

WALSOKEN PARISH COUNCIL

Minutes of the **Walsoken Annual Parish Council Meeting** held at the All Saints Church
Community Room on Tuesday the 9th of May 2023 from 7.10pm

Present :

Councillors – Fred Leach - Chair, John Woolley, Andy Houghton, Chris Luff, Jenny Snow,
Clive Bettinson, John Harwin, Caroline Boyden, Parish Clerk.
Cllr Julian Kirk
No members of the Public

1. Welcome by the clerk who called for the election of the Chairman. Cllr Woolley proposed Cllr Leach with Cllr Houghton seconding, all in favour.
2. The election of the Vice Chairman took place with Cllr Leach proposing Cllr Wooley and seconded by Cllr Luff, all in favour.
3. To witness the signing of the Declaration of Office by the clerk. The register of interest and election spending forms to be completed by all councillors.
4. To approve the Village Hall contact. Cllr Woolley was approved by all.
5. Welcome from Chairman to everyone.
Public Participation – to allow public participation (3 minutes per speaker, up to a maximum of 15 minutes in total). – None present
6. Apologies – to accept apologies and reasons for absence:
Cllrs Joanna Taylor (other commitments), Richard Blunt & Chris Dawson (work commitments)
7. Declarations of Interest of any items on the agenda and to consider any requests for dispensations. None
8. Approval of the Annual Parish Council Meeting held on the 24th of May 2022 proposed Cllr Woolley, seconded Cllr Luff and all present at that meeting in favour. The Parish Council meeting held on the 11th of April 2023 were proposed by Cllr Bettinson, seconded by Cllr Luff and approved by all present at that meeting.
9. Matters Arising – to record matters arising from the last meeting:
 - 9.1 Meerdyke Solar Farm update – Objections have been made by planning and it is anticipated that an appeal will be forthcoming.
 - 9.2 Incinerator Response update – next update expected in the Autumn 2023.
 - 9.3 Bus Shelter slope – Cllr Houghton advised that markings were in place for a surface dressing.
 - 9.4 Sleights Drive basketball area – Cllr Leach reported that contractors working on a garden backing onto the area has removed the fence and he asked them for a quote to level and grass the area, verbal quote of \$6k. Another company Fen Fencing have quoted £995.
An email has been received from a member of the public regarding the poor state of the area and suggesting removal of the basketball posts. The grass needs to be cut asap.

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Signed

Date

Cllr Houghton offered to put an A5 notice together for all neighbours to have a say on the future use of the area.

ACTION AH

The cutting of the grass verges was raised as nothing has been cut this year to date.

Cllr Houghton advised that the Borough Council stated that verges will not be cut due to the adverse effect on the wildlife. Cllr Leach provided a map of the areas set out for cutting and it was agreed that Cllr Kirk and the clerk send out a letter to Martin Chisolm at Borough Council.

ACTION JK/CB

9.5 Reinstatement of the bus stop at S bend on the B198, Lynn Road. – letters from NCC have been received by the Clerk and Cllr Kirk for signature and return. This covers the signage required. Comments made on the opposite of the road bus stop location and the possibility of a trod to the community farm entrance. Cllr Kirk has offered some funding towards this.

9.6 Broad End Junction – the suggestion of a roundabout was discussed and the potholes on the A47 westbound to the junction turn. Exact locations required for reporting.

10. To receive reports:

10.1 Councillors' reports of villagers' concerns, highway issues, allotments, and street lighting.

- a. Cllr Houghton reported a damaged streetlight and clerk to report to Westcotec.
- b. Pot holes on the junction with Burrett Road and Blackbear Lane to be reported.
- c. On Sandy Lane the 40mph sign is covered with overgrowth.
- d. Burrett Road has areas with overgrowth affecting wheelchair users. Freebridge?
- e. Signage is down on Wilkins Road and the sink hole is still bad on Station Road.

Cllr Kirk will invite Andy Wallace and Jason Moore to an on site visit to cover all these highways issues.

