

OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 368th), of the Council, commenced on Tuesday 6th February 2024, at 7pm at Upwell Public Hall, New Road, Upwell. Chairperson, Mr. Fred Keer presided over the meeting.

Attending: -

Councillor's Mrs. Jane Sutton, Mrs. Jill Gooch, (7.10pm) Mr. John Watts, Mr. David Murfitt, Mr. Dale Boyce, Mrs. Tara Rust, Ms. Sarah Arden, and Mrs. Gina Greenwood, Borough Councillor Mr. Chris Crofts.
3 members of Public

1.1 Apologies accepted for absence: -

Councillor Ms. Donna Semmens
Borough Councillor Mr. Harry Humphrey.
County Councillor Mr. Chris Dawson

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 5th December 2023 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.

Clerk was requested to leave the meeting. In her absence Chairman spoke of the Action plan that the Clerk had devised and had been approved by both him and the Vice Chairperson. He asked that the Council approve this too. Also, he has asked that the Council increase the number of hours she works, so that there were times she would be available for phone calls- This would then be advertised on the Web Site. The Council have requested that the Clerk keeps a log of what hours she does during February. Clerk returned to the meeting.

2. Chairman invited Borough Councillor Chris Crofts to report to the Council. Councillor Mrs Jane Sutton asked if she could speak on behalf of County Councillor Chris Dawson in his absence. She reported that Kevin Townley and Chris Dawson have been in conversation over the finance and responsibility of the railings after they are repaired/replaced.

Cllr Jane Sutton proposed that OPC took the responsibility of the railing in future, when the repairs had been done, this was seconded by Cllr Jill Gooch- a vote was taken- 6 hand for the proposal- 2 against. The motion was carried. Cllr Jane Sutton to send the correspondence to Council to keep them updated. Cllr Jane Sutton is looking for three quotes to apply for CIL money-Council have put a bid in for £25,000.00 from Parish Partnership.

B C Chris Crofts then reported that the Dog Breeding Business in Basin Road has been given temporary permission with their application for a year. The Traveller Application for The Cottons – the site is not an exception site, and he will insist that the application will be refused.

He attended the Welle Creke Trust AGM, they have said they will install a bench on the Boat Basin site. If he is to pay for this then it must be done before April. Lastly, people who own second homes in the County will be given years notice that their Council Tax will be doubled.

CC Chris Crofts left the meeting at 7.35pm.

3. To report matters arising from the minutes from the Meeting held 5th December 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.

4. Allotments

4.1 Land in Langhorn's Lane- after much discussion about the type of Contracts we use for allotments- it was proposed by Cllr John Watts and seconded by Cllr Sarah Arden that a new Farming Tenancy agreement should be used for all our tenants from April 1st. This was unanimously agreed.

Since the Tenants agreements are updating, the decision was unanimous that Trevor Sieley would continue be the Tenant on the Land he has held for over 20 years. Clerk to write and invoice him.

4.2. A Spreadsheet was compiled by Councillor Sarah Arden, and updated by the Clerk was approved for rent payments and tenants agreements.

5. FINANCE –

Payments for January 2024 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	604.12	0.00	604.12	JN01/24	Clerk Wages
Mr Ellington	298.39	0.00	298.39	JN02/24	Village cleaner 33hrs @£10.47
Plusnet	38.58	0.00	38.58	JN03/24	BT Telephone/broadband Dec/Jan
K & M Lighting	105.15	21.03	126.18	JN04/24	Jan Streetlighting maintenance
Upwell Hall	22.00	0.00	22.00	JN05/24	Hiring of meeting room DEC
PWLB	732.01	0.00	732.01	DD	Loan for Village Hall
Unity	7.10	0.00	7.10	DD	Service charge 31.12.23
Totals	1807.35	21.03	1828.38		

