

# WALSOKEN PARISH COUNCIL

Minutes of the Walsoken Parish Council Meeting held at the All Saints Church Community Room on Tuesday the 4<sup>th</sup> of July 2023 from 7.00pm

Co-option took place with Yvonne Cocks and Lynn Clarke proposed by Cllr Snow, seconded by Cllr Houghton and all in favour.

Present :

Councillors – Fred Leach - Chair, John Woolley, Andy Houghton, Chris Luff, Clive Bettinson, Jenny Snow, Joanna Taylor, Yvonne Cocks, and Lynn Clarke. Caroline Boyden, Parish Clerk.  
Cllr Julian Kirk, Cllr Chris Dawson (part time)  
No members of the Public

1. Welcome from Chairman to everyone and to the new Parish Councillors.  
Public Participation – to allow public participation (3 minutes per speaker, up to a maximum of 15 minutes in total). – None present
2. Apologies – to accept apologies and reasons for absence: Cllrs Harwin, Holiday and Cllr Blunt, work commitments.
3. Declarations of Interest of any items on the agenda and to consider any requests for dispensations. None
4. Approval of the Parish Council Meeting held on the 9<sup>th</sup> of May 2023 were proposed by Cllr Luff seconded by Cllr Woolley and approved by all present at that meeting.
5. Matters Arising – to record matters arising from the last meeting:
  - 5.1 Meerdyke Solar Farm update – appeal in progress.
  - 5.2 Incinerator Response update – no update.
  - 5.3 Bus Shelter slope – this has now been completed and considered to be a good job. Clerk to thank Andy Wallace. ACTION Clerk
  - 5.4 Sleights Drive basketball area – Cllr Houghton discussed the survey and it was agreed to go ahead with sending the survey out. Clerk to advise on homes in the vicinity and work with Cllr Houghton on the finer details. ACTION Clerk
  - 5.5 Reinstatement of the bus stop at S bend on the B198, Lynn Road. – no update received and clerk to chase. Copy of the information and map to be forwarded to Cllr J Woolley for the Community Farm to see. ACTION Clerk  
It was agreed that we should get quotes for the longest measurement and then amend when details are forthcoming.
  - 5.6 Broad End Junction – no update but the signs are still not working on both sides.
6. To receive reports:
  - 6.1 Councillors’ reports of villagers’ concerns, highway issues, allotments, and street lighting.
    - a. Cllr Clarke raised the issue of the potholes on Broad End Road and these require reporting to national Highways not County Council.

b. It was agreed that the damaged streetlight should be decommissioned. ACTION Clerk

6.2 County and Borough Councillors reports-

Cllr Dawson reports are all up to date.

Cllr Kirk reported on the 2 drain covers he arranged for replacements which were completed this morning with heavy hinged versions following the damage to the usual replacements. In London yesterday with the pig and poultry farmers regarding the current regulations not working.

Very quiet at BCKLWN at the moment with councillor still awaiting notification of responsibility. IDB unable to meet due to this.

6.3 Clerk Report –

The AGAR was submitted to PKF Littlejohn in June.

A recent training session bought up the issue of “anything happening to the clerk” and access is required via cloud for councillors to view all current and archived files. The best solution is via SharePoint and the clerk had identified a local business in King’s Lynn who can provide this along with a separate file for passwords to be kept and these would only be accessed by the Chair and Vice Chair with a specific code.

It was decided that a decision should be made on this by the 1<sup>st</sup> of September.

Costs would be £13.75 per month.

ACTION ALL

A new draft Donation and Grants Policy along with an application form has been created and to be discussed further at the next meeting.

The new website is now live, and it was agreed that the Code of Conduct, Standing Orders and Financial Regulations are on with reviews of other policies and procedures to take place at future meetings.

6.4 Churchyard matters – the TPO application to be discussed under planning.

6.5 Village Hall – Cllr Woolley attended the Village Hall Committee Meeting on the 27<sup>th</sup> of June 2023 and advised that the hall has reported a loss for the year of £1,669. This was mainly due to the refurbishment of the hall and facilities. A healthy bank balance of £27,000 was reported.

Air conditioning was discussed, and it was agreed to look for funding to assist with this. The heating costs will be reduced when the air conditioning has been installed.

The hall was left in a very untidy state following a recent booking including damage to toilets and other fittings. Therefore, it was decided to increase the damage deposit from £100 to £200.

Various fund raising ideas have been put forward including a clairvoyant, casino evening and a wrestling event.

The next meeting will be on the 1<sup>st</sup> of August.

6.6 Communications and Correspondence:

a. Proposed Trod from the new bus stop to the community farm was discussed and it was agreed that a footpath rather than a trod would be required. Cllr Kirk offered some funding and an application to the 50:50 partnership was mentioned.

b. Royal Mail recognition – no update received and clerk to chase.

ACTION Clerk

c. Website review – the new site is live and it was agreed that we have 4 logo’s to use throughout the year. Cllr Houghton to send images to the clerk.

ACTION AH

d. UPP Broadband. Following the email from UPP coming into the village, the clerk requested that a donation should be considered for the Community Farm.

e. Street lighting – Westcotec have advised that they are ceasing maintenance from the 1<sup>st</sup> of September and the clerk has requested quotes from two other providers.

- f. Black Bear Lane Bus Shelter discussed, and it only requires a roof. Andy Wallace to be contacted for permission. ACTION Clerk

7. Planning:

7.1 Applications:

**23/00110/TPO**- This relates to one of the trees at the back of the church. After discussions it was agreed to go back to planning requesting that confirmation is required regarding the actual ownership. ACTION Clerk

Cllr Leach advised that an invoice has been received from the Bishop of Ely’s Registry for £317.00 covering a fee relation to the felling of the 2 trees which have already been agreed by the Parish Council. It was felt that this additional invoice was not agreed and clerk to request more information. ACTION Clerk

**23/00941/F** – Battery Energy Storage Facility. It was agreed to make a “no observation” comment to planning. ACTION Clerk

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

8. Finance:

8.1 Approve payments, receipts, bank reconciliation and statements for May and June 23. Proposed Cllr Taylor, seconded Cllr Snow and all in favour. £38,184.62 to the 30.6.23

8.2 Approval of payments for July(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 Joanna Taylor, seconded Cllr Snow, and all in favour.

8.3 To review the first quarter financial report – overall under budget by £368.45 which is a good result when we had a payment of £350 for the tree survey which was not budgeted for.

10. To receive items for the next agenda by the 5<sup>th</sup> of September.

12. Next Parish Council Meeting will be from 7.00pm on the 12<sup>th</sup> of September 2023 at the Church Community Room.

The Chairman thanked everyone for attending.

PAYMENTS JUNE 23

Salary	June	£ 280.13	Standing Order
HMRC	June 23	£ 70.00	Standing Order
Westcotec	June 23	£ 18.58	Standing Order
Clerk Expenses	May 23	£ 36.60	
Hire of Church meeting room	May	£ 50.00	

PAYMENTS JULY 23

Salary	July	£ 280.13	Standing Order
HMRC	July 23	£ 70.00	Standing Order

Westcotec July 23	£ 18.58	Standing Order
Clerk Expenses June 23	£ 15.00	
Hire of Church meeting room July	£ 50.00	
Steve Jackman – new website	£ 295.00	
IDB drainage	£ 61.98	
Npower	£ 236.40	
Microsoft 365 subscription	£ 59.99	

Meeting ended at 20.50

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Signed .....

Date .....