

WEST WINCH PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON 16TH APRIL 2019 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH

PRESENT: Cllr Mrs J Leamon, Cllr J Lamb, Cllr G Dell, Cllr B Thrower, Cllr T Gibson, Cllr P Burt, Cllr M Everitt, Mrs S Watts (Clerk/RFO), County Councillor Ms A Kemp, Amanda Driver (to discuss CIL payment) and 2 members of the public

1. REPORT REGARDING CIL PAYMENT

A CIL payment will be made to West Winch Parish Council for the amount of £1590, this money can be spent on supporting infrastructure. Information has been given to the clerk and Amanda is available to contact for support. The CIL money must be spent within 5 years and a report must be completed.

Amanda leaves at 19.55

2. REPORTS FROM OUTSIDE REPRESENTATIVES

County Council Report – The County Council is going back to a cabinet system. So, items will not be debated.

SAM 2 Funding – This has been discussed and agreed subject to funding from the camera safety project.

Bus timetables – there has been problems with getting the bus timetables put into the notice boards. Sometimes parish councils will adopt them and take control of putting the timetables in and the maintenance. This was discussed and the council are concerned with the cost that could be involved in taking them over. Cllr Ms A Kemp will find out more details.

Health – problem with registering with NHS dentist. People are being sent all over the county to be able to use an NHS Dentist. Problems with children with autism leaving schools as there is not the support in school for them.

3. PUBLIC PARTICIPATION

One member of the public wanted to discuss:

The dying Oak tree There is a small amount of growth on it. Could the handyman try watering the tree and see if it recovers.

The Pound – This will be discussed in item 6d later in the meeting.

Village Windmill – The windmill sails were never put back up and it is looking unkept. This is privately owned but public money has been put into it. *Clerk to look into possible funding for getting the sails back up.*

The brick compound – could this be tidied up – *Cllr Burt will discuss with the handyman*

4. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies have been received and accepted from Cllr P Foster

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

None

6. **TO CONFIRM MINUTES OF THE MEETING HELD ON 19TH MARCH 2019** It was proposed by Cllr Gibson and seconded by Cllr Lamb that the minutes of the Meeting held on 19th March 2019 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Vice-Chairman.

6. TO REPORT MATTERS ARISING

- a) Co-option of residents onto the Parish Council - None
- b) Speed Watch – Clerk still waiting for anymore responses. It is advertised on website, Parish Mag and Notice Boards – We now have 2 Volunteer's but still need more
- c) Self-closing gate installation – Cllr Thrower – quotes have been sent and will be discussed in closed session.
- d) The Pound Watering Lane – Cllr Burt will discuss this with the commoners and try to get a contact for Zurich.
- e) Annual Residents Meeting – This was a very successful evening. However, most of the people who attended where part of a group or organisation. This will be put on the agenda in November to see if we can find a better way to advertise for next year.
- f) Setchey Village Sign – Cllr Thrower is trying to find out a rough estimate for a new sign. Moved to next meeting.

- g) Skate Park – Half Pipe need repairing the rivets are loose – Cllr Burt and Cllr Thrower have met with a company. This will also be discussed in closed session.
- h) To Discuss inviting Borough Council Planning to a Parish Meeting – Cllr Gibson. All Cllrs in favour – Clerk will contact Borough Council
- i) To discuss creating a Facebook account for the Parish Council – Cllr Everitt. – All Cllrs agree this would be a good idea and will give more chance of letting the community know what is happening in the village – Cllr Everitt will look into how to set up the Facebook page and Clerk will look into rule and policies required.

7. CORRESPONDENCE RECEIVED

There were 58 items of correspondence

Item 52 – the clerk has been contacted by the charity Scope asking if a clothes bin could be put in West Winch. This was discussed by the Cllrs and agreed this would not be possible. – *Clerk to email to let them know.*

Item 57 – The Social Club lease has now been amended to include monthly payments.

