

WEST WINCH PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON 17TH SEPTEMBER 2019 IN THE VILLAGE HALL, WILLIAM BURT CENTRE, WATERING LANE, WEST WINCH STARTING AT 19.30.

PRESENT: Cllr J Lamb, Cllr T Gibson, Cllr Mrs J Jackson, Cllr P Jackson, Cllr D Skerritt, Cllr B Thrower, Cllr P Burt, Cllr Mrs J Leamon, Cllr R Shearn, Mrs S Watts (Clerk/RFO), County Councillor Ms A Kemp, Borough Councillors Cllr S Nash and Cllr P Gidney and 2 member of the public

Cllr T Gibson explains that Vice Chair Cllr Mrs J Leamon would like to step down as Vice Chair to the Council. Cllr Gibson thanks Cllr Mrs J Leamon for everything she has done for the Council as Vice Chair and is glad that she still wishes to remain a Councillor.

Cllr Mrs J Leamon nominates Cllr Mrs J Jackson as the new Vice Chair, this is seconded by Cllr Lamb. However, this it is agreed to discuss this with the absent Councillors and confirmed at the next meeting.

1. **REPORTS FROM OUTSIDE REPRESENTATIVES**

County Council Report – Mineral and Waste preferred option plan goes back out to consultation and everyone should respond to it as it has been drafted with incineration included in it. Cllr Ms A Kemp points out there is a no incineration policy in Norfolk. Responses can be sent in through the website or to County Hall. The consultation runs from the 16th September to 30th October.

Relief Road – The County Council have approved £1.1 million funding for the next bit of planning for the relief road. This will be match funding. They believe approximately 350 houses could be built before the relief road will be built. Cllr Ms A Kemp suggests that the Parish Council writes to Alan Gomm and Andrew Proctor explaining that the road needs to come before the houses.

Skippy Skip Hire – This application was recommended for refusal by the officers but was voted through by the members of the committee. The conditions that the Parish Council suggested can be applied through standard conditions and the litter pick would be the environment agency.

Garage Lane – The road is unregistered at the start of Garage Lane. The title deeds have been emailed to the Parish Council.

Disabled Young People – The report to assess disabled young people for help with schools should be complete within 16 weeks but there is a shortage of educational psychologists. Which means some people are waiting up to a year for help.

Borough Council reports – Cllr S Nash – Garage Lane – The Garage Lane sign is to be taken away. This sign does include a map of the site and if updated would be very useful. It is planned to put a generic sign further down the lane. Councillor Nash believes that a consultation should be carried out with the other business owners on Garage/Common Lane. However, the sign is due to be removed on the 18th September. This type of sign will be removed on all industrial Estates.

Tree protection at the Winch Development – There is no response on this. Cllr Nash has asked what assurance can be given to the Parish Council that the tree protection order is being upheld.

VE Day Grants – The lady who deals with this is away until the 23rd September.

PA System – Cllr Nash has the name of the contractor who installed the Borough Councils system.

Cllr Thrower asked a question about the classification of Garage/Common Lane – Common Lane has almost been erased and it is becoming Garage Lane. Cllr Nash is still waiting for a response regarding further clarification on this.

Borough Councillor P Gidney – There will be a meeting regarding the transport plan at the town Hall on the 24th September which the Parish Council have been invited to. Original the Parish Council were promised a meeting with WSP 8 weeks after the meeting in April but this has not happened. There was a meeting planned for June but this was cancelled.

King's Lynn town centre – There are plans to spend £25 million on the town centre.

Hunstanton – 80 bedroom hotel planning to be built in Hunstanton.

Brick Kiln – This building has now been taken down with no consultation.

2. PUBLIC PARTICIPATION

None

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies have been received and accepted from Cllr Mrs M Summers, Cllr M Everitt and Cllr G Dell.

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

None

5. TO CONFIRM MINUTES OF THE MEETING HELD ON 16TH JULY 2019 It was proposed that the minutes of the meeting held on 16th July 2019 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Chairman.

