

OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 345th), of the Council, commenced on Tuesday 2nd November 2021, at Outwell Village Hall, with restrictions put in place. Chairman, Councillor Mr. Fred Keer presiding.

Attending :-

Councillors, Paul Brenchley, Jane Sutton, Tara Rust, Matthew Titmarsh, John Wake, John Watts
Borough Councillor's Chris Crofts and Harry Humphrey
2 members of the public

Councillor Jane Sutton kindly took the minutes of this meeting due to the Clerk unable to attend and the meeting was unable to be rescheduled.

1.1 Apologies accepted for absence :-

Councillors Mr John Hollands, Mr. Dale Boyce, Mrs Jill Gooch and Ms. Sarah Arden.
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 a 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 for electors to address the Council.

The village cleaner reported that the bin near the post office is still not fixed.

Cllr Brenchley stated that the bin belongs to the Borough Council and if they supply a bin he will collect and installed

1.4 The minutes of the meeting held on Tuesday 5th October 2021 were distributed before this meeting. They were accepted on a proposal by Cllr Jane Sutton and seconded by Cllr Matthew Titmarsh
These were duly signed by the Chairman.

2 MATTERS REQUIRING COUNCIL ACTION AND/OR DECISIONS

2.1 To report matters arising from the minutes from the Meeting held 5th October 2021

2.1.1 **New Cemetery** :- Chairman Fred Keer queried the drawing passed round at the last meeting noting that it only stated 40 plots. Cllr Sutton confirmed that this was because the new cemetery is proposed to be completed in stages which would last approx. 10 years at a time

2.1.2 After initial discussion it was decided council should purchase a fireproof filing cabinet or similar container and the minutes should be stored in the loft of Outwell village hall.

Cllr Harry Humphrey informed council that the records office in Norwich is in the process of digitising documents for Parish Councils. Need to check with clerk her finding as to if our suggestion is permitted or if it is a legal requirement to store the documents elsewhere.

2.2 Other matters requiring actions and/or decisions.

2.2.A Parish Partnership

The feasibility study for the safer crossings has increased by another £1000.00

Cllr Crofts explained that he and Cllr Humphrey would be unable to donate any funds from their pot to any bodies who have rate raising powers. Cllr Brenchley asked if OPC had the extra £1000.00 available in their funds and Chairman confirmed there was. Cllr Brenchley proposed to proceed with this project seconded by Cllr Wake. 6 voted in favour, 1 abstained. Motion Carried.

2.2. B Other matters requiring actions and/or decisions.

2.2.1B Interaction with the Schools (Mode of Transport) – Cllr Rust will speak to the Headmistress of Beaupre School.

2.2.C RECREATION GROUND:

2.2.1.C Clerk requires help composing the letters that need to be written.

Cllr Wake suggests we firstly write a letter ourselves before instructing Solicitors.

Chairman to speak to Clerk to establish the situation and check if there is a written rental Agreement. All Cllrs agreed

Cllr. Watts noted that he was disappointed that he received no reply to his email enquiring how much rent the tenants were supposed to be paying.

2.2.2.C Anglian water site clear up resolved

2.2.3.C Fly tipping at the entrance of the Recreation Ground also resolved

2.2.1.D Remembrance Day – Cllr Matthew Titmarsh and Cllr John Wake volunteered to attend the service and lay the wreath on behalf of OPC.

2.2.2D UPC sent a proposal that if they purchased a dog waste bin and the licence for it to be positioned off Pius Drove, in Back Lane, then OPC pay for the emptying. This proposal was declined by the whole of the Council.

