648	Mr A Hara – mileage	<b>£9.45</b>
DD	HMRC August deductions DD	<b>£2.00</b>
103649	Westcotec – Street light maintenance September 2018	<b>£120.92</b>
103650	CGM – Grass cutting	<b>£265.08</b>
DD	E-on – September	<b>£138.58</b>
DD	Anglian Water – 16/05/18-09/08/18	<b>£567.60</b>
103651	PKF Littlejohn LLP – AGAR Year end March 2018	<b>£240.00</b>
103652	Hodson Office Supplies	<b>£59.30</b>
103653	SLCC – CiLCA Registration	<b>£250.00</b>
103654	Petty Cash Top up	<b>£100.00</b>

It was proposed by Cllr J Lamb that all the above invoices be paid and this was seconded by Cllr B Thrower with all others in agreement.

**d) Invoices paid in August**

103636	Mr J Pressling – Groundsman August 2018	<b>£167.65</b>
103637	Mr A Hara – Handyman August 2018	<b>£308.81</b>
103638	Mrs S Watts – Clerk Salary August 2018	<b>£481.77</b>
103639	Mrs S Watts – Clerk Expenses	<b>£24.34</b>
103640	Mr A Hara – mileage	<b>£4.95</b>
DD	HMRC June deductions DD	<b>£1.80</b>
103641	Westcotec – Street light maintenance August 2018	<b>£120.92</b>
103642	CGM – Grass cutting June	<b>£132.54</b>
DD	E-on - July	<b>£134.12</b>
DD	E-on – August	<b>£138.58</b>

The Invoices paid in August were noted

**e) To note monies received in August and September**

01/08/18	Interest	<b>£12.51</b>
30/07/18	NCC – Bottle Bank Recycling Credit	<b>£111.34</b>
14/08/18	NCC – Bottle Bank Recycling Credit	<b>£172.46</b>
03/09/18	Interest	<b>£22.03</b>
10/09/18	Kings Lynn Soccer School – inv 18/15	<b>£50.00</b>

The income was noted.

**f) To Note Petty Cash spent in August and September**

14/07/18	Stain for benches	<b>£7.99</b>
30/07/18	Refuse Sacks	<b>£4.00</b>
30/07/18	Ball Valve	<b>£6.58</b>
11/08/18	Combination Locks	<b>£11.98</b>
17/08/18	Stamps	<b>£13.92</b>
25/08/18	Garden Sacks	<b>£2.00</b>
24/08/18	Printer Ink	<b>£30.66</b>
01/09/18	Toilet Seat	<b>£12.00</b>
03/09/18	Refuse Sacks & Handwash	<b>£17.48</b>
	<b>Total Remaining</b>	<b>£96.37</b>

The Petty cash spent was noted

**10. PLANNING CONSULTATION**

- a) New Planning Application Consultations received from Borough Council/NCC  
**18/01308/RM** – construction of a dwelling at Land West of 24A Back Lane, West Winch  
**18/01315/F** – Single storey extension – 5 Blick Close, West Winch **Application withdrawn**  
**18/01577/F** – construction of a single detached dwelling and garage at land south of Ladysmith Cottages – 15A Chapel Lane, West Winch. **PC Supports**
- b) Notices of Decision by Borough Council / County Council  
**18/00995/F** – Proposed development of three dwellings – Miller Chicken Farm, 80 Main Road, West Winch – **BC Permitted**  
**18/00796/F** – Two Storey side extension, a detached garage and hard standing in front of the dwelling – 26 Fir Tree Drive, West Winch – **BC Permitted**  
**18/00157/NMA\_1** – Non-material amendment to planning application 18/00157/F, 70 Main Road, West Winch – **BC Permitted**  
**18/00988/F** – Variation of condition 2 of planning permission 17/0165/F – extension and roof space conversion with detached garage and general landscaping finishing's - Roselea millfield Lane, West Winch – **BC Permitted**  
**18/01056/F** – Conversion of garage roof to provide additional living accommodation – 8 The Paddocks, Setchey – **BC Permitted**

11. **WORKING GROUP CHAIR REPORTS**

	Planning	None
	Finance	None
	Street Lighting	None
	Consultation	<b>Minerals and Waste plan</b> comments sent in by Cllr Mrs J Leamon. No sites have been allocated for Minerals and Waste the wording has been left so fluid that they could put it on any of our industrial sites but it would still have to go through planning. County Councillor Ms A Kemp has sent in a complaint. <b>Gambling Act</b> Cllr Mrs J Leamon will go through
	Playing Fields and Maintenance	Leaf Blower to be moved to next meeting. Grass cutting can still be a problem sometimes with it not being cut properly. Grass cutting is dictated by CGM we cannot request when we want the grass cut. If complaints are received we will complain to CGM.
	Health & Wellbeing	None

12. **MEMBERS' MATTERS**

Cllr B Thrower The trod has not been cut yet this year.

Cllr P Burt regarding over hanging trees on the A10, trees need to be confirmed – passed on by Cllr Thrower.

Cllr D Burke – Complaints about the Car park the Parish Council can write to the Police and Crime commissioner and request for the car park to be patrolled also could ask an armed response vehicle to sit in the car park when they are in the area. If there are anymore complaints about the car park the clerk is to write to the Police and Crime commissioner.

Cllr Mrs J Leamon – Would like a list of all outstanding job such as registering all footpaths by a certain date.

Does the sound system need to go on next month agenda?

The war memorial to be cleaned. This has already been arranged.

CPRE clean up in September is anyone going to organise.

Footpath on A10 cannot be found.

Clerk – Car Park in Leete Way is very overgrown and needs clearing – *Clerk to contact Borough Council to get them to clear the space.*

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** – Tuesday 16<sup>th</sup> October 2018 at 7.30pm.

15. **CLOSE OF OPEN MEETING** - the meeting closed at 20.30. A CLOSED SESSION followed to discuss Quote for toilet cubicle in football changing rooms, Quote for concreting the area outside the football changing rooms, Village Hall and Social Club Ground Rent. - the meeting closed at 21.00 hours.

16. **CLOSED SESSION**

“That under section 100(A)(4) of the local government act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 12A to the act”

Signed \_\_\_\_\_

Date \_\_\_\_\_