ACTION JK

10.2 County and Borough Councillors reports: As per the Annual Parish meeting reports.

10.3 Clerk Report – The AGAR has been completed and has been approved by the internal auditor ready for approval at this meeting before filing to the external auditors.

Barclays Bank accounts to be closed as the precept was sent to the current account. These funds are being transferred into the new current account.

Standing orders have now been set up for regular payments - Westcotec, PAYE & Salary.

10.4 Churchyard matters - None

10.5 Village Hall – As reported in the Annual Parish Meeting.

10.6 Communications and Correspondence:

- a. Royal Mail recognition of Walsoken Norfolk – this has progressed and has support of Liz Truss, Julian Kirk and now the Borough Council who have written to Royal Mail.
- b. Website Review – following the discussions as the last meeting, Cllr Luff proposed the new website with Wix and Cllr Snow seconded with all in favour. Clerk to start the process.

ACTION CB

It was decided to open the website up with more local information including an historical page and events etc. Suggestions welcome.

- c. The clerk reported that interest had been received from a resident for co-option and the form had been sent.
- d. The NALC subscription was discussed and the 20% increase was concerning. It was agreed to not continue with the subscription.

11 . Planning:

11.1 Applications: (including those received after the agenda was produced)

Ref: 23/00324/F – Proposed Barn Conversion and new link at Rosalie Farm, Lynn Road.

It was agreed to send this back to planning as concerns raised re an “estate” being built.

23/00655/F – Variation of Condition 2 & 7 of planning application 22/00751/F – replacement dwelling and new culvert access at The Bungalow, Wilkins Road.

Decided to go back to planning as we do not agree with the variations.

23/00618/FM – proposed commercial units at Pondworld Retail Park, Lynn Road.

The application form is not correct and requires amendment. There is an IDB issue regarding drainage, especially displaced water and foul water is not mentioned.

All three application decisions were agreed by all present.

11.2 Decisions: (For information): **None**

11.3 Enforcements: 23/00190/UNOPDE and 23/00227/UNAUTHU – both for Topeka, Walton Road. Both pending consideration.

12. Finance:

12.1 Approve payments, receipts, bank reconciliation and statements for April 23. Proposed Cllr Woolley, seconded Cllr Leach, and all in favour.

12.2 Approval of payments for May 23 (to date)– due to the meeting being so early in the month, the clerk will issue a further payment listing later in the month. Proposed Cllr Woolley, seconded Cllr Leach, and all in favour.

12.3 To approve the adoption of the eligibility for the General Power of Competence. The Parish Council can now adopt the GPC with two thirds of councillors elected and the clerk having the CILCA qualification. Approved by all present.

12.4 To approve and sign the AGAR report for 22/23:

a. Section 1 Annual Governance Statement – proposed Cllr Leach, seconded Cllr Woolley and all in favour.

b. Section 2 Accounting Statements – proposed Cllr Bettinson, seconded Cllr Luff and all in favour.

c. Explanation of variances were approved by all

d. Internal Auditors report approved by all

13. To receive items for the next agenda:

Royal Mail recognition update

New Website update

Highways site visit

Bus Shelter on Blackbear Lane

Any items to be sent to the clerk 8 days before the next meeting date.

14. The next meeting will be the Parish Council Meeting from 7.00pm on the 4th of July 2023 at the Church Community Room.

The Chairman thanked everyone for attending.

PAYMENTS MAY 23

Salary April	£ 280.13	Standing Order
HMRC April 23	£ 70.00	Standing Order
Westcotec May 23	£ 18.58	Standing Order
Ewing Accounts	£ 84.00	
Clerk Expenses April 23	£ 58.20	
Hire of Church meeting room April	£ 50.00	
BHIB Insurance	£ 448.95	
Fred Leach (litter picking equipment)	£ 24.99	
Keven Brooks (Internal Audit)	£ 60.00	

Meeting ended at 20.51

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Signed

Date