

WEREHAM PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

13th January 2015 at 7.30pm

Wereham Village Hall

Attendance:

Cllr Jo Bruce	JB	Chair
Cllr Dave Deighton	DD	Vice Chair
Cllr Karin Newell	KN	
Cllr Brian Bruce	BB	
Cllr Roger Lankfer	RL	
Cllr Nicola Loake	NL	
Nicola Cooper	NC	Parish Clerk (Minutes)

Also in attendance:

Cllr Colin Sampson	CS	Borough Council of King's Lynn and West Norfolk (BCKLWN)
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Members of the Public: 4

1.0 Apologies

It was resolved to accept apologies from Cllr Martin Storey (NCC) and PCSO Jane Edwards.

2.0 Declarations of Interest on Agenda Items and Dispensation Requests

KN declared a disclosable pecuniary interest in the BCKLWN Site Allocations and Development Management Policies Document as she is an interested landholder.

3.0 Minutes

The minutes of the meeting held on 11th November 2014 were agreed to be correct and were signed by JB as Chair of the Parish Council.

4.0 Matters Arising From Last Meeting (Information Only)

- 4.1 (7.1) CGM has cut the Cemetery hedge but it is still not level, the Clerk will be chasing this up again. They did undertake an algae and moss spray on the play area floor in September and have scheduled monthly sprays through the winter.
- 4.2 (7.2) The no dogs allowed sign has been ordered for the play area and a standard no fouling sign has also been put up after an episode of dog mess being discovered in the play area over Christmas. Reminders have been put in Group 4 and on Facebook for dog walkers to pick up after their dogs.
- 4.3 (7.2). A sign has been put in the Village Hall kitchen window to ask people not to park on the grass.
- 4.4 (7.6) The hauliers using Flegg Green have been reported to the Sugar Beet Factory.
- 4.5 (7.8) RL has spoken to the manager at Albanwise about the footpath from Gibbet Lane to Fincham Nature Reserve. He confirmed that the hedge on the east of the footpath belongs to Albanwise but the path is not in their ownership and is classed as West Dereham.
- 4.6 (7.15) Letters of thanks were sent to Mr and Mrs Voutt and Mr Vince.
- 4.7 (7.16) Items were reported to the Rangers for action.
- 4.8 (8.2) The Planning Application Response Procedures have been updated and signed by JB as Chair.
- 4.9 (8.4) The Church and Village Hall are happy to house the comments boxes. These are almost finished and will be put in place soon.

5.0 Correspondence Received

A full list was provided within the meeting. Of particular note were:

- 5.1 Norfolk Association of Local Councils 'Norfolk Link'. *Viewed and noted.*
- 5.2 Notice of next SNAP meeting Wednesday 21st January 2015, 7pm at Watlington Primary School, Rectory Lane PE33 0HU. *Noted.*
- 5.3 Letter from Peter Smith Labour Candidate requesting opportunities to hold 'meet the candidates' sessions adjoined to Parish Council meetings prior to the 2015 elections. This was discussed and it was agreed that the Clerk would contact Democratic Services to try and arrange this for all candidates (at their cost) prior to the March meeting.
- 5.4 Email from Elizabeth Truss MP – Parish Council update. *Noted.*

- 5.5 Email from Elizabeth Truss MP – Information about a £15m roof scheme for churches. *Forwarded to Rev. Barbara Burton and noted.*
- 5.6 Letter from Norfolk Constabulary regarding a PCSO Match Funding scheme. Parish Council's funding 50% of the cost of a PCSO will be received a ring-fenced dedicated PCSO for the area over and above that which would otherwise be allocated. This was supplemented by an email from Stoke Ferry Parish Council saying that they have arranged a meeting with PCSO representatives to discuss this further and to start to explore possible joining with other Parishes to match fund a post jointly. They asked if we have any questions to take to the meeting. It was agreed that the **Clerk** would reply asking for further details with regards costs, pro-rata hours and what powers do PCSO's have that would benefit the village.

6.0 Village Hall Update

- 6.1 Fundraising is progressing well, there are no issues arising from the quarterly structural inspections. An architect and accountant have been instructed to determine costs for the Lottery funding application. The Lottery application is being amended and is close to submission.

