

# **OUTWELL PARISH COUNCIL**

The Minutes of an Ordinary Meeting (the 288<sup>th</sup>), of the Council, commenced on Tuesday 3<sup>rd</sup> May 2016, with Chairman Councillor Mr J Wake presiding.

## **Attending :-**

Councillor's Mr P. Smith, Mrs J. Gooch, Mr D. Boyce, Mr J. Watts, Mrs T. Rust, Mr P. Cutting, Mr A. Mould, Mr P. Brenchley Mr F. Keer and Mr J. Hollands.

Borough Councillor Mr. Chris Crofts.  
4 member's of public

## **Apologies for absence :-**

District/ Borough Councillor Mr. Harry Humphrey

## **Public Forum :-**

The Chairman welcomed members of public to speak at this time.

- 1). Mr Richard Ashby stood up and spoke to the Council about his concern of ownership of the Boundary Fence at the bottom of Whetstone Way. The residents in the vicinity would like to re-instate the original boundary fence to prevent access to the piece of land behind. Clerk to find out from Borough Council as to who actually owns the fence before any action can be taken.
- 2). Resident still requesting when the Dog Bin and Salt Bin will be located in Whetstone Way- still trying to find out who owns the land for these to be located on. It was mentioned that a Richard Pegg maintains the area where the bins would be located and there was a possibility that Peter Russell might know ownership. Parish Council cannot get a licence for these bins until permission is granted to locate the bins. She also asked the Clerk if she had received a book of dog fouling fines. Council were not aware that these were available. The resident then said this was mentioned at the last SNAP meeting she attended in Downham. Clerk to investigate. She also asked what E-planning was- the Chairman explained.  
Members of public left the room once they had spoken.

## **Councillors' Declaration of Interest in tonight's Agenda Items (as per Standing orders):-**

None.

## **Police reports :-**

No update available.

## **Minutes of the last Meeting (4<sup>th</sup> April 2016) :-**

These having been circulated before the meeting, they were then accepted – as a true record - on a proposal by Councillor Mr. A. Mould and seconded by Councillor Mr T. Rust.

## **Matters Arising :-**

- a). The piece of land near the Bridge to be Landscaped- Councillor Brenchley reported that Andy Wallace from NCC Highways could see no issue with changing the area near the bus stop/Isle Bridge. Middle Level will have to be contacted and possible plans drawn up. This has been left to Mr. Grahame Seaton to sort.
- b). Letter of thanks received from Upwell and Outwell Luncheon Club.

### **Matters Arising cont :-**

- c). All Beaupre School Children have received a commemorative coin to celebrate Queen's 90<sup>th</sup> Birthday.
- d). Planning application has been sent to BC for the Tramway Momento- a cheque for £97.50 is to be made at this meeting-covering Outwell's half of payment.
- e). Councillor's met with Andy Wallace- Highways - and they have agreed to put signage either side of Isle Bridge making vehicle drivers aware that pedestrians are crossing. They also agreed to put up signage in The Cottons and Basin Road again making drivers aware that pedestrians are walking on Highway due do no footways.

### **Correspondance :-**

- a). Two Notifications of Property Address Changes- formerly Stelbert to Cherry Trees, The Cottons, and New Property Address- The Red Lion Public House, 6 Wisbech Road.
- b). Clerk is looking for Insurance quotes- one received from Zurich- awaiting AON. It is to be renewed 1<sup>st</sup> June. Councillor Brenchley suggested Clerk went to Coversure to ask if they could get quotes. Clerk to email quotes to all Councillor's before next meeting.
- c). E.mail was received from Mrs Sheena Hartley- Boat Basin complaints-broken seats, rubbish and drug use in this area. Clerk to contact Welle Creek Trust to move seat from corner of Boat Basin to deter drug using and drinking and to repair any benches that require it. The Rubbish bin is now emptied every fortnight.
- d). A letter received from D. Capping complaining that public 'right of ways' have been ruined by heavy machinery from farms. Council to contact Oakley Farms with a copy of the letter.
- e). Various other documents are on the 'information table' for Councillors attention.

### **Working Party Reports**

#### **Beaupre School- Council Representative**

Councillor Mrs Tara Rust re- iterated on the Commerative coins being received and the children were pleased with them. The Children will be celebrating later in the year the Queen's 90<sup>th</sup> Birthday. She also hoped that the barrier and the signs would soon be in place to help safety of the children at the school. Clerk will contact Andy Wallace again to keep prompting him.

#### **Cemetery**

Councillor Mr. John Holland informed Council that the large mower was in for repair. The other mower is in good use at his time.

#### **Playingfield/Recreation Ground :-**

A letter received from Playingfields requesting funds from the Section 106 for the MUGA pitch- copy of email was sent to all Councillor's before the meeting. The Clerk requested that there should also be quotes submitted with this request. Councillor Mr Fred Keer proposed that Council accept on approval subject to all procedures are followed. This was seconded by Councillor Mr John Watts. This was unanimously agreed. Councillor Mr. Paul Brenchley then informed the Council that Football Season has now finished. Councillor Mr Paul Smith informed the Council that there is to be a Music Festival on the playingfield 29<sup>th</sup> May. The Jumble Sale Raised £500.00 ish. Snail Race raised £730.00. The Chairman said he is still looking at information on the ownership and Trustee situation.

