



## West Winch Parish Council

Minutes of the Ordinary Meeting held on Tuesday 21<sup>st</sup> January 2020 at 7:30pm in the Village Hall, William Burt Centre, Watering Lane, West Winch.

**Present :** Cllr J Lamb, Cllr T Gibson, Cllr D Skerritt, Cllr B Thrower, Cllr G Dell, Cllr Mrs J Leamon, Cllr R Shearn, Cllr M Everitt/, Cllr Mrs M Summers, Cllr P Burt, Mrs S Watts (Clerk/RFO), County Councillor Ms A Kemp, Borough Councillors, Cllr S Nash, and 2 members of the public.

1. **To Receive Reports from County Councillor and Borough Councillors.**

Borough Councillor P Gidney has sent his apologies for tonight's meeting a report has been sent which has been forwarded to all Councillors.

Borough Councillor S Nash – Cllr Nash has now joined the Corporate Performance Panel as well as sitting on The Standards Committee, The Licencing and Appeals Board and The Licencing Panel.

County Councillor Ms A Kemp will be arriving later in the meeting.

2. **Open Forum for Public Participation: an opportunity to hear from members of the public**

There were two members of the public present.

Mr Mark Fenterman wanted to speak about his planning application 19/01838/FM for Setch Barn. It would be a mail order business for animal and agricultural health products. Mr Fenterman explains there would be no trade counter. Concerns had been raised about the amount of traffic this business could add to the A10 they do not have delivery vans so it would only be one delivery in and one delivery out. There are currently 6 staff. They have taken on board all of the Parish Council comments. Two previous application have been approved one in 2008 and one in 2012. Traffic movements are likely to be less than the previously agreed application. Visibility display in an amendment they are looking to address this by moving the access slightly. Boundary proposed a security fence but, in an amendment, they are proposing a natural barrier such as beech trees. Asbestos cladding an asbestos risk assessment has been carried out and the results were the very lowest grade of fibre board. The Planning application will be re submitted with these amendments.

Mrs Amiee Rix representing the football Club. The Football club would like to use the changing room kitchens to sell tea, coffee and food to raise money for the football club. The Borough Council will need to inspect the kitchen to ensure it is up to standard. The Parish Council will reseed the Goal Mouths when the time is right. The Slitting was completed in November. It is asked if the Football club could use flood lights on the field for the next two weeks while they wait for the pitch to be ready that they have hired for winter training. This is agreed.

Mrs Amiee Rix leaves at 19:50

3. **To Receive Apologies for Absence.**

Apologies have been received and accepted from Cllr P Jackson and Cllr Mrs J Jackson.

4. **To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation.**

Cllr B Thrower declared an interest in item 7a on the agenda. This has been recorded and the book has been signed.

5. **To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 19<sup>th</sup> November 2019**

It was proposed that the minutes of the meeting held on Tuesday 19<sup>th</sup> November 2019 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Chairman.

6. **To Report on Items not on the agenda from the last meeting: Clerks Report (information only)**

The Clerk reported on the SAM2 sign and that it has now been moved to Gravelhill Lane. Cllr Shearn explains on Hall Lane going towards the school 13% of vehicles were speeding. On Hall Lane Coming from watering lane it is less than 1% and on Oak Avenue it was 2.8%. A group of Councillors have met with Fenland Leisure Play to discuss improvements to the play area. Parking along the grass verge near the bowls club the clerk has tried to find out where the services run but this is proving difficult. The no HGV sign for the top of Watering Lane has been ordered. The tree roots causing problems at the skate park has been dealt with. We are still awaiting information about repairing the West Winch Sign. We are still awaiting a response for the Pound Repairs. The Memorial Peace garden has now been completed and the Plaque will be fitted on 1<sup>st</sup> May. Two more grants will be applied for through Asda and Sainsbury's. The battery has been replaced in the Defibrillator.

