

WEREHAM PARISH COUNCIL
Minutes Subject to the Approval at the next Meeting
Ordinary Meeting of the Parish Council
Tuesday 13 November 2018 at 7.00 pm
Wereham Village Hall

Attendance:

Cllr Jo Bruce	JB	Chair
Cllr Gail Koopowitz	GK	Vice Chair
Cllr Pam Walker	PW	
Cllr Jacki Hitching	JH	
Cllr Jonathon Ratsy	JR	
Cllr John Millard	JM	
Cllr Brian Bruce	BB	
Helen Richardson	HR	Parish Clerk and Financial Responsible Person

Also in Attendance:

Cllr Colin Sampson	CS	Borough Councillor of King's Lynn and West Norfolk
Cllr Martin Storey	MS	Norfolk County Councillor

Members of the Public: 5

135/18 Public Comments / Questions

- In response to a query the Chair advised that the Parish Council had written to the Traffic Commissioner to pass on the views of the residents and understood it couldn't make a representation itself. The Chair confirmed that the Traffic Commissioner had confirmed that the Parish Council representations couldn't be taken into account as part of the application process for licences and there had been residents in contact also to the Traffic Commissioner. The Clerk advised that as the Parish Council was unable to make a representation and the Traffic Commissioner did not take into account the environment issues raised it could not be the cause of any delay in the licence application following a query from a member of public. The Chair advised that the Parish Council had debated the topic in public and the Clerk had actioned what the Parish Council had requested her to do. Cllr Hitching stated that she did not sign a resident petition to the weight restriction in her role as a Parish Councillor when requested to do so. The Vice Chair responded to a query from a member of the public that it was up to residents to make a representation and the Traffic Commissioner to make judgement. The Member of Public advised that he was not satisfied with how the Parish Council had responded to the licence and he did not say anything at the previous meeting as he had a conflict of interest.
- Following a query from a member of the public, the Parish Council noted that a Tree application at The Row 18/00001/TPO Wereham Land At The Row Wereham King's Lynn Norfolk PE33 9AU - 2/TPO/00538: Remove trees had been approved by the Borough Council planning earlier in March 2018 but not minuted.

136/18 The Openness and Transparency Notice was read by the Chair.

137/18 Apologies
There were no apologies.

138/18 Consider Declarations of Interest on Agenda Items and Dispensation Requests

There were no declarations made.

139/18 Minutes of the Meeting dated 11 September 2018

The minutes of the Ordinary Parish Council Meeting held on 11 September 2018 were approved. *All agreed.* The Clerk's report including matters arising was noted as available on the website with the minutes.

140/18 Wereham Village Hall Update

Cllr Millard shared that the Village Hall was very busy with lots of bookings. Discussions were in hand with Sports England in the promotion of sports activities within the hall and it was possible that the hall may get funding to manage that activity within the hall and promote it in the wider community.

141/18 Drainage on Church Road, Outside George and Dragon Pub

The Clerk shared that the NCC Highways Flood Risk Manager had been in touch earlier that day to advise they had further meetings with the Highways Manager and it was necessary to investigate the drainage pipes more before they were able to conclude the course of action needed. The Clerk advised that they would come back to the Parish Council with an update when available and they were keeping the George and Dragon pub up to date. The Chair shared that the good news was that they had initially implied the pond water may have been the cause of water flow issues, but they had since advised that this was not the case. The Chair also shared that NCC had confirmed that the Parish Council did not have to seek consent from them to place the boards in or out of the pond. The Parish Council agreed to monitor the water levels, as although it had been agreed to raise the water levels in the pond, it noted that a resident from around the pond had advised that it may cause issues in their garden if it was actioned. The Clerk agreed to contact the Highways Manager about the pinning down of the matting around the edge of the pond and if they didn't do it to send them the bill if the Parish Council had to action themselves, as it was a health and safety concern. It was agreed that the matting needed to be pinned down within a month.

142/18 St Margaret's Tree Update – Priority 1 Year Work

The Chair requested that the Clerk write to Tim Glover of CGM with a complaint in regard to how the survey of the trees in the St Margaret's Churchyard had been dealt with. The Parish Council also agreed that they wished an email to be sent to the Diocese in response to the feeling that their communications to the Clerk were not acceptable and that the Parish Council needed to follow its financial regulations to ensure that the best quote not that of the Diocese's request. The Parish Council agreed that CGM's revised report should be on their report header and not that of the Diocese. The Chair proposed that in the communication to Tim Glover that the Parish Council state that this is not satisfactory that another tree survey had been necessary and particularly as a tree was to be felled now isn't. The Clerk added that she was awaiting a response from the Diocese and Tree Surveyor at CGM, and had queried whether the work within the new survey presented were hazards or not, and that inclusion of previous ratings were needed. The Chair also stated in response to the Diocese comments in emails that they were disappointed that the Councillors had not attended the Tree Hazard Survey, it was noted that it is not for Councillors to attend such surveys and for those contractors employed by the Parish Council to be in charge of undertaking such work.

143/18 St Margaret's Church Clock Tower and Commissioning of Annual Servicing

Following a query regarding re-inspection since the work had been carried out to the Church Tower, Cllr Pam Walker agreed to update the Clerk when more was known. The Clerk agreed to add to the January agenda.

144/18 Tree Management Surveys 2019/20 and Year 2 Priority Work

The Parish Council were disappointed that one of the contractors had not responded when requested for a quote in time since a lot of notice was given. The Clerk agreed to add to the January agenda.

