

**AGENDA**  
**OUTWELL PARISH COUNCIL**

The 329<sup>th</sup> Extra Ordinary Meeting of the Parish Council will be dealt with via emails and telephone calls - due to the fact that Covid - 19 has prevented a meeting of Councillors, public and press being held.

**First of all, the Council pass their condolences onto Councillor Mr Dale Boyce on the the passing of his father Mr. David Boyce last month.**

No new information from the Village Cleaner- his wage went upto basic wage on April 1<sup>st</sup> to £8.72.

You have received all the updates from the police.

1 Approval of the minutes for the last meeting dealt with via emails and phone calls. A proposer and seconder is required to approve the minutes. If you are prepared to propose acceptance of the minutes please contact the Clerk. Assuming that more than one councillor is prepared to propose acceptance Debbie will choose another as seconder and notify all members of the Council. This should be dealt with ASAP so will councillors who are willing to propose acceptance contact the Parish Clerk as a matter of urgency. The minutes for all virtual meetings will be signed at the next held meeting.

2 The Chairman would again like to propose that the Council should record its thanks and appreciation of the efforts of all those still working to meet the needs of our parishioners. These include those working at the health centre and our local pharmacy and also all those still working in local businesses to help to provide the goods and services local people need to get through the crisis we are all facing. We would also like to record our appreciation of the efforts of all those volunteers who are helping by doing the shopping and a variety of other tasks to help the most vulnerable members of our society.

3 Much information and updates have been shared to you from various authorities. Jackie Scroten has now requested our help with possibly having good delivered to the Village Hall and then we distribute to the old and vulnerable- email sent 4.5.2020- comments please either way.

4 Council Procedures. At the March meeting of the Council there was a discussion of the best way for parishioners to bring to the attention of the Council those matters that were a cause for concern that they would like Council to consider. The issue was whether Council should require parishioners to notify the Council in writing or whether verbal communication with a Council member should be sufficient. Council needs to make a decision on this issue. It should be noted that Council did agree at the March meeting that all relevant information should be given to the Parish Clerk before the agenda is published. Only those matters on the agenda can be discussed at the meeting. This matter didn't reach any proper conclusion so Chairman requested it to be on this agenda.

5. To report matters arising from the minutes from the Virtual Meeting dated 7<sup>th</sup> April 2020 - information only.

It was proposed that the AGM would be held virtually via emails and telephone calls- this is not legal- so this has now been proposed to be held on Tuesday 2<sup>nd</sup> June via another safe method.

Clerk to get in touch with NCC about the possibility of lighting on the new proposed site- Oakley Developments.

6. Matters raised for Agenda.

No new matters have been raised- Clerk did get in touch with the Councillors about renting the Recreation field to horse owners that had already got their horses on there- Mixed responses from the few that responded. Please can everyone have a view and then a decision can be made? I had hoped for a contract to be set up for 1<sup>st</sup> May.

7. Neighbourhood Planning- no updates.

8. REPORTS-

- Beaupre School was closed on Friday 20<sup>th</sup> March due to the government guidelines.

- No updates on the Cemetery. Clerk received a call to see if the Cemetery in Outwell was closed. She contacted a trustee from the Cemetery Dissenters who informed her the government guidelines request no one visits Cemeteries during lockdown apart from funerals, but this has not been enforced locally.
- No report from the Playing Field and Village Hall Committee.
- To receive the report from the Planning working party - report circulated before meeting.
- Applications are still coming through - responses are taking more time.
- To receive the report from the Allotment Working Party – The allotment rents been paid apart from two tenants- these will get a reminder.

9). FINANCE -

1). To formerly approve March. Please can someone approve these?

Agree to sign cheques and approve payments - copy of payments to be made are attached to this agenda.

2). Variance Update for March- copies to all Councillor's

3). BulleyDavy are the accountants that ensure the Clerk's salary is accounted for. As agreed the Clerk's salary went up on 1<sup>st</sup> April to £541.00 per calendar month

4). Emma Bateman from West Walton Parish Council has agreed to do the internal audit on behalf of Outwell Parish Council. The Council have been given an extended month to get the end of Year accounts to the Audit Commission due to Covid -19.

5). Allotment rents received – £3957.50.

10. To receive the report from the Village and Highways Working Party-

The Rangers are coming to the Parish in June- have had a few jobs for them to do- are there any more?

11. Parish Partnership 2020- NCC have written to say decisions on Sam2 Cameras have been delayed but will inform Council as soon as a decision has been made.

12. To receive any updates on the Rights of Way in the Parish- Councillor Ms Sarah Arden – need to ensure adequate signage for all Public access and also ensure that they are all clear.

13. There is no report from County Councillor Mr. Harry Humphrey and Borough Councillor Mr. Chris Crofts at this time.

14. Outwell Parish Council Web Site is updated monthly.

15. The next meeting of the Parish Council is scheduled for Tuesday 2<sup>nd</sup> June after the AGM at 7pm 2020, at The Crown Lodge Meeting Room. As things stand at present it is extremely unlikely that this meeting will be able to take place as normal. The Council will need to conduct its business as well as it is able using remote communication.

16. To consider agenda items for the next meeting – 27.05.2020.

Debbie Newton 04/05/2020