

WEST WINCH PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON 16TH JULY 2019 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH STARTING AT 19.30.

PRESENT: Cllr J Lamb, Cllr T Gibson, Cllr M Everitt, Cllr Mrs J Jackson, Cllr P Jackson, Cllr D Skerritt, Cllr B Thrower, Cllr G Dell, Cllr Mrs M Summers, Mrs S Watts (Clerk/RFO), County Councillor Ms A Kemp, Borough Councillors Cllr S Nash and 1 member of the public

1. **REPORTS FROM OUTSIDE REPRESENTATIVES**

Borough Council reports – Cllr S Nash – the building of a two-screen cinema in the corn exchange. Cllr S Nash is concerned about how this will affect the majestic cinema.

Brick kiln at South Lynn - there is discussion on whether or not it should be kept. Cllr Gibson suggests that it should be kept and that the Borough Council have not properly maintained it.

Metacre site - Currently the application is invalid. Metacre have gone away to get an environmental report before proceeding. The LPA officer that was spoken to was uncertain as to the time limit on an invalid application and will contact Cllr S Nash in due course.

Eastview Park Homes - This development is regulated under a Housing Standards multi-occupancy licence but this licence only regulates the amenities upon the site such as parking, unit spacing, boundaries etc. Eastview Park Homes encompasses three sites over two addresses, those being an existing use caravan park which includes a proposed dwelling plot at No 84 and then the former Miller Chicken Farm at No 80.

The existing caravan park at No 84 has been subject to five planning applications since 2004. Subject to an appeal, the proposed plot for a large house at the front of the development appears to have been superseded resulting in more park home units.

Lawful use certificate was originally used to put caravans at the back. The house at the front went to appeal. This goes against the borough council's own policy about allowing access on to the A10 but when it has gone to appeal the planning inspector has found it to be satisfactory. As part of the letter of objection the parish council have asked for condition should it be approved such as proper landscaping to match what was originally there.

The Winch development, - Tree protection plan attached to planning application 15/01053/FM, drawing No. WWTRP-MAY15. The plan appears to protect only those trees to the southern boundary of the development. A letter has been sent asking about the trees could Cllr S Nash speak to Richard Fisher to ask them to check that no more have been removed.

Borough Councillor P Gidney was unable to attend the meeting but he did send a report containing the following information.

I apologise for not being available this evening, but there is a clash of meetings and tonight I am speaking against a development in a countryside location when better sites are available. I will tell you how it went as it to me emphasises the need for future development to consider not only the wildlife mitigation proposals which have been delayed by the Brexit debacle but sustainability issues, the life of the project and safety issues.

One area of concern is the life of a building, Victorians built houses and schools which have in many cases survived a century in good condition because they so often built with care, and they relied on coal fires we now look at heating in context with future CO2 emissions in context with climate change.

For new houses the Government intends to 'ban' oil and gas heating in 2025 but look at other methods of heating. So far these are based on electric methods such as air sourced and ground source heat pumps with high insulation; but it is now that we should be looking hard at future options. The point here being the need to make buildings last, be efficient and well made with some degree of flexibility such that if a new heating system is proposed then the building can be adapted without knocking it about too much.

Kings Lynn Transport Study, this is proceeding and I hope to be able to update you by the autumn. There are several aspects, air quality, smooth flow and reduced delay, cost of improvements, and again sustainability. Some of these goals conflict and if air quality is an issue then the densest areas need to have a reduction of traffic flow which may introduce flows where some people may not like it. I expect the proposals when they come will lead to much debate.

I have asked that when the study comes back to us there are choices which comprise sets of measures and their potential benefits so we can openly discuss these options; rather than a matrix of uncorrelated individual issues which is where we are now.

West Winch new road proposals. The meeting has been delayed....WSP have some additional work to do, I don't have a new meeting date yet.
For my own portfolio Project Delivery, I am in the process of revising with officers the relative importance of projects coming forward and with other cabinet members looking at the environmental credentials of what we do in the built environment.

2. PUBLIC PARTICIPATION

None

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies have been received and accepted from Cllr P Burt, Cllr R Shearn and Cllr Mrs J Leamon.

