

MINUTES OF MEETING OF WALSOKEN PARISH COUNCIL
HELD AT 7 PM ON TUESDAY 16th AUGUST 2022 AT ALL SAINTS' CHURCH,
WALSOKEN

In Attendance: Councillors F Leach (Chairman); John Woolley (Vice Chairman); C Luff; C Bettinson; A Houghton; J Snow; J Harwin; A Landall; B Sisson; County & Borough Cllr J Kirk; Clerk to the Council C Lilley.

1. **Public Participation:** None present
2. **Apologies for Absence:** Apologies were received and accepted from County Cllr C Dawson; Cllr Jo Woolley (no childcare)
3. **Declarations of Interest:** None declared
4. **Approval of Minutes of Meeting held 5th July 2022:** The minutes of the meeting were agreed as a true and accurate record. Proposed by Cllr J Snow, seconded by Cllr C Bettinson and unanimously approved.
5. **Matters Arising:**
 - a) Incinerator Response Update: Cllr Dawson has been keeping the Council up to date and the Clerk has been sending all emails to the Councillors. He sent an email this week saying that although NCC have not been formally notified by the Planning Inspectorate he is now aware that they have accepted Medworth CHP Limited's application for a Development Consent Order (DCO). He provided a link to the application. At the July meeting Cllr Blunt reported that the application for approval for the consultation process would be made that week and there would then be 14 days to respond as to whether the consultation process has been adequate. This is not the application itself and the planning application will follow. No Councillors have contacted the Clerk regarding the consultation following the last meeting and she has heard nothing further on that.
 - b) From 5(b) - Cllr Leach met with Westcotec on 8th July. They recommended a 3 bay reverse cantilever bus shelter which does not require a concrete base as the posts would sit in the grass. Their quote is the lowest of the 3 obtained (all excluding a concrete base) and is for £4378 exc VAT. As agreed at the July meeting the application for CIL funding was submitted in time for the 1st August deadline on the basis of the Westcotec quote for 50% of the cost with the balance to be met from CIL monies held. A response to the application is awaited. Cllr Leach reported about the meeting with Able Engineering but they wanted someone else to put the base down. PC wanted to look to BC to repair but they won't consider it until the shelter is installed. Westcotec found a water main and possibly a meter where the shelter is going so that is why they suggested the reverse cantilever. Passengers will be standing on the footpath under the shelter. They advised that there is adequate passing space there for wheelchairs/prams etc. The base will be the footpath. Westcotec felt this is the best option and once it is in place we have more chance of getting something done about the base. Cllr Kirk suggested making a contribution from his member's fund rather than with the Basketball area in order to get the shelter moved on. It was agreed to press ahead with the project even if the CIL application is refused so on that basis will order the shelter now to get it done before the cold weather. Cllr Kirk has offered 50% being £2189.00. **Clerk to check that ordering before the outcome of the CIL application won't effect the outcome and to order if not. Clerk to email Jason Moore at Highways re Cllr Kirk's offer.**
 - c) From 14 b) – Sleights Drive Basketball area: Cllr Dawson has been in contact with Gary Chilvers to obtain a quote and it has very much been left with him to progress. Cllr Dawson has reported that there has been some toing and froing with Gary Chilvers' office re a quote, however he has had a good chat with Gary re this, and it shouldn't be a problem. He is waiting to catch up with the Borough Council Cabinet Member that covers such matters to see whether BCKLWN can be involved in some way. Cllr Dawson has an agreement from Fountain Fresh to cover half of the cost (around £7000), and he and Cllr Kirk can make a contribution from their Local Member Funds (see 5(b) above re Cllr Kirk). Cllr Dawson says if CIL or PP could be considered, then we could be able to ensure delivery at nil cost to the P.C. In agreement with the Chairman the Clerk has not yet forwarded the emails to Cllr Blunt as Cllr Dawson is dealing with it. CIL is not an option in this tranche of applications as this window for applying has been closed and an application has been made for funding for the Burrett Road bus shelter. A PP application could be made though.
 - d) From 5(d) At the last meeting the Clerk reported that the Council had opened a query with regard to the bus stop and that they had forwarded it to the relevant highway depot. This is assumed to be Saddlebow. Since then Cllrs Kirk and John Woolley have emailed the depot and Jason Moore and the Clerk has done this