Item 58 – The church fete would like to use a small area of the playing field for outdoor games – this was discussed by Cllrs and all agree this would be ok.

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.

Comments from the residents meeting have been sent to Keir regarding their Stake holder consultation for cycle ways on A47 and A10

9. ACCOUNTS & FINANCE

a) To note Balance of accounts as 8th April

Community Account	£ 8,046.62
Business Saver Account	<u>£ 71,066.84</u>
	£ 79,113.46

Note: £10,000 moved from Community Account to Business Savers Account

The balance and transfer of money between accounts were noted.

b) To Consider Quarterly Financial Projection

The Financial projection were noted

c) To consider payment of invoices

103732	Mr J Pressling – Groundsman April 2019	£176.48
103733	Mr A Hara – Handyman April 2019	£268.53
103734	Mrs S Watts – Clerk Salary April 2019	£494.30
103735	Mrs S Watts – Clerk Expenses	£27.04
103736	Mr A Hara – Travel Expenses	£2.25
DD	HMRC March deductions DD	£1.80
103737	Westcotec – Street light maintenance March 2019	£120.92
DD	E-on – April	£171.10
103738	William Burt Social Club electricity recharge 18 th Feb – 18 th March	£63.50
103739	CGM Group – Grass cutting March	£132.00
103740	BCKLWN – Hire and empty of waste container	£1106.75
103741	Stephenson Smart – Payroll to April 2019	£326.40
103742	URM – Empty bottle bank	£45.00
103743	Bowls Club Shirt Donation	£100.00
103744	NALC – Annual Subscription	£483.04

Three additional invoices received Stephenson Smart, URM and Norfolk ALC

It was agreed to pay all above invoices including the three late invoices.

d) To note monies received

01/04/19	Interest	£20.74
29/03/19	Social Club – Ground Rent - Bacs	£260.00
02/04/19	Social Club – February Gritting – inv 18/34 - Bacs	£155.00
	Total Income	£435.74

Monies received were noted

e) To Note Petty Cash spent

01/04/19	Car Parking	£2.80
	Total Remaining	

Petty Cash spent was noted

At the end of the meeting the Vice Chairman Counted petty cash and signed to agree correct.

11. PLANNING CONSULTATION

a) New Planning Application Consultations received from Borough Council/NCC

19/00411/F – First floor extension with rear dormer window and associated internal alterations – Ibstocks 21 Gravelhill Lane, West Winch - PC Support

19/00430/F – Extension and alterations to bungalow and construction of garage after removal of existing garage – 5 Gravelhill Lane, West Winch – PC Support

19/00435/F – Alterations to the existing building to accommodate increased floorspace, creation of offices, café, bar and lounge seating with associated external landscape works – B E Beers of Europe, Garage Lane, Setchey. – PC Support.

b) Notices of Decision by Borough Council / County Council

19/00104/F – Alterations and replacement garage – Elyards Farm 18 Back Lane, West Winch – PC Support – BC Permitted

11. WORKING GROUP CHAIR REPORTS

Planning	Transport study that Cllr Gidney was going to send to clerk has still not been received. – <i>Clerk to Chase Cllr Gidney.</i> The Parish Council have been invited to attend a meeting with WSP regarding the design of the road on the 24 th April any Councillors who wish to attend are to let the clerk know.
Finance	None
Street Lighting	None
Consultation	Local Plan Consolation deadline for comments to be in is 29 th April.
Playing Fields and Maintenance	The Showers in the changing room are taking up to 3 hours to reach 60 degrees which is required for sterilising. It did not take this long before the boost button was installed. <i>Clerk to contact Electrician.</i>
Health & Wellbeing	None

12. MEMBERS' MATTERS

Cllr Dell sends his apologies for the next meeting.

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 21st May 2019.

15. CLOSE OF OPEN MEETING - the meeting closed at 21:00

16. CLOSED SESSION

A closed session followed regarding the quotations for gate and skate parks.

“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 _____