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

Cllr B Thrower declared an interest in Item 9i).

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 18TH JUNE 2019 It was proposed that the minutes of the meeting held on 18th June 2019 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Chairman.

It was also discussed about producing draft minutes. This is something that the council is not required to do but we feel that it would be of benefit to the public and give the council more transparency. It was proposed by Cllr D Skerritt and seconded by Cllr B Thrower that we give the draft minutes a trial and see how it goes. All were in favour.

6. TO ADOPT NEW STANDING ORDERS

It was agreed by all to adopt the new standing orders. *Clerk to put new standing orders on the website.*

7. TO ADOPT NEW FINANCIAL REGULATIONS

It was agreed by all to adopt the new financial regulations. *Clerk to put new financial regulation on the website.*

8. TO DISCUSS TERMS OF REFERENCE AND APPOINT A CHAIRMAN TO THE STREETLIGHTING AND HEALTH AND WELLBEING WORKING GROUP

All working group terms of reference have been accepted.

Streetlight working group – It was proposed by Cllr B Thrower and Seconded by Cllr J Lamb that Cllr G Dell be the chairman for the street light working group.

health and wellbeing – It was proposed by Cllr Mrs J Jackson and seconded by Cllr J Lamb that Cllr M Everitt be the chairman for the health and wellbeing working group.

9. TO REPORT MATTERS ARISING

- a) Speed Watch – The clerk has had no more responses regarding the community speed watch group. Confirmation for funding for the SAM 2 device has now been received so the device can be ordered. *Clerk to order SAM 2 device*
- b) The Pound Watering Lane – There is no update on this yet but Cllr T Gibson will hopefully hear from Houghton estate by the September meeting to hear if they still own the pound.
- c) Setchey Village Sign – there is still no update on this. It is suggested that the clerk look back at minutes from 2012 to find out how much the West Winch sign cost. A design will need to be put forward Cllr B Thrower will do some more research as to what could be on the sign.
- d) Skate Park and self-closing gate. – The work is now completed.
- e) To create a Facebook account for the Parish Council – our account has been disabled the clerk is working to get it re-enabled. The photos have been taken for the cover and profile photo ready for when it is re-enables.
- f) Sound System – The company who was contacted regarding a site assessment was too expensive. So some more research will need to be conducted regarding which will be the best system to use. The Borough Council have recently installed a new system so this could also be looked into. *Cllr D Skerritt and Cllr B Thrower will research*
- g) To discuss 75th Anniversary VE day celebrations May 2020 – It has been suggested that we could repair the brick compound outside the William Burt social club and turn this into a memorial rose garden with a plaque. A quote has been received this will be discussed in closed session. It is too early to know if the Borough Council will be providing any grants to help with this. More quote will be needed.

- h) To consider funding assistance for the Village Hall – The person who was involved in helping with funding for the Marshland village hall is happy to come and have an informal

i)

discussion with us regarding possible funding options for a village hall extension in the future early in September.