7. **Agenda Items**

- a) To consider and resolve installing a CCTV system – Quote to be considered in closed session – Over Christmas there have been problems with people using a Quad bike on the field which following Parish Rules is not allowed on the field. There have also been problems with people coming into the car park and inhaling gas canisters. After discussion it was proposed by Cllr Gibson and Seconded by Cllr Skerritt with all Councillors in favour that we go ahead with the CCTV system. This item is **RESOLVED**.
- b) To consider and Resolve installing 2 Signs at Gravelhill Lane cars for sale. – After consideration it was proposed by Cllr Mrs M Summers and seconded by Cllr Lamb with all Councillors in favour that the signs are installed. This item is **RESOLVED**. *Clerk to contact highways to order the signs.*
- c) To Consider and resolve putting up signs at the playing field for no motorised vehicles. Quote to be considered in closed session. – The signs were considered and it was agreed to add 'by order of West Winch and Setchey Parish Council' to the signs. With this alteration the quote was considered in closed session and it was proposed by Cllr Shearn and Seconded by Cllr Mrs M Summers with all Councillors in favour of purchasing the signs. This item is **RESOLVED**. *Clerk to order the signs.*

County Councillors Ms A Kemp arrives at 20:14

- d) To Consider and resolve trimming the holly trees beside watering Lane. – It was considered if the holly bush along Watering Lane should be trimmed. It is **RESOLVED** that this is not a problem at the moment so no work will be carried out but there are concerns over the tree at the entrance of the car park. This tree and all the others owned by the Parish Council will be inspected by the Playing Field Working group to see if any action will need to be taken. *Clerk to put on next month agenda.*
- e) To Consider and resolve unblocking the drains in the Village Hall car park – Quote to be considered in closed session. The drain that runs down the side of the bowls green has been unblocked during the month as it was blocked by roots. It is suggested to put a camera through that drain to check the condition of the pitch fibre pipe. It is considered if the drain at the entrance to the village hall should be unblocked. It is **RESOLVED** to unblock the drains with all Councillors in favour. *Clerk to contact the company to unblock the drains.*
- f) To consider and resolve joining Norfolk Parish Training and Support. – The Clerk explains that the Parish Council is already a member of Norfolk ALC but she feels there would be great benefit in joining Norfolk Parish Training and Support as they offer more training courses and offer both a clerks and a chairman's networking session every 3 months which would be free if the Council were members. The joining fee is 1% of the

precept. It is proposed by Cllr Thrower and seconded by Cllr Lamb with all in favour the we join Norfolk PTS. This item is **RESOLVED**. *Clerk to contact Norfolk PTS.*

- g) To consider any changes to the Annual Residents Meeting in March. It was considered if any changes should be made to the way the Annual Residents meeting is run as this will be the third year, we have run the meeting. It is suggested that if any of the Councillors have any new ideas to contact the clerk by 3<sup>rd</sup> February.

County Councillor Ms A Kemp - This year's County Council budget was £407 million for services and it will be going up to £429 million for the next financial year there is a £70 million deficit over the next 3 years and the County Council has £706 million of borrowing. There is £120 million to be spent on special schools in Norfolk. £29 million on housing with care. The council tax is going up by 4%.

The alley way that runs from Leete way to Hall Lane is overgrown by brambles. Highways have agreed to clear their area of the brambles and moss but the rest will need to be cleared by the housing association which is believed to be Wherry Housing. Highways have cleared the soak a way at Chapel Lane to help to stop the road from flooding but there is still more work needed to be done.

Concrete cancer issue in hospital also applies to schools. West Winch Primary will be investigated to ensure it is safe. The transport plan is still inadequate with not enough buses. There are talks of moving the library. The fire service is going to keep the flood rescue service and continue co servicing with the ambulance service.

## 8. Accounts & Finance including:

### a) To Note Balance of Account on Tuesday 14<sup>th</sup> January 2020

Community Account	£ 9,513.90
Business Saver Account	<u>£ 86,320.84</u>
	£ 95,834.74

The Balance was noted.

### b) To consider the Quarterly Financial Projections

The Quarterly Financial Projections were noted

### c) To Consider The 2020/21 Precept.

A copy of the precept was sent to all Councillors. It was proposed by Cllr Lamb and seconded by Cllr Thrower that the precept for 2020/21 be accepted. This was agreed by all Councillors. *Clerk to complete precept form and send to the Borough Council, send a copy to the Parish Magazine and put it on both the website and notice board.*

### d) To consider payments for January

103840-2	Handyman, Groundsman and Clerks January Salary	<b>£939.49</b>
103843	Mrs S Watts – Clerk Expenses	<b>£33.34</b>
103844	Mr A Hara – Travel Claim	<b>£2.70</b>
103845	Westcotec – Street light maintenance January 2020	<b>£120.92</b>
DD	E-on – January 2020	<b>£126.55</b>
103846	Petty cash top up	<b>£200.44</b>
103847	Churchyard Maintenance grant	<b>£600.00</b>
103848	William Burt Social Club – Electricity recharge	<b>£70.76</b>
103849	NCC – gritting for Oct and Nov	<b>£462.62</b>
103850	National Playing Field Association – membership renewal	<b>£30.00</b>
103851	NCC – gritting for December	<b>£569.81</b>
103852	NCC – sign for Gravel Hill Lane – no cars for sale	<b>£341.98</b>

With the addition of the NCC Gravelhill Lane sign It was agreed to pay the above invoices. This was proposed by Cllr Lamb and seconded by Cllr Dell with all Councillors in favour.