6. TO REPORT MATTERS ARISING

- a) Speed Watch – SAM 2 Training is booked for 19th September. Cllr Shearn and The Clerk will be attending. The SAM 2 Device will need to be added to both the Parish Councils Asset register and insurance. *Clerk to contact insurance company.*
- b) The Pound Watering Lane – contact has been made with Zurich and they do own The Pound. Zurich are willing to help towards the cost of the restoration. The council will need to obtain three quotes for the work and pass them on to Zurich. A sign will need to be put at the top of Watering Lane, no HGV sign. It will need to be insured once completed. *Clerk to obtain three quotes and to contact highways regarding the sign.*
- c) Setchey Village Sign – Cllr Thrower a rough estimate for the village sign is £1000. Cllr Thrower is researching what could be put on the sign.
- d) To create a Facebook account for the Parish Council – The Facebook page is now up and running however, there are a few problems with uploading content. *Clerk to contact other clerks for advice*
- e) To discuss a new Sound System – The Councillors had a meeting at the village hall with a contact to see what could be done about the sound system. There is a chance that the old system could be repaired or some of it could be used in updating the system.
- f) To discuss 75th Anniversary VE day celebrations May 2020 and memorial garden – quotes have been received and these will be discussed in closed session. Cllr Skerritt has email information regarding the plaque for the garden. It is suggested that the vicar could open the garden. Cllr Lamb will look into possible grants available. Cllr Thrower should be able to get the peace roses for the memorial garden. Cllr Shearn has reserved the Village Hall for the 8th May.
- g) To consider funding assistance for the Village Hall – The proposed plans for the village hall extension will need to be looked at. A working group could be set up for this project.
- h) To discuss possible uses for NCC partnership bid 2019/20 – Projects to be considered are The Trod at Setchey, a 20mph flashing sign outside the school or a bus shelter. Clerk and Cllr Thrower to meet with Andy Wallace to discuss the trod. The 20mph sign would be ok to put up as there is already electric on the school sign posts. Clerk is still awaiting a quote from Westcotec. The Bus shelter would need consideration as where it could be put. There are bus shelters on the A10 but none within the village. These will all be considered and discussed at the next meeting when more information has been gathered.
- i) To discuss installing a CCTV system – Cllr Gibson and The Clerk will be meeting with a company at 2pm on Monday 23rd September to discuss our option.
- j) To discuss installing a new Bus Shelter – This was discussed in agenda item 6h)
- k) To discuss exposed tree roots at the skate park – A quote has been received for the work which will be discussed in closed session. Also, the playing field working group will look at the problem and see if they can resolve the problem.
- l) To discuss repairs to the West Winch Village sign – The sign will need some repair work such as a steel sleeve put around the post. Cllr Thrower will look into this.
- m) To discuss who will represent the council at the Remembrance Sunday service and the poppy wreath. - Cllr Thrower is happy to lay the poppy wreath on behalf of the Parish Council. The service will be held at West Winch Church this year.
- n) To discuss the tennis court gate – the gate is not properly attached. The playing field working group will look at the problem.

- o) To discuss Disability Network Norfolk Group and Steering Group. – NCC charging policy changes. This is discussed and it is decided that the Parish Council will write a letter to Cllr Proctor to disagree with the proposed charges. *Clerk to send a letter*
- p) To discuss Hunstanton declaring climate emergency – This is moved to the next meeting.
- q) To discuss consultation KL Transport Study and Strategy – Comments have been submitted and there is a meeting at the Town Hall on 24th September
- r) To discuss adding a Clerk's report to the agenda. – This is agreed and will be tried at the next meeting.

7. CORRESPONDENCE RECEIVED

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

1	PKF Littlejohn External Audit completed and the notice will go on both the notice board and the website.
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8. CORRESPONDENCE SENT

9. ACCOUNTS & FINANCE

a) To note Balance of accounts as of 11th September 2019

Community Account	£ 14,872.58
Business Saver Account	<u>£ 86,205.51</u>
	£101,078.09

The balance was noted

b) To consider payment of invoices

103793	Mr J Pressling – Groundsman September 2019	£224.72
103794	Mr A Hara – Handyman September 2019	£218.18
103795	Mrs S Watts – Clerk Salary September 2019	£494.30
103796	Mrs S Watts – Clerk Expenses	£18.04
DD	HMRC August deductions DD	£12.00
103797	Westcotec – Street light maintenance September 2019	£120.92
DD	E-on – September 2019	£171.10
103798	CGM Group – Grass cutting	£160.14
103799	Social Club – Electricity usage 17/06/19 – 18/08/19	£46.86
DD	Anglian Water – May – August 19	£310.78
103800	PKF Littlejohn – External Audit	£240.00
103801	Petty cash top up	£31.60

It was agreed to pay the above invoices by all Councillors.

c) Invoices paid in August

103783	Mr J Pressling – Groundsman August 2019 + 2 hours	£217.88
103784	Mr A Hara – Handyman August 2019 + 11 hours Overtime	£328.95
103785	Mrs S Watts – Clerk Salary August 2019	£494.30
103786	Mrs S Watts – Clerk Expenses	£40.34
103787	Mr A Hara – Travel Expenses	£2.70
DD	HMRC July deductions DD	£1.60
103788	Westcotec – Street light maintenance August 2019	£120.92
DD	E-on – August	£171.10
103789	CGM Group – Grass cutting	£237.48
103790	Social Club – Electricity usage 18/05/19 – 17/06/19	£49.45
103791	Westcotec SAM2 Device	£4,020.00

