

**Walsoken Parish Council Minutes**  
**of the ZOOM meeting held on Tuesday 19<sup>th</sup> January 2021 at 7pm**

**COUNCILLORS PARTICIPATING**

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Andy Houghton, Allan Landall, Barry Sisson, Clive Bettinson, Chris Luff and Jo Woolley.

County Cllrs Harry Humphrey and Sandra Squire.

Borough Cllrs Richard Blunt and Julian Kirk

One member of the public

Item No.	Details
	Cll Leach welcomed everyone and thanked them for attending.
1	<b><u>Public Participation</u></b> Nothing to report.
2	<b><u>Apologies</u></b> Cllr Jenny Snow – unwell.
3	<b><u>Declarations of Interest</u></b> None declared.
4	<b><u>Urgent Matters</u></b> None reported.
5	<b><u>Approval of the Minutes</u></b> The Minutes of the Zoom meetings held 24 <sup>th</sup> November 2020 had been circulated and were approved as a true and accurate record, with the deletion of Cllr Bettinson's name included twice, proposed by Cllr Luff, seconded Cllr Sisson, the Minutes will be signed by Cllr Leach retrospectively.
6	<b><u>Matters Arising</u></b>
a)	<b>Pedestrian gates, Green Lane</b> – Clerk reported this is in hand and Andy Wallace at Highways is on the case.
b)	<b>Defibrillator</b> – Clerk reported the defibrillator has been installed on the corner of VIP Hair Salon and had been registered with the East of England Ambulance Service. A thank you letter had been sent to the salon proprietor with a weekly check list to ensure the defib. unit is in working order.
c)	<b>Postal addresses</b> – Clerk had contacted Fenland District Council but they had been unable to provide road names with Walsoken included, as requested by Royal Mail. Cllr Blunt advised that addresses are on a national data base and any changes would require enormous effort. A boundary exercise is due to take place which may have an effect on ward boundaries,. A comment was made that this may just effect divisions. It was noted that some councillors had reported personal problems with addressing being in Cambridgeshire rather than Norfolk. A suggestion was made that this exercise would prove expensive to continue with no guaranteed outcome and not good use of parishioners' money, and perhaps a committee would like to take it forward in their own time. Clerk reminded the Council that the Royal Mail had advised that “Wisbech” had to be included in all addresses as this is the local Sorting Office, plus county names do not have to be included as long as there is a postcode. As there was no definite proposal made, Cllr Leach asked that councillors email the Clerk to let her know whether they wanted this issue to be pursued or not.
d)	<b>TV Reception</b> – Clerk had received a reply from the Information, Management and Technology Department at Norfolk County Council advising that the Parish Council should collate names and postcodes of those having issues, exact nature of issue and resident's permission to share the information. This should then be sent to the Government Department for Digital, Culture, Media & Sport and Freeview, although the problems would only be reviewed and there was no guarantee that problems would be resolved. As there were no comments from councillors this item will be lapsed.
e)	<b>Zoom fees</b> – Clerk had researched the reduction in fees but this applied to charities only. Cllr Humphrey advised that meetings are free for 40 minutes but it was agreed that this may be disruptive so the monthly fee will be paid for the time being pending notification from the Government that public meetings can commence again.
f)	<b>Village Hall</b> – Cllr John Woolley reported that the Chair of the Village Hall committee had notified him that the hall is not going to open this year.
7	<b><u>Planning</u></b>
a)	<b>The Planning Report</b> – the Planning Report had been circulated to councillors, and was noted.