#### **Planning- appendix attached :-**

Application 16/00248/OM - Mr Brown's Development is going to the DCB on 9<sup>th</sup> May. Although the Parish Council agreed, the BC refused due to comments made by PC on the local amenities struggling. Borough Councillor Mr Chris Croft's suggested that two Councillors attend and spoke at the meeting to help pass this application. Councillor's Mr. Paul Brenchley and Mr John Hollands agreed to attend. Chairman also asked Borough Councillor Mr. Chris Crofts to endorse this application.

### **Allotments:-**

Mr. Andrew Robb will continue to rent the piece of land in Baldwins Drove. The allotment committee had a look at the roadway in Langhorns Lane and reported that the big issue is the area where Mr T. Sieley dug a trench across to drain the piece of land he rents from Council into the ditch. Clerk is to write to Mr Sieley requesting that he repairs the road way so vehicles can use it. This he is to do before the next meeting. If he doesn't do as requested then he will be given notice to quit the land in October. (letter sent 12.5.16). Land rent for the Garden allotments was discussed but no change was made.

### **Village Committee and Highway matters including Streetlights :-**

There are several issues with Highways. These now have to be reported to Norwich then they are given to the engineers in Kings Lynn to look at. Clerk to ask Mr. Horn to cut back the Willows on the riverbank overhanging the Highway in Welle Creek Road. Light not working at the top of Birdbeck Road.

### **Finance:-**

1.Payment's to be made at this meeting- (i) Mr R D Ellington- Village Cleaner- 23 hrs @ £7.00 = £161.00 (102184), (ii) Mr William Smith- payment towards planning permission for Tramway momento- £97.50 (102185), (iii) Tower Mint Ltd- 200 commemorative coins- £486.60 (102186), (iv) KLWNBC- emptying of bin on Boat Basin- £441.55 (102187), (v) Mrs Sadie Forth- WEbSite update- £17.50 (102187), (vi) BT- telephone Clerk's expenses-£42.14 (102188), (vii) Amazon- stationary- clerk's expenses-£28.49 (102189), (viii) K & M Lighting Services- May 1<sup>st</sup> – 31<sup>st</sup>- maintenance of streetlights- £102.82 (102190).

2. Debits- (i) EON Energy £207.31- May (ii) D. Newton – Clerk's Salary £506.00- May

3. Income- Precept and gov grant- £13,068, Allotments- £2405.

4. Petty Cash- £3.00 Rubbish Bags.

5. February and March accounts were formerly approved by Councillor Mr. Fred Keer.

6. BulleyDavy- are acting on behalf of Parish Council to sort out the Clerk's PAYE- no contributions to be paid this month.

Robert Smith (Tilney St. Lawrence Clerk) is to do local audit on books and was approved by Council.

Clerk has still to meet with Councillor Keer to sort Finance guidelines to be followed.

Clerk has issued a Balance sheet of b/f monies and income for the year 2016-17. This was looked at by the Council and Mr. Fred Keer informed the meeting that the budget this year will be tight. The figures show that £8990.00 is brought forward from 2015/16 budget. The income from Precept, Gov Allowance, Allotment Rents and VAT from 2015 will amount to £23,490 giving a total of £32,480.00. There is still £32,000.00 Section 106 in the bank. Councillor Mr. Fred Keer suggest that the Council is informed of monthly expenditure before it occurs.

### **Rural Exception Site for Affordable Housing-**

Councillor Mrs Jill Gooch informed the Council that Hastoe Housing were not successful of receiving an award for the BC Mayor's Design Award.

### **Public Rights of Way:-**

Nothing reported

### **Back Lane/The Tramway: –**

Councillor Mr. Paul Brenchley reported that Mr. Edgson has removed the pile of rubbish that was overflowing from his piece of land onto the Tramway. This has left space between Mr. Edgsons fence and the gate and it's wide enough for vehicles to get through. Chairman will go have a look to assess the situation.

**Outwell Parish Council Website-**

Councillor's agreed to put up the minutes of both the ordinary meeting and AGM- also the AGM report. Clerk has sent the Annual Parish Assembly Minutes and report through. Clerk to have another meeting with Sadie Forth to tweek things. It was noted that if events were to be advertised on the Web site then they should be sent to Clerk for approval.

**Site Allocations and Development Management-**

Nothing was reported.

**Parish Partnerships 2016/17-**

Nothing reported.

**Council Procedures :-**

Council to accept the end of year accounts that they be accurate. Copies of the figures were given to all Councillors before the meeting.

**Other urgent matters :-**

Clerk informed the Council that they usually donate to St. Andrew's Church this time of the year for payment towards the heating and electrical costs during the meetings. **Councillor Mr. Dale Boyce declared an interest at this time.** Councillor Mr. Paul Smith proposed £250.00. This was seconded by Councillor Mr. John Watts. The Council unanimously agreed. This donation to be paid at the next meeting.

**Date of next meeting :-**

Tuesday 7<sup>th</sup> June 2016 at 7.00p.m. at **St. Andrew's Church.**

**There being no other business to conduct, the meeting was declared closed at 9.10 p.m.**

Signed as true record of the meeting :- ..... **Chairman**