too. A local resident who previously emailed the Council on the matter telephoned after the last meeting to discuss the Councils proposals which at that stage did not include removing the bollards and she was happy with that, however, the bollards have now been hit by a vehicle in any event. Andy Wallace of NCC has passed the matter on to the passenger transport group for their take on the request having checked the details. He confirms that NCC put in the bollards because after the bus stop was removed lorries began using it and dumping rubbish and using hedges as a toilet. He witnessed this in person and says it is not exaggerated but the bollards could be easily removed if the bus stop was re-instated. A further email was received from NCC today asking for confirmation of the exact location which Cllr Kirk has given so that an investigation can begin. Cllr Kirk also stated that he has experienced the location and never seen any of the reported rubbish or human waste although did confirm occasional lorries parking there. A further email has come from NCC re street furniture request and they are contacting the bus company to see if they would re-instate the bus stop and if so could NCC remove the layby (which is for buses only in any event) and have it returned to grass verge. A discussion followed regarding the stop but it is a case of waiting to hear back from Norfolk County Council. There is a lot of bad feeling on Social Media about the bus stop having been removed and Cllr Kirk has had a lot of complaints. This is an ongoing matter and will remain on the agenda.

6. Planning: The clerk reported on the planning information which has been circulated and was noted. The outstanding planning applications were discussed and recommendations agreed as follows:

22/01291/PIP – Max 9 Dwellings Burrettgate Rd – Defer to BC

22/00829/F – Rosalie Farm - Defer to BC

21/02443/FM – Worzals Garden Centre - Agreed Walsoken PC response is that as the bulk of the application relates to West Walton Parish we are happy to support whatever their recommendation is.

22/01370/F – People & Animals – Recommend Approval.

Unrelated to the planning application at People & Animals, concern was raised about what they do with the horse manure as it appears to be just being dumped at the side of the road which is a breach of rules. **WPC would like to write to the Farm and raise concerns and that it is a potential health & Safety Issue and the Clerk will do this and check rules regarding disposal before writing. Health & Safety Concern and potential of rats.**

7. Finance:

a) The schedule of payments as shown has been circulated. All payments were unanimously approved as proposed by Cllr B Sisson and seconded by Cllr John Harwin.

WALSOKEN PARISH COUNCIL PAYMENTS AND RECEIPTS FOR APPROVAL

Meeting date 16th August 2022

Please note there may be additional routine or budgeted payments added to this list prior to the meeting.

PAYMENTS TO BE MADE ONLINE or by CHEQUE	DETAILS	NET AMOUNT	VAT	TOTAL
Mrs C Lilley	Net Salary 04.07.22 – 12.08.22	£469.73	£0.00	£469.73
Mrs C Lilley	Expenses	£46.80	£0.00	£46.80
Mrs C Lilley	Reimbursements	£38.81	£7.77	£46.58
HMRC	PAYE C Lilley	£0.00	£0.00	£0.00
Westcotec	Streetlight Maintenance July 2022	£15.48	£3.10	£18.58
Npower Business	Electricity Supply 01.04.22-30.06.22	£223.21	£11.16	£234.37
		£0.00	£0.00	£0.00
		£0.00	£0.00	£0.00
	TOTAL OF PAYMENTS	£794.03	£22.03	£816.06

RECEIPTS	DETAILS	AMOUNT
		£0.00

Bank Balances (Incl above)	Amount
Current A/C brought fwd	£1,866.10
Current A/C Bal to carry fwd	£1,050.04
Savings Account	£34,812.49
TOTAL	£35,862.53
Bank Reconciliation	
Balance forward	£36,678.59
Add receipts	£0.00
Sub total	£36,678.59
Less payments	£816.06
TOTAL	£35,862.53

The Clerk reported that she has had a few general queries from PKF Littlejohn regarding the AGAR forms but that she has responded and they are happy with the response so far. They have not yet been signed off. The notice of public rights was issued as stated in the previous minutes and the period ended on 11th August 2022. There were no requests to view.

b) There were no additional comments regarding the potential application for a Parish Partnership application. Closing date is 9th December 2022. To remain on agenda on an ongoing basis until December.

8. Highway Matters:

The clerk reported on current outstanding highways matters as contained in the report as circulated and this was noted. A number of matters have been reported since the last meeting and seem to have been resolved. The A47 Broadend Road signs being obscured was reported to Highways England via email. The trees have now been cut and the signs are visible and working. They alert drivers on the A47 travelling at speeds of 50mph or over if there is traffic sitting at either junction and warn to slow down. They do not activate if there are no cars waiting regardless of the speed. Their proximity to the junction makes them relatively unhelpful. Cllr Leach queried whether the over hanging tree just beyond the sign could be preventing the sensor from seeing vehicles approaching from the Walsoken side.