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8	<p><b>Finance - Payments and receipts</b> – the schedule below had been circulated.</p> <p>a)</p> <table border="1"> <thead> <tr> <th>PAYMENTS TO BE MADE</th> <th>DETAILS</th> <th>NET AMOUNT</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>101971 Mrs A Williams</td> <td>Net salary 16<sup>th</sup> Nov 2020 to 10<sup>th</sup> Jan 2021</td> <td>£448.80</td> <td>£0.00</td> <td>£448.80</td> </tr> <tr> <td>101972 Mrs A Williams</td> <td>Expenses £56 to 19.1.21 and Zoom x 2 £28.78</td> <td>£84.78</td> <td>£0.00</td> <td>£84.78</td> </tr> <tr> <td>101973 HM Revenue &amp; Customs</td> <td>Income tax 16<sup>th</sup> Nov 2020 to 10<sup>th</sup> Jan 2021</td> <td>£112.20</td> <td>£0.00</td> <td>£112.20</td> </tr> <tr> <td>101974 Mrs A Williams</td> <td>Reimburse ink cartridges</td> <td>£39.00</td> <td>£0.00</td> <td>£39.00</td> </tr> <tr> <td>101975 Westcotec</td> <td>Maintenance Nov and Dec 2020</td> <td>£26.92</td> <td>£5.38</td> <td>£32.30</td> </tr> <tr> <td>101976 E.On</td> <td>Supply Oct to Dec 2020</td> <td>£166.24</td> <td>£8.31</td> <td>£174.55</td> </tr> <tr> <td>101977 C.Plumb Contractors</td> <td>Installation of defibrillator</td> <td>£360.00</td> <td>£0.00</td> <td>£360.00</td> </tr> <tr> <td>101978 SLCC</td> <td>Renewal subscription</td> <td>£95.00</td> <td>£0.00</td> <td>£95.00</td> </tr> <tr> <td>101979 Idverde</td> <td>Annual maintenance churchyard for 2020</td> <td>£1,200.00</td> <td>£240.00</td> <td>£1,440.00</td> </tr> <tr> <td>101980 Westcotec</td> <td>Maintenance Jan 2021</td> <td>£13.46</td> <td>£2.69</td> <td>£16.15</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>TOTAL OF PAYMENTS</b></td> <td><b>£2,546.40</b></td> <td><b>£256.38</b></td> <td><b>£2,802.78</b></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>RECEIPTS</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Savings Account</td> <td>Interest Dec 2019-2020</td> <td>£14.52</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>TOTAL OF RECEIPTS</b></td> <td><b>£14.52</b></td> </tr> </tbody> </table> <p>b) Cllr Bettinson proposed the payments be accepted, seconded by Cllr Sisson, all in agreement.</p> <p><b>Chapnall Road Bus shelter</b> – a comparison of 3 shelters had been circulated. Able Engineering £7,280 + VAT, Bikedock Solutions £3,560 + VAT and Westcotec £7,500 + VAT. It was noted that, with the exception of Bikedock, the quotes included a new base. Additionally, Westcotec had viewed the site and advised that the existing footpath wasn't safe and they would move the base closer to the path and make good the site. There was also a possibility that Freebridge Community Housing Association might be able to assist with the base whilst they are on site, building the new houses nearby.</p> <p>Clerk advised that the Parish Partnership application had been increased to £3,750 and a decision would be received in March.</p> <p>Cllr Blunt advised that CIL funding was available for applications commencing 25<sup>th</sup> January, applications would be scored and decisions made in July.</p> <p>It was agreed to accept Westcotec's quote and Clerk to apply for the 50% of the quote.</p> <p>c) <b>Draft Budget and Precept</b> – the draft Budget had been circulated with examples of 3%, 5% and 10% increases in the Precept. Clerk explained that any potential funding hadn't been included and that if there was no tree maintenance required in the churchyard, the £3,000 in Reserves would be held over.</p> <p>A proposal was put forward that, in view of the current economic climate this year, the 3% increase would be more acceptable. All agreed unanimously.</p> <p>The Budget figures were agreed unanimously.</p> <p>d) <b>Online banking</b> – Clerk advised that this is progressing with Cllr John Woolley and Cllr Bettinson's information being confirmed by Barclays Bank as signatories.</p> <p>e) <b>Clerk's salary</b> – Cllr Jo Woolley proposed that the salary is increased to £13.50 per hour with immediate effect, seconded by Cllr John Woolley, unanimously agreed.</p>	PAYMENTS TO BE MADE	DETAILS	NET AMOUNT	VAT	TOTAL	101971 Mrs A Williams	Net salary 16 <sup>th</sup> Nov 2020 to 10 <sup>th</sup> Jan 2021	£448.80	£0.00	£448.80	101972 Mrs A Williams	Expenses £56 to 19.1.21 and Zoom x 2 £28.78	£84.78	£0.00	£84.78	101973 HM Revenue & Customs	Income tax 16 <sup>th</sup> Nov 2020 to 10 <sup>th</sup> Jan 2021	£112.20	£0.00	£112.20	101974 Mrs A Williams	Reimburse ink cartridges	£39.00	£0.00	£39.00	101975 Westcotec	Maintenance Nov and Dec 2020	£26.92	£5.38	£32.30	101976 E.On	Supply Oct to Dec 2020	£166.24	£8.31	£174.55	101977 C.Plumb Contractors	Installation of defibrillator	£360.00	£0.00	£360.00	101978 SLCC	Renewal subscription	£95.00	£0.00	£95.00	101979 Idverde	Annual maintenance churchyard for 2020	£1,200.00	£240.00	£1,440.00	101980 Westcotec	Maintenance Jan 2021	£13.46	£2.69	£16.15	<b>TOTAL OF PAYMENTS</b>		<b>£2,546.40</b>	<b>£256.38</b>	<b>£2,802.78</b>	RECEIPTS	DETAILS	AMOUNT	Savings Account	Interest Dec 2019-2020	£14.52	<b>TOTAL OF RECEIPTS</b>		<b>£14.52</b>
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9	<p><b>Venues for meetings</b></p> <p>Two potential venues were suggested – the church and Wisbech Town Football Club.</p> <p>Cllr Landall would be happy to make the church meeting room available subject to the Church Council's permission, he will speak to them. Cllr Leached thanked Cllr Landall for this offer.</p> <p>Clerk to write to the Football Club to make preliminary enquiries about availability and cost.</p>																																																																					
10	<p><b>Police Inspector's briefing</b></p> <p>Cllr Houghton and Cllr Snow had joined the Zoom meeting. Cllr Houghton reported that introductions had been made which was useful but that most of the information given had no direct relevance to Walsoken and there was no opportunity to ask questions. Cllr Leach thanked Cllr Houghton for attending.</p>																																																																					
11	<p><b>Highway matters</b></p> <p>a) The updated Highways Report was circulated.</p> <p>b) <b>Potholes</b> – Clerk to report the 2 pot holes again in Blackbear Lane plus one on Lynn Road between Wheatley Bank junction and the small roundabout.</p>																																																																					