Payments for February 2024 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	604.12	0.00	604.12	FEB01/24	Clerk Wages
Mr Ellington	345.51	0.00	345.51	FEB02/24	Village cleaner 33hrs @£10.47
Plusnet	38.58	0.00	38.58	FEB03/24	BT Telephone/broadband Dec/Jan
K & M Lighting	105.15	21.03	126.18	Feb04/24	Feb Streetlighting maintenance
PWLB	55.48	0.00	55.48	DD	Loan for allotments
CGM	52.01	10.40	62.41	FEB05/24	Pollarding trees 10/11
BulleyDavey	54.00	10.80	64.80	FEB06/24	
Totals	1254.85	42.23	1297.08		

5.1 Decisions/action

5.1.1 The Accounts were formerly approved – Expenditure and income for Sept to December is attached to Agenda.

5.1.2. Payments for January and February- were approved.

5.1.3- Chairman has produced Variants for the months of Sept to December.

5.1.4 Chairman produced another Draft Budget for 24/25.

5.2 For information

5.2.1 Bulley Davy are the accountants that ensure the Clerk's salary is accounted for.

6. REPORTS-

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

6.2 To receive the report from the School Liaison Officer – Councillor Mrs Gina Greenwood reported that the School Parking is on the backburner at this time. Secondary School intake for September 2024 has been resolved with NCC Trust are purchasing extra classrooms to accommodate the extra intake. If in future these are no required (they most likely will be) then they can go to offer schools as a temporary measure.

6.3 To receive the report from the OLD Cemetery working party. The Clerk at this time informed the Council that the tree that fell over in the Cemetery was removed. The Chairman has said he will investigate removing he stump and repairing the path edge. He is also looking into another complaint made about overhanging conifers.

6.4 To receive the report from the Playing field and Village Hall Committee – Councillor Tara Rust reported was quiet over new year- the New Year's Eve party was cancelled through lack of interest. The committee has got a grant to put new flooring down at the end of March. The next fundraiser is an Easter Craft Fair.

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

i) Application 23/00940/F went to the appeal hearing on 5th February after being deferred due to technicalities outlined- outcome was reported by Borough Councillor Mr. Chris Crofts earlier.

ii) Gypsies, Travellers and Travelling Show people sites and policy Consultation. Again, BC Chris Crofts touched on this earlier in the meeting.

6.6 To receive the report from the Village and Highways Working Party-

6.6.1. Streetlights reported as and when.

6.6.2 Any highway reports to Councillor Mrs. Jane Sutton.

6.6.3. Clerk still looking for Suitable notice boards and Benches.

6.6.4- The Highway's Community Ranger Visit- March 2024.

7.1 MATTERS FOR COUNCIL TO ACTION: -

7.1.1 Invitation to the Luncheon Club AGM on Tuesday 14th March 2024 at 1pm at the Upwell Methodist Church- Chairman is out of the Country currently.

7.1.2 Chairman has been invited to a Chairs meeting with Terry Parish, leader of the KL&WN Borough Council – Chairman unable to attend.

7.1.3 Councillor Jane Sutton sent an email 6th December 2023.

Some of the issues can be dealt with by the Parish Council.

1). A quote has been sent for clearing Brush wood off the Infilled Canal- this was not discussed.

2). Council will hope to join forces with Upwell PC to produce a magazine that can be distributed to both Parishes.

3). Councillor Jane Sutton said she will contact the Bus Service and see if the bus stop can be moved back to near Timber Wood yard, so the elderly do not have to negotiate crossing a busy road near the mini roundabout.

7.4.1. Upwell Parish Council have asked OPC if they will donate £44.90 towards a pallet of salt for the Surgery Car Park whenever required. It was unanimously agreed.

8.10 Outwell Parish Council Web Site is updated monthly-

8.11 To consider agenda items for the next meeting 28.02.2024.

8.12 Date of next scheduled meeting – Tuesday 5th March 2024, after the Parish Assembly at 7pm at Upwell Village Hall, New Road, Upwell.

The meeting finished at 8.55pm.

Signed by the Chairman..... Date.....