7.0 Village Management Issues

- 7.1 The results from the Wicksteed Play Area Safety inspection undertaken in November 2014 and the December and January Councillor led play area inspections were discussed in detail. It was agreed that the need to get quotes to undertake the maintenance requirements would be discussed and agreed at the next meeting. In the meantime it was noted that:
- 7.1.1 The plastic on one of the cradle seats has split. It was agreed that the **Clerk** would contact CGM to see if this is covered under warranty.
 - 7.1.2 There is some support within the Council for signage to request that dogs remain on leads on the Playing Field. It was agreed that the **Clerk** would contact NALC and the PCSO to find out if there are any rules on this and include this on the March Agenda.
 - 7.1.3 Mole hills are still an issue. It was resolved that CGM be requested to undertake a further two months of routine visits to tackle this. **Clerk** to arrange.
Prop. GK, 2nd RL, All Agreed.
- 7.2 The railings around the pond have been painted in part (around ¼) by highways. The painting of remaining railings must be arranged and funded by the Parish Council. It was agreed that the **Clerk** would contact NCC Highways to find out what type of paint they used, ask advice on how much we would need and where we can source it. Mr Chris Loake is still willing to paint the railings.
- 7.3 Andy Wallace has stated that the actions still outstanding for The Row are scheduled to be undertaken hopefully within 6 weeks. As there are a number of outstanding actions with Andy Wallace (NCC Highways) it was agreed that the **Clerk** will pull these together into one list and go back to him to request updates.
- 7.4 Three items were discussed for possible inclusion in a bid for the Parish Partnership funding programme:
- 7.4.1 Lengthening of the central island at the new A134 crossing. This was estimated at £5,000. It was agreed that the **Clerk** would remind Andy Wallace that he said he would look into an alternative funding option to undertake this project. It was resolved that 50% of this cannot be afforded within the forecasted budgets.
Prop. JB, 2nd DD, All agreed.
 - 7.4.2 Dropped kerb and painted exclusion zone in front of the pond Post Box. A quote is awaited from Andy Wallace. It was decided that the **Clerk** would chase this and an upper budget limit of £1,000 (therefore £500 to the Parish Council) would be agreed so that once the quote is received the Clerk can include this in the Parish Partnership bid if it is below this amount.
Prop. GK, 2nd BB, All Agreed.
 - 7.4.3 A quote for a SAM2 sign has been received and circulated to all. It was agreed that a bid for one of these including data recording and spare brackets be included in the Parish Partnership bid. **Clerk** to put bid together and submit by deadline.
Prop. GK, 2nd. NL, 5 Agreed, 2 noted as against.
NL agreed to approach those interested in the Community Speedwatch team to see if they would volunteer to move signs and charge / change the batteries.
- 7.5 **Clerk** to ask the Rangers to tackle the following village maintenance tasks:
- 7.5.1.1 The grass verge along Flegg Green needs pushing / cutting back.
 - 7.5.1.2 Pot holes towards Sugar Beet factory.
 - 7.5.1.3 Clear wet leaves and branches from the pavements between the village and the scrap yard (both sides) and a general clear of leaves and build-up of roadside mud around the village.

8.0 Finance

- 8.1 The accounts to January 13th 2015 and cheques be signed and payments approved in accordance with the below were accepted and agreed.
Prop.DD, 2nd GK, All agreed.

RECEIPTS FOR PERIOD 12/11/14 – 13/1/15

08/12/2014 £1.42 Interest

£1.42

DIRECT DEBIT EXPENDITURE FOR PERIOD 12/11/14 – 13/1/15

01/12/2014 £189.60 N Cooper Nov Salary

12/12/2014 £31.14 EON Streetlighting

01/01/2015 £189.60 N Cooper Dec Salary

02/01/2015 £32.18 EON Streetlighting

£442.52

TRANSFERS MADE DURING PERIOD 12/11/14 – 13/1/15

£2,000 transferred from Business Saver Account to Community Account

CHEQUES FOR AUTHORISATION AND PAYMENT 13/1/15

£176.39 N Cooper Additional Hours and Expenses
£20.00 Norfolk RCC Membership Fee
£200.00 Haward Horological Church Clock Maintenance
£35.00 ICO Registration
£1,185.00 CP Groundworks Tree Services
£7.20 JD Signs No Dogs Allowed Sign for Play area
£1,623.59

Balance as per cash book at 13/01/15

Business Saver £8,101.55

Community Account £2,593.59

- 8.2 It was agreed that the quote from Highways for two Unsuitable for HGV's signs and posts at a total of £300 be accepted. **Clerk to place the order.**
Prop.JB, 2nd GK, All agreed.

9.0 Precept

- 9.1 The budget forecast for 2015/16 was discussed and it was resolved that the Precept amount to be requested would be £11,960 as in the previous two precept years. **Clerk to make the request to BCKLWN.**
Prop.KN, 2nd GK, All agreed.

10.0 Parish Council Management Issues

- 10.1 It was agreed that a working party would be set up to develop a 5 Year Spending plan for discussion at the March meeting. **Clerk to arrange this and compile figures afterwards.**
Prop.DD, 2nd JB, All agreed.

11.0 Planning

- 11.1 No planning applications or decisions received prior to publishing the agenda.
11.2 The BCKLWN Site Allocations and Development Management Policies Document was discussed. It was resolved that the view of the Parish Council remains in support of the document. KN took no part in the discussion and voting due to her noted pecuniary interest. **Clerk to post the details on the noticeboard.**
Prop.JB, 2nd BB, 6 agreed (1 interested party).

12.0 Councillors Concerns and Agenda Items for the next meeting (Information Only)

- 12.1 The Cemetery gates need some minimal maintenance, **BB** will look and advise whether quotes will need to be sought from Bonnet to be agreed at the next meeting.
- 12.2 Lorries have been noted to be 'overnighting' by the village hall. All asked to keep a watch for this.
- 12.3 There was a report of mud and carrots being left on School Lane from tractors. This was noted by those concerned.
- 12.4 It was noted that the cemetery hedge must not be levelled during the nesting season. (01/3-01/9).

It was agreed that the meeting would be adjourned for members of the public to speak.

13.0 Public Comments / Questions

- 13.1 Mrs Rye offered use of the fence in front of her house to display a No Dog Fouling sign.

Meeting restarted.

14.0 Date of Next Meeting – Tuesday March 10th 2015 at 7.30pm.

The meeting closed at 9.10pm.

Signed..... Date.....
(Chairmain)