3. FINANCE –

Payments for November 2021 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	541.00	0.00	541.00	DD	Clerk Wages
Mr Ellington	274.68	0.00	274.68	Nov-01	Village cleaner 31.5 hrs @£8.72
Plusnet	24.18	0.00	24.18	Nov-02	BT Telephone/broadband OCT
1and1	15.00	3.00	18.00	Nov-03	Web Site monthly subscription
K & M Lighting	105.15	21.03	126.18	Nov-04	Streetlight 01.11.21-30.11.21
D J Newton	80.72	0.00	80.72	Nov-05	Expenses/ Postage 1/9/20-31/10
RBL	20.00	0.00	20.00	Nov-06	Remembrance Wreath
Viking	70.95	14.19	85.14	Nov-07	Stationary, inks and rubbish bags
Haven	222.12	42.93	265.05	DD	August Electrical charges
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Drainage	1473.35	0.00	1473.35	DD	Drainage for all Allotments
Total	3049.27	124.08	3173.35		

3.1 Decisions/action

3.1.1 – Approval of September Accounts. Proposed Cllr Wake and seconded Cllr Rust

3.1.2 – Agree to approve payments for November. Proposed Cllr Sutton and seconded Cllr Titmarsh

Variance report – nothing significant but Fred reported a miscellaneous item for £1343 for the defibrillator. Cllr Brenchley said he forgot to bring the cheque

3.2 For information

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

4. REPORTS-

4.1 –**To receive Police updates** - Cllr Sutton confirmed most are uploaded to NHW face book page but lately they are being sent in another format which won't upload. Email already sent to inform Police.

4.2 – **To receive report on Neighbourhood Planning** – Cllr Gooch not present.

4.3 – **To receive report from School Liason Officer** – Cllr Rust reported the school is still implementing strict Covid rules so she hasn't been able to meet Headmistress but will ask for support for the crossings.

4.4 **To receive report from Old Cemetery Working Party** – no one present.

4.5 – To receive report from Playingfield & Village Hall representative – Cllr Brenchley reported the Hall has been subject to vandalism with 2 benches smashed and barriers pulled down. Tracey has given statements to the police, and they have names of some of the offenders caught on the CCTV cameras
The Halloween Bonfire Night was a major success with a 1000 people attending which has generated a profit more than £4000.

They are applying for funding to tarmac the carpark and will be at some point in the future pushing for the extension to the hall.

4.6. To receive report from Planning working Party—report attached to the minutes- Cllr Mr John Watts agreed to attend the Planning Services Update meeting.

4.7 To receive report from Allotment Working Party – nothing to report

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

4.8.1. Streetlights reported as and when.

4.8.2 Highway matters report as and when.

4.8.3 County Councillor Chris Dawson request for support for 52 weeks access over the Washes – All Cllrs agreed we should write a letter of support. Chairman to speak to Chris and sort it directly with him.

4.8.4. Highways Act 1980 Section 31 (6)- a deposit has been entered into the Register of Deposits and Declarations- information only.

4.9 To receive the Norfolk County Councillor’s Report – updates sent throughout the month- not present at this meeting.

4.10 To receive Brough Councillor’s Reports – BC Harry Humphrey reported several parks and green spaces within West Norfolk have received a green flag award and are among some of the best in the country.

BC Chris Crofts reported that there is currently being costed, a team to assist the Village clean up groups to help with the fly tipping etc. They will collect the rubbish and provide the necessary equipment. It should go before cabinet within the next couple of months.

Also reported that Anglian Water are looking for a suitable site to provide a reservoir the size of Grafham Water between here and March. More info on Anglian Waters website.

It is Upwell’s turn this year to host the Outwell & Upwell Christmas get together.

He noted that if both Councils worked together they would carry much more weight, example the existing two flashing speed signs.

4.11 Outwell Parish Council Web Site is updated monthly- no update from Councillor Sarah Arden on modernising the Website.

4.12 To consider agenda items for the next meeting 1.12.2021.

4.13 Date of next scheduled meeting – Tuesday 7th December 2021, at Outwell Village Hall, Wisbech Road, 7pm.

4.16 With no other business to discuss the Chairman declared the meeting closed at 7.55pm.

Signed as true record of the meeting :-

..... **Chairman**