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12	<p><b>Streetlighting</b> Nothing to report.</p>
13	<p><b>Allotments</b> Clerk was still waiting to hear re the rent increase.</p>
14	<p><b>Churchyard matters</b> <b>Churchyard maintenance</b> – Cllr Landall reported there was nothing to report other than the moss on the path which is included in the Idverde contract. This could be dangerous when wet as it's slippery. A spray had been applied and will be monitored.</p>
15	<p><b>Correspondence</b> A resident had emailed a suggestion to plant wildflowers on verges to encourage wildlife, reduce grass growth and visually improve the area. The council agreed in principle but noted that grass eventually takes over and stifles the majority of wildflowers after 3 years. If planted in verges the Borough Council would have to be asked not to cut them as normal. The small grass area near Sylveden Drive was suggested and Cllr Landall will ask the Church Council if they would be willing to set aside a wild life area in the churchyard. Clerk to reply that the Council broadly supports her idea and ask her the way forward.</p>
16	<p><b>Urgent Business</b></p> <p>a) <b>A47 improvements</b> – it was noted that improvements are due to start on the A47 at Guyhirn roundabout. Cllr Blunt advised that the Broadend Road improvements had slipped back to a start date in February but a Project Manager had been appointed. Improvements are also due to begin at the Elme Hall roundabout and the Cromwell Road/Newcommon Bridge roundabout.</p> <p>b) <b>Tree planting</b> – Cllr Squire had circulated a report which included the County Council's plans to plant one million trees over five years, working with partners, communities and landowners. Cllr Squire advised that a nursery had been set up and Parish Councils will be contacted to see if they require any trees. She will ask if they have to be planted on public land.</p> <p>c) <b>Cllr Humphrey</b> – announced his retirement and advised he wouldn't be standing for election again this year. Cllr Leach thanked him for all he's done for Walsoken and wished him all the best for the future.</p>
17	<p><b>Agenda items for the next meeting - 2<sup>nd</sup> March 2021</b> None. Cllr Leach thanked everyone for attending. The meeting was closed at 8.27pm. The next Zoom meeting is on Tuesday 2<sup>nd</sup> March 2021 at 7pm.</p>

.....Chair

.....2021