103792	King's Lynn Signs – No Ball games sign	£33.13
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The invoices paid in August were noted.

d) To note monies received

01/08/19	Interest	£29.27
31/07/19	Social Club Ground Rent	£269.00
12/07/19	NCC	£132.79
07/08/19	PP Scheme – SAM2 Grant	£1675.00
01/09/19	Interest	£30.22
06/09/19	Bowls Club – AW 09/05/19 – 08/08/19 – inv 19/14 – PIB100361	£19.27
02/09/19	Social Club Ground Rent	£269.00
10/09/19	Village Hall – AW 09/05/19-08/08/19 – INV 19/13 – BACS	£33.87

Monies received was noted

e) To Note Petty Cash spent

07/07/19	Bucket, Sponges and gloves	£9.41
07/07/19	Bin liners	£4.00
17/08/19	Turf and compost	£18.19
	Total Remaining	£218.40

Petty cash spent was noted

10. PLANNING CONSULTATION

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

- 18/02001/O – Outline application for the construction of three new dwellings and demolition of existing bungalow at Glendawn, Rectory Lane, West Winch – PC Object
 19/01503/F – Removal of conservatory and the construction of a replacement single storey extension at Hillcroft, 12 Chapel Lane, West Winch – PC Support.
 19/01465/F – Proposal for steel detached storage shed at 31 Westland Chase, West Winch. – PC Object

b) Notices of Decision by Borough Council / County Council

- 19/00435/F – Application for a variation or removal of condition 2 of planning permission
 13/00853/F: Alterations to the existing building to accommodate increased sales floorspace, creation of offices, café, bar and lounge seating with associated external landscape works at B E Beers Europe, Garage Lane, Setchey, PE33 0BE – PC Support – BC Permitted
 C/2/2019/2009 – County matters application: West Winch: Land adjacent to Riverside Farm, Garage Lane, Setchey, PE33 0BE: Change of use of agricultural land to extension of existing waste facility for storage purposes (partly in retrospect) with associated landscaping and provision of no. 2 modular office/welfare units: Skippy Skip hire – PC Object – BC Permitted
 19/00925/F – Conversion and extension of detached garage to self-contained annex at Roselea, Millfield Lane, West Winch. – PC Support – BC Permitted
 19/00944/F – Proposed extension and alterations at Sandrane, 1 Hall Lane, West Winch. PC Support – BC Permitted
 19/00687/F – Extension to bungalow at Elbri, 29 Westland Chase, West Winch – PC Object – BC Permitted

11. WORKING GROUP CHAIR REPORTS

Planning	Comments on the A47 Kiers consultation have been submitted.
Finance	Nothing to Report

Street Lighting	Nothing to Report
Consultation	Nothing to report
Playing Fields and Maintenance	The wet pour in the play area needs replacing. A quote was obtained in 2017. <i>The clerk will get this requoted.</i> There is a lot of graffiti in the play area. <i>The clerk will speak to the handyman about removing it.</i> The slide in the play area has a bump in the middle which is not particularly nice for the children. <i>The clerk research a new slide.</i>
Health & Wellbeing	Nothing to report

12. MEMBERS' MATTERS

Cllr Gibson – The cars for sale on the corner of Gravelhill Lane. The people who keep putting the cars there have been informed that they are not meant to. There are two options for dealing with this. We could put a flower bed on each side or there is a sign that can be brought from Highways informing people the practise is illegal. It is proposed by Cllr Skerritt and seconded by Cllr Mrs J Jackson that the sign should be looked into further. *Cllr Gibson will find out the costing for the sign.*

Cllr Lamb – The pot holes and road markings have still not been sorted out at the top of Gravelhill Lane.

Cllr Skerritt – Would like to plant some bulbs around the playing field and car park. It is agreed that he can spend £25 on the bulbs.

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 15th October 2019.

15. CLOSE OF OPEN MEETING - the meeting closed at 21:45

16. CLOSED SESSION – The quotes for the war memorial are discussed. It is agreed to allow Cllr Skerritt to look over them to ensure all work required is included.

The quote for the tree roots at the skate park is looked at but it is decided to see if the playing field working group can deal with the problem.

Cllr Mrs J Jackson just wanted to ensure everyone is careful when sending emails. *The clerk will resend the Councillors contact list.*

MEETING CLOSE – 22:00

“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 _____