### e) To Note Payments made in December

103831-3	Employees Salary	<b>£976.89</b>
103834	Mrs S Watts – Clerk Expenses	<b>£17.59</b>
103835	Mr A Hara – Travel Claim	<b>£2.25</b>
103836	Westcotec – Street light maintenance December 2019	<b>£120.92</b>
DD	E-on – December 2019 DD	<b>£165.59</b>
103837	Petty cash top up	<b>£179.08</b>
103838	WBSC – Car Park Elec 17/10/19-18/11/19	<b>£77.77</b>
103839	WBSC – Car Park Elec 17/07-18/08 – inv 104 – reissue cheque as original lost	<b>£46.86</b>

The payments made in December were noted.

**f) To Note money received**

01/12/19	Interest	<b>£29.30</b>
06/12/19	Social Club Ground Rent	<b>£269.00</b>
07/12/19	Bowls Club – AW 9 <sup>th</sup> Aug – 8 <sup>th</sup> Nov – PIB 100363	<b>£13.54</b>
23/12/19	Social club – AW 9 <sup>th</sup> Aug – 8 <sup>th</sup> Nov – BACS	<b>£195.73</b>
02/01/20	Interest	<b>£29.32</b>
03/01/20	Social Club Ground Rent	<b>£269.00</b>
09/01/20	Junior Football Club – PIB 100364	<b>£329.44</b>

The Monies received were noted.

**g) To Note Petty Cash Spent**

22/11/19	Hose Clip for SAM2	<b>£18.99</b>
03/12/19	Cleaning supplies	<b>£14.90</b>
25/11/19	Stationary	<b>£8.48</b>
17/11/19	Blue Circle post concrete	<b>£11.70</b>
11/12/19	Metal Posts and Caps	<b>£118.80</b>
13/12/19	Roses for memorial Garden	<b>£27.49</b>
19/12/19	No HGV sign for Watering Lane	<b>£83.73</b>
20/12/19	6 meters of black chain	<b>£56.10</b>
20/12/19	3 d links	<b>£11.12</b>
08/01/19	40 miles to chairman's networking	<b>£18.00</b>
	<b>Total Spent</b>	<b>£369.31</b>

The Petty cash spent was noted.

**9. Planning Consultations**

- a) New Planning Application Consultations received from Borough Council/NCC
- 19/02087/F – Proposed pair of semi-detached 2-storey dwellings (previously approved under 15/01351/F) at site adjacent to 70 Coronation Avenue, West Winch. – PC Supports
  - 19/02148/RM – Reserved matters application: Construction of three dwellings and demolition of existing bungalow – Glendawn, Rectory Lane, West Winch – PC Objects
- b) Notices of Decision by Borough Council and County Council
- 19/01465/F – Proposal for steel detached storage shed – 31 Westland Chase, West Winch. – PC Objected – BC Permitted
  - 19/00765/O – Outline application with some matters reserved for proposed residential development of five properties at land N34 E of 32 and S of 28 Hall Lane, West Winch – PC Supported – BC Refused
  - 19/00818/F – Use of land as an extension of the existing residential caravan park for the siting of 9 caravans at Millers Chicken Farm, 80 Main Road, West Winch – PC Objected – BC Refused

**10. Working Group Reports**

- a) Planning – Nothing to Report

- b) Finance – Nothing to Report
- c) Street Lighting – Nothing to Report
- d) Consultation – Nothing to Report
- e) Playing Fields and Maintenance – Nothing to Report
- f) Health and Wellbeing – Nothing to Report

**11. To Receive items for the next meeting agenda by Thursday 6<sup>th</sup> February 2020.**

**12. To Confirm the Date of Next Meeting of the Parish Council scheduled for Tuesday 18<sup>th</sup> February 2020 at 7:30pm in West Winch Village Hall**

**13. Close of Open Meeting**

**14. Closed Session**

Quotes were considered for CCTV, Playing field signs and cleaning carpark drains.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_