

OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 369th), of the Council, commenced on Tuesday 5th March 2024, after the Annual Parish Assembly at 7pm at Upwell Public Hall, New Road, Upwell. Chairperson, Mr. Fred Keer presided over the meeting.

Attending: -

Councillor's Mrs Jane Sutton, Mr. John Watts, Mr. David Murfitt, Mr. Dale Boyce, Mrs. Tara Rust, Ms. Sarah Arden, Ms Donna Semmens and Mrs. Gina Greenwood,
Borough Councillor Mr. Chris Crofts.
1 member of Public

1.1 Apologies accepted for absence: -

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 6th February 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. To report matters arising from the minutes from the Meeting held 6th February 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.

Chairman informed the Council that the clerk had logged her hours for February and had done 45 hours- an hour over her contract. It was decided that the Clerk will be available to answer her phone for Council issues between the hours of 2pm- 5pm on a Monday, Wednesday, and Friday.

3 Councillor's Reports

3.1 NCC – Chris Dawson – various updates and information have been sent by Chris since the last meeting.

3.2 B C – Chris Crofts reported that Borough Council have had a major Budget meeting and there will be a 4.9% raise with their precept. They are currently recruiting staff for various posts, particularly planning, when there is training. All costs for BC income will go up- car parks- waste management. The land at Cottons Head that the travelers are trying to get permission on will not become a traveler site.

5. FINANCE –

Payments for March 2024 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	604.12	0.00	604.12	MAR01/24	Clerk Wages
Mr Ellington	329.80	0.00	329.80	MAR02/24	Village cleaner 33hrs @£10.47
Plusnet	39.47	0.00	39.47	MAR03/24	BT Telephone/broadband Dec/Jan
K & M Lighting	105.15	21.03	126.18	MAR04/24	MARCH Streetlighting maintenance
Upwell Village	22.00	0.00	22.00	MAR05/24	Hire of Hall Feb meeting
Borough Council	250.00	0.00	250.00	MAR06/24	Annual contribution to car park
Goldings	30.00	0.00	30.00	MAR07/24	Flowers
Viking	129.79	25.96	155.75	MAR08/24	Inks and Rubbish Sacks
SSE	1031.80	51.60	1083.40	MAR09/24	Electricity Dec and January
Totals	2542.13	98.59	2640.72		

4.1 Decisions/action

- 4.1.1 February finance was formerly approved.
- 4.1.2. Payments for March- were formerly approved.
- 4.1.3- Chairman produced Variants for the month January.
- 4.1.4. Chairman updated the Council on the Budget for 2024/25.

4.2 For information

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

Councillor Mr. Chris Crofts left the meeting at 7.45pm.

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 unfortunately the news of two new classrooms to accommodate more children are being taken by those that are living in Downham. All parents of children that haven't got places at Downham Market are appealing. The alternative school for the children is KES. School Car Parking is now being dealt with between the school, County Councillor Chris Dawson and the police.

5.3 To receive the report from the OLD Cemetery working party – nothing to report.

5.4 To receive the report from the Playing field and Village Hall Committee – Councillor Mrs. Tara Rust to report that a new floor is being put down at the end of March. There are new footings being laid to have a permanent canopy at the rear of the village Hall attached to the patio doors. Various fundraisers are being arranged. Raft Race is being organised. At this time Chairman raised the issue that a parishioner had asked if the Council received annual accounts from the Playing field and Village Hall Committee, due to the fact Council are custodian trustees. Councillor Tara Rust informed the Council that Pauline? is now the treasurer. Chairman to request them from her.

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

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 Councillor Mrs. Jane Sutton.

5.6.3. After being informed by B C Chris Crofts that the Council cannot apply for the grant that he and Harry can give to Parish Council, Councillor Sarah Arden is going to look for suitable benches and Councillor Tara Rust is going to apply for the grant via the Playing field committee.

5.7 To receive report from Allotment working committee: -

Councillor Mr. David Murfitt suggested that the Clerk make a change on the wording in the New Farmers Tenant agreement, at Tenants must ask permission to grow trees on the land they are renting.

6. MATTERS FOR COUNCIL TO ACTION: -

6.1 Email from Charley Blackford- Defibrillator Grant Scheme. - Does the Council want one- if so, where?

The cost to Council will be £750.00. This is to be added to the Action Plan.

7 Outwell Parish Council Web Site is updated monthly-

8 To consider agenda items for the next meeting 27.03.2024.

9 Date of next scheduled meeting – Tuesday 2nd April, at 7pm at Upwell Village Hall, New Road, Upwell.

The meeting finished at 8.50pm.

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