

## **OUTWELL PARISH COUNