

## OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 370<sup>th</sup>), of the Council, commenced on Tuesday 2<sup>nd</sup> April 2024, at 7pm at Upwell Public Hall, New Road, Upwell. Chairperson, Mr. Fred Keer presided over the meeting.

### **1.1 Attending: -**

Councillor's Mrs. Jane Sutton, Mrs. Tara Rust, Ms Donna Semmens, Mrs Jill Gooch, Ms Andrea Alexander and Mrs. Gina Greenwood,  
County Councillor Mr. Chris Dawson  
Borough Councillor Mr. Chris Crofts.  
2 members of public

### **Apologies accepted for absence: -**

Councillors Mr. John Watts, Mr. David Murfitt, Mr. Dale Boyce and Ms Sarah Arden.  
Borough Councillor Mr. Harry Humphrey.

1.2. Councillors' Declaration of Interest in tonight's Agenda items.

**Please indicate whether the interest is a personal one only or one which is also prejudicial. A declaration of an interest should indicate the nature of the interest and the agenda item to which it relates. In the case of personal interest, the member may speak and vote on the matter. If a prejudicial interest is declared the member should withdraw from the room whilst the matter is discussed.**

1.3. **Public Forum:** No one spoke.

1.4 The minutes of the meeting held on Tuesday 5<sup>th</sup> March 2024 were distributed before this meeting. They were accepted on a proposal by Cllr Gina Greenwood and seconded by Cllr Tara Rust. These were duly signed as a true record by the Chairperson.

1.5 **Council procedures-** no new ones.

## **2 Councillor's Reports**

3.1 NCC – Chris Dawson – various updates and information have been sent by Chris since the last meeting. He and the resident present at the meeting informed the Council of the how Council can go about clearing the area where Penn Sluice is. This to be carried out after the work has finished by NCC highways on Sluice Bridge. Councillor Mrs. Jane Sutton offered to be part of the working party. This in future will be reported on the action plan.

Councillor Mrs Jane Sutton asked CC Chris Dawson how the council can request another bus stop location in the village. The first step is to contact NCC Highways- Clerk to action this.

**CC Chris Dawson left the meeting at 7.15pm.**

**Chairman spoke to Council referring to copying Chris Dawson in all email replies- please can council members ensure when they reply that Chris Dawson's name isn't always on the list.**

3.2 B C – Chris Crofts reported that the application for 9 caravans at the Cotton's Head site had been refused. He re iterated that CIL money is available for all sorts of projects in each Parish- he used the example that Upwell Council have got money for stonework repair on St. Peter's Church. Outwell Council should apply for money for the Penn Sluice project. He also reported that the Borough Council are clamping down big time on Fly Tipping- fines are being made.

He touched on dog breeding business in the Parish- they are investigating another dog breeders located in Basin Road.

**BC Chris Crofts left the meeting at 7.25pm.**

### 3 To report matters arising from the minutes from the Meeting held 5<sup>th</sup> March 2023.

Instead of having a list of Actions that certain Councillors are attributed to and them reporting each month- there is an action sheet (attached to the minutes) which will show updates. Certain Councillors will have their responsibilities but can take on board others to help them.

Update Action plan is attached to these minutes.

Councillor Mrs Jane Sutton briefed the Council on the New Cemetery. Councillor Ms Donna Semmens reported that several volunteers have given an interest in becoming a working party for the Community Garden Project. There are grants available. She requested that the Council authorised her to apply for Grants and got in touch with volunteers. This was unanimously agreed.

It was agreed to take Neighbourhood Planning off the Action list. Councillor Ms Donna Semmens then went on to update the Council briefly on the Community Magazine development -so far. She asked the Council for support with the first edition- depending on if the costs outweigh the income and that she can do whatever is required for the magazine to get off the ground, the Council unanimously agreed.

## 4. FINANCE –

### Payments for APRIL 2024 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	604.12	0.00	604.12	APR01/24	Clerk Wages
Mr Ellington	329.80	0.00	329.80	APR02/24	Village cleaner 31.5hrs @£10.47
Plusnet	38.58	0.00	38.58	APR03/24	BT Telephone/broadband March
K & M Lighting	105.15	21.03	126.18	APR04/24	APRIL Streetlighting maintenance
Upwell Village	22.00	0.00	22.00	APR05/24	Hire of Hall MARCH meeting
Trim/Clear	280.00	0.00	280.00	APR06/24	Clearing overgrown Veg
Wave Water	17.32	0.00	17.32	APR07/24	Water charge for cemetery.
SSE	482.64	24.13	506.77	APR08/24	Electricity February
Mrs Nicholas	1500.00	0.00	1500.00	APR09/24	Half yearly rent of land
BCKL&WN	475.80	95.16	570.96	APR10/24	Dog Waste Bins emptying
Totals	3855.41	140.32	3995.73		

### 4.1 Decisions/action

4.1.1 March Accounts were formerly approved.

4.1.2. April payments were authorized.

4.1.3- Chairman has produced Variants for the month February.

### 4.2 For information

4.2.1 BulleyDavy are the accountants that ensure the Clerk's salary is accounted for.

4.2.2. PKF Littlejohn are OPC's external Auditors.

4.2.3. Emma Bateman to be OPC's internal auditor.

4.2.4. Minimum wage has gone up to £11.44 per hour from April 1<sup>st</sup> 2024

## 5. REPORTS-

**5.1 To receive monthly Police Updates sent via email.** All relevant emails sent to the Councillor's.

**5.2 To receive the report from the School Liaison Officer –** Councillor Mrs Gina Greenwood reported that the school had written to Police about Parking and done what was required of them, the ball is back in CC Mr Chris Dawson's court. She then went onto say there was another meeting with parents about Secondary School allocation. They are less panicked and quite open to be sending their children to KES. This will always be an issue for years to come, Chris Dawson is liaising with Council's due to boarder issues, will continue to be a work in progress. A new secondary school is required.

**5.3 To receive the report from the OLD Cemetery working party. No report**

**5.4 To receive the report from the Playing field and Village Hall Committee –** Councilor Mrs. Tara Rust reported the new floor is down. Jumble Sale is the next fundraiser. A copy of Outwell Village Hall Accounts has been given to the Council.

**5.5 To receive the report from the Planning working party –** report attached to the agenda.

**5.6 To receive the report from the Village and Highways Working Party-**

5.6.1. Streetlights reported as and when.

5.6.2 Any highway reports to Councilor Mrs. Jane Sutton.

**5.7 To receive the report from the Allotment committee: -**

**6. MATTERS FOR COUNCIL TO ACTION: -**

6.1 Email from Bill requesting OPC to support the renovation of Penn Sluice- this was agreed earlier in the meeting.

6.2. Email from NCC Chris Dawson – erecting Bird and Bat boxes in the community- these will be suitable in the Community Garden when it's finished.

**7 Outwell Parish Council Web Site is updated monthly-**

**8 To consider agenda items for the next meeting 01.05.2024.**

**9 Date of next scheduled meeting – Tuesday 7<sup>th</sup> May following the AGM, at 7pm at Upwell Village Hall, New Road, Upwell.**

**Meeting Duly closed at 8.35pm**

**Signed.....**

**Date.....**