- j) To discuss possible street names for the Winch Development. - All the possible names that were put forward were discussed. It was decided that the war hero names could be used in the future if the larger development went ahead. It was decided that we would use Lemuel Burt Way as this shows the appreciation in remembrance that Lemuel Burt has put in the Village of West Winch for many years, they were the prominent Farmers in the area. Apart from being a well-known character Lem Burt served our Village for many years as a Parish Councillor and the Common Reeve, and the Chair of our local internal Drainage board, and as well as his Father they both held office on the National Farmers Union protecting our local interests. They are now in the fifth generation of this name in the Village. Lem was also one of the twelve founding members in 1973 of the Management Committee for the WBC. It was proposed by Cllr J Lamb and Seconded by Cllr P Jackson all were in favour.
- k) To discuss adopting the bus timetable cases – The bus company would change the timetable but would like us to adopt the cases. We are concerned about the cost of replacing the case if one was broken. It was proposed by Cllr Mrs J Jackson that we do not adopt the timetable case and this is seconded by Cllr J Lamb. All were in favour. *Clerk will try to find a contact name for the bus timetables.*
- l) To discuss possible uses for NCC partnership bid 2019/20. - It has been asked by a resident if we could consider putting a flashing 20mph sign near the school, there are also suggestions for a bus shelter on Hall Lane or another Trod to be put in at Setchey. These will be considered further at the September meeting. Deadline for the partnership bid is in December.
- m) To discuss installing a CCTV system. This is something to consider. It would need to be researched as to what we would require. Although if an extension to the village hall was to happen this could be carried out at the same time. The clerk has contacted the police and they have provided us with a list of companies that could advise us. If CCTV was to be considered the Social club and Bowls club would need to be contacted. *Clerk to contact companies.*
- n) To adopt changes to the Parish Rules – The use of drones and quad/scramble bikes have been added to the parish rules. It is proposed by Cllr J Lamb and seconded by Cllr P Jackson to adopt the new changes to the parish rules. This was agreed by all. *Clerk to put new parish rules on website and email the Village hall to inform them of the changes.*
- o) Combination locks and keys – There are two combination locks on the gates to access the playing field for vehicles. There are concerns whether the emergency services know the lock combinations. *The clerk will inform the emergency services to ensure they are aware.* There is also a post that needs a key to unlock it. *The clerk will try to locate a key.*
- p) To discuss the groundsman cleaning the swing seats three times a week. – this is discussed and it is decided to pay the groundsman an extra hour a week during the summer to clean the swing seats. *Clerk to update the groundsman's employment contract and job description.*
- q) To discuss a fete being held in the village hall on the 10th August. – This is discussed. There are concerns over clean up and as it is not a charity event it is felt there should be a charge to use the field as the football teams pay to use it. It is agreed to not allow them the use of the field on this occasion if they require the use of the car park for the car boot sale then PLI will need to be seen. *Clerk to send a letter informing the organiser of the decision.*

County councillor Ms A Kemp arrives 20.40

County Councillors report – Air pollution – None of the air quality management areas in Lynn are exceeding the annual mean for nitrogen dioxide which is 40mg per metre cubed but in some months Cllr Ms A Kemp says it does exceed this. The government does not pay for pm 2.5 partials monitoring in this area.

Willow site has been taken out of the waste plan but a gas fired will be put there. EP have not yet won their energy credits. They still have a few years to be able to build the power station. The new waste plan was published on the County council's website. There are not allocated sites for waste but there will be criteria. A piece of land that has been used for waste could be put forward for waste firms. It listed some forms of incineration. It has been taken up with Tom McCabe.

Fracking – the only area affected in Norfolk is west Norfolk and West Winch and Setchey in particular as there were oil fields at Setchey. County suggests it wouldn't be commercially viable to prospect, however, they have written a policy to say they would grant licences to prospect for shale gas if the impacts were not environmentally harmful. Where ever there have been previous prospects for fracking there have been earth tremors.

Fire service inspection report – found to be good for responding to fires and other emergencies and it was above expected at responding to _not fire emergency's where life might be at risk.

Question from Cllr D Skerritt from a previous meeting regarding the number of new police officers since the precept was released. There were 40 more police officers however, because of reductions the figure had to be adjusted for net increases Cllr Ms A Kemp is still waiting for the updated figure.

The museum service – there are school activities being run every day during the summer holidays between 11-3 Monday – Friday. dementia friendly coffee mornings at trues yard. A monthly coffee morning on a Wednesday 10.30 – 12 at the museum.

Garage Lane - Meeting with Cllr S Nash and the police regarding the cars parked on garage lane. Will need to investigate the ownership of the road as it does not belong to highways. There is no foot path and there is a dispute over boundaries. This is ongoing.

A discussion took place regarding caution sign at Setchey being removed a number of years ago. Cllr Ms A Kemp will contact highways.

10. CORRESPONDENCE RECEIVED

All correspondence received was forwarded to relevant councillors with the following brought to the councillor's attention.

1	ROSPA inspection has been carried out a copy of the report has been given to the Handyman and Chairman of the playing field working group.
---	--

11. CORRESPONDENCE SENT

One item of correspondence sent by letter/email/telephone was included.