145/18 Application to Hire Playing Field

Following discussion, the Clerk agreed to look into the terms of the lease for the Playing Field and the Councillors agreed to view the Playing Field Hire Terms and Conditions form for further discussion in the January meeting. The application received for use of the Playing field was approved.

146/18 Commissioning of Annual Play Area Inspection

The Parish Council approved the commissioning of the Play Area Inspection.

147/18 Parish Partnership Funding Application 201920

Cllr Brian Bruce inspected Queens Close for dropped kerbs and felt that the road was safe enough without them. It was agreed not to progress the application for 201920.

148/18 Cemetery Pathway Covering

The Chair proposed approval of the gravel costs which included labour at £260. All agreed.

149/18 NCC Consultations on their Budget and Children Centres

The Parish Council noted and had no comments.

150/18 Bi-Monthly Risk Assessment Inspection

Cllr J Hitching advised following her inspection:

- Tile surface in the play area looked great but gaps were present;
- Flat swing seat needed replacing, it was agreed for the Clerk to action as a H&S issue;
- Grass could do with a trim but okay as it is;
- There were 11 mole hills;
- Cemetery – boundary on the housing side, there were bushes that needed to be taken out and there was some encroachment. There were concrete columns in place that could do with new wire;
- The pathway in the cemetery needed to be swept before gravel laid;

Cllr Brian Bruce shared that a tree previously removed in the cemetery meant an increase of ivy growth into the hedge along the front line, pulling it over towards the road. The Clerk agreed to ask the Handyman to place a stake in the hedge to pull it inwards.

The Clerk also noted items from Councillors as follows to report to NCC:

- A drain in the row was full and needed unblocking again and full of water, the pipe is blocked. The pipe has been reported before.
- The road grips around the village needed clearing out.
- The paths needed sweeping around the village.
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151/18 Fly Infestation from Glazewing

The Chair proposed that as soon as any issues occur in the village to make contact with the Environment Agency. It was noted that Downham and surrounding villages had suffered also with flies. The Chair shared that West Dereham had received press coverage on the issue in the EDP and local newsletters. Cllr Colin Sampson shared that it was an issue for many villages, and Glazewing had means to lessen the impact of their operations and they had appropriate licences in place to follow the rules of processing waste on site.

152/18 Projector and Screen Use in Meeting Room

It was agreed to pay for and use the projector and screen in the new village hall when needed and would be at the discretion of Clerk and Chair depending on what was to be discussed.

153/18 Election training

The Parish Council approved the costs for the Clerk to attend Election Training for 2019 at £11.67.

154/18 Finance

The Accounts to month ending September 2018 and October 2018 had been provided to the Parish Council including the cheques to be signed and payments approved in accordance with what is shown below:

Clerk Wages and Exp - Oct	204.68
Clerk expenses	9.89
HMRC - Sept and Oct	96.00
HM - Pond Railings and Trim	168.00
Clerk training - elections	11.67
Website Hosting	84.00
Ink - Hodson Office	32.39
Grounds Maintenance	515.07
EON - Streetlights	60.60
HM - Cemetery Bushes Cutting	100.00
Moles – Cemetery/Playing Field	37.50
Streetlight LED Upgrade and Annual Maintenance Fee	1668.00
SAM2 Brackets	120.00
Postmix fpr dog bin	6.67
Defibrillator - Annual phone rental	62.40
TOTAL TO BE PAID - NOV	3176.87

RESOLVED: That the Accounts for month ending September 2018 and October 2018 were accepted and cheques signed and payments approved in accordance with the above.

155/18 Budget and Precept 201920

The Clerk gave an overview of the document available on the website as a first draft for approval at the January meeting. The Parish Council agreed that they were happy with what was presented for further discussion and approval in January. The Clerk agreed to include savings for the replacement of some of the streetlight columns over the next three years at £500

saved per year. The Parish Council approved a new mole regime where he would attend every two weeks instead of bi-monthly, with an increase of £6 over the finance year.

156/18 Councillors concerns and agenda items for next meeting

Cllr Martin Storey

- NCC Children Centre consultation period finished for the general public 9th November, Norfolk had 53 children's centres and were looking at the closure of 46 and consultation was necessary to see what the people of Norfolk had to say on the issue. He advised that the consultation was about the buildings and not the service, it was hoped the service would be carried out somewhere closer to communities such as Village Halls, library's or churches. He shared that millions of pounds needed to be saved over the next 3-4 years and it would create a £5m saving and this was the reason it had been considered. Cllr Martin Storey had representations to him he would be sharing.
- The operational side of the Norfolk Fire Service and Norfolk Police Service consultation had been held and the feedback would be reviewed by the Police Commissioner and shared in the new year.
- The Norfolk Museums had been a continued success and all sorts of events taking place within them and there was around 430 k people who had visited them in the year which had won numerous awards. There would be lots of activities planned for families in the year.
- The NCC budgets were being reviewed and he would be doing the best for Wereham, and again he would have a £6k allowance if there was anything to put it to him.
- Any queries he would be happy to help by phone, email or in person.

Cllr Colin Sampson

- He shared that he was interested to hear any stories in relation to dog bins in place. Wereham was okay for now.
- He shared that he was pleased to be asked to come to the premier showing of the first film in the village hall the Greatest Showman.

157/18 Forward Work Programme

There were no queries and the forward programme was noted.

The Chair shared that a communication had been received via Stoke Ferry's Neighbourhood Planning group on whether it wished to be a part of a wider cross parish Neighbourhood Plan to Stoke Ferry's. The Parish Council agreed that it did not wish to be involved.

158/18 Date of Next Meeting (All at 7.00 pm in the Village Hall)

Tuesday 8 January 2019

Meeting closed at 8.41 pm