There is pothole on Biggs Road PE14 7DL where a pipe was laid. **Clerk to report**

The Ranger has emailed to advise they will be visiting in September 2022. Any particular areas of concern should be reported for inspection.

a) Road Signage – The Clerk sent emails to Jason Moorse regarding the possibility of a passing space sign on Sparrowgate Road and a turning sign on Green Lane and copied Cllr Dawson in on it. Passing space signs have been ordered by Andy Wallace. Cllr Dawson advised that Andy Wallace would be contacting the clerk regarding Green Lane. Nothing has been heard yet. Jason Moorse has not responded.

9. Street Lighting & Allotments: Nothing to report

10. Churchyard Matters:

a) Plant a Tree for the Jubilee - As requested the Clerk sent details to Cllr Dawson. Following discussions with the Chairman and Vice Chairman she has since emailed to reserve the Holly Oak tree to be collected in the Autumn. Unfortunately they have replied and advised that they are no longer able to supply that tree as they are all sold out but they can supply a quercus ilex (holly oak) 10/12cm girth approx. 3.5m in height at £135.00 + VAT each which is the same tree but larger. Cllr Kirk advised that if Cllr Dawson is unable to fund the full amount now due to the increase in cost, he will meet the the difference personally. The Council agreed to order and pay for the larger tree now and ask Rachael's plants to store until collection and planting in the Autumn. **Clerk to order the tree.**

b) Cllr Landall reported that the epicormic growth still hasn't been done. Idverde have visited and trimmed bushes and done the chain link fence but not the epicormic growth. It has never been left this late previously and he is concerned particularly as he has chased it up twice. He and the Parish Council are disappointed it is now August and there is concern that if it wasn't chased it wouldn't get done at all. In addition, the bin bags have not been emptied all year. This is part of the contract with Idverde and it should not be for the Parish Council to have to chase them all the time. **Clerk to email them and draw attention to this but to also thank them for the things they have done**

11. **Correspondence:** a) Jonathan Peeling of CEVA has emailed again regarding the defibrillator discussed earlier in the year. They now wish to donate their old defibrillator to the Parish Council and Cllr Woolley has discussed with the Village Hall Committee the potential of putting it there. They are very keen and both parties would like a presentation and photos for publicity purposes. Cllr Woolley is going to meet with Mr Peeling to discuss and the Clerk emailed to arrange this but has not heard back and will chase. It was agreed that as the Village Hall will be hosting and funding the defibrillator then following the meeting the Parish Council could put CEVA in contact directly with the Village Hall and step back from the matter.

b) Norfolk County Council Social Infrastructure Fund. The latest round of this has launched and Groups and Organisations can submit expressions of interest from 25 July 2022 until 5pm on 19th September. The email was forwarded to all Councillors on receipt for their consideration. It was agreed that the Parish Council does not currently have any projects that fit the criteria and it was agreed there was nothing to submit.

c) The clerk has received an email from SAAA regarding smaller authorities option to opt out of external auditing which was read to the Councillors. Currently the Parish Council is opted in and no action is required if the Parish Council wishes to maintain the status quo. The email was discussed and it was decided to remain opted in (no change). Proposed by Cllr Snow and seconded by Cllr Houghton. No action required.

12. Any Other Matters including urgent matters arising:

a) Village Hall update – Cllr John Woolley will continue to attend Village Hall meetings when possible but will only report back for the purposes of the Minutes if there is something of relevance as it was agreed at the last meeting that as he attends as an observer only and the Hall is not within the Parish it is not essential to have a representative. As referred to in item 11(a) above Cllr Woolley put the defibrillator proposal to them and they are happy to host and maintain this. The Parish Council will not be involved.

b) The Clerk reported that when looking at potential locations for the defibrillator from CEVA she became

aware that the one on Kirkgate St is not registered and therefore is less likely to be used because the emergency services aren't aware of it. It is now registered with BHF on their system known as The Circuit. The current pads expire on 28th September 2022 so new ones need to be purchased. The Clerk has found adult pads for £54 plus VAT (£64.80) from Defib Store Ltd. They can also supply paediatric pads if required. **The Council agreed to order new adult pads and the Clerk will order and will also enquire what happens to the outdated pads – can they be recycled?**

c) Cllr Houghton advised of a family have moved in near Argyll Gardens with 2 disabled children and that they are looking at getting a designated disabled parking place. He wondered if anyone might have any knowledge or experience of how to go about this. Cllr Kirk will see if he can find any information.

13. Agenda Items for Next Meeting: None

Cllr Leach thanked everyone for attending and the meeting closed at 8.45pm .

The next meeting will be on Tuesday 4th October 2022 at 7pm at All Saints' Church, Walsoken.

Signed.....(Chairman) Dated.....2022