12. ACCOUNTS & FINANCE

a) To note Balance of accounts as of Monday 8th July 2019

Community Account	£ 21,894.20
Business Saver Account	<u>£ 86,146.02</u>
	£108,040.22

The balance was noted

b) To Note the Quarterly Financial Projections

Quarterly financial projections were noted

c) To consider payment of invoices

103768	Mr J Pressling – Groundsman July 2019	£176.28
103769	Mr A Hara – Handyman July 2019 + 16 hours Overtime	£379.30
103770	Mrs S Watts – Clerk Salary July 2019	£494.30
103772	Mrs S Watts – Clerk Expenses	£16.69
103771	Mr A Hara – Travel Expenses	£2.70
DD	HMRC June deductions DD	£1.60
103773	Westcotec – Street light maintenance July 2019	£120.92
DD	E-on – July	£165.59
103774	CGM Group – Grass cutting	£224.28
103775	Social Club – Electricity usage 18/05/19 – 17/06/19	£47.70
103776	ROSPA Inspection	£172.80
103777	Hodson Office supplies	£141.34
103778	NALC – Good Councillors Guide 10 copies	£35.00
103779	BCKLWN – Election recharge	£94.70

103780	Petty Cash	£203.48
103781	URM – Empty Bottle Bank	£39.60
103782	B F Calaby – Installation of gate and repairs to skate park	£734.27

Two additional invoices were received one for URM and one for B. F. Calaby. All the above invoices including the two additional invoices were agreed to be paid.

d) To note monies received

01/07/19	Interest	£26.43
17/06/19	BC – Ground rent – inv 19/09 – PIB100359	£95.63
27/06/19	Mr R Hildon – grazing rent – PIB100360	£5.00
01/07/19	Social Club Ground Rent	£270.89

Monies received was noted

e) To Note Petty Cash spent

13/06/19	Stamps	£23.74
19/06/19	Pothole Filler and metal paint	£89.48
01/07/19	Metal Paint, brushes and bin liners	£76.78
01/07/19	Printer ink	£13.48
	Total Remaining	£46.52

Petty cash spent was noted

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

It was agreed that the finance working group can authorise the payment of invoices in August.

13. PLANNING CONSULTATION

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

C/2/2019/2009 – Land adjacent to Riverside Farm, Garage Lane, Setchey: Change of use of agricultural land to extension of existing waste facility for storage purposes (partly in retrospect) with associated landscaping and provision of 2 no. modular office/welfare units: Skippy Skip Hire – PC Objected on surface water management, foul water drainage, flood risk, contamination of the puny drain, soil bunding, skips and containers, pest control, traffic and protecting agricultural lands and soils.

19/01031/F – Proposed extension and alterations at Kimberley, 82 Hall Lane, West Winch PE33 0QF – PC Supported.

b) Notices of Decision by Borough Council / County Council

14. WORKING GROUP CHAIR REPORTS

Planning	Tree removal at Winch have already been discussed.
Finance	Nothing to Report
Street Lighting	Nothing to Report
Consultation	Nothing to Report
Playing Fields and Maintenance	Nothing to Report
Health & Wellbeing	Clerk will share summer activities from the Norfolk County council with the school to ask them to pass the information on to parents.

15. MEMBERS' MATTERS

Cllr M Summers – The fracking email was not received from Cllr Ms A Kemp. So, she will resend the report and then the planning and consultation working groups will look at this and put a response together. The pages regarding this area are around p56 and p78.

Cllr B Thrower – Cllr Thrower would like the parish council to consider putting in another trod at Setchey as it can be very dangerous for the school children catching the school bus. Organise a visit from Andy Wallace

Cllr D Skerritt – There are concerns over the condition of the West Winch village sign which is badly corroded a group of Councillors will go and assess the sign on the 17th July.

16. 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.

17. DATE OF NEXT MEETING – Tuesday 17th September 2019.

18. CLOSE OF OPEN MEETING - the meeting closed at 21.20

19. CLOSED SESSION – Regarding the war memorial garden quote. Further quotes will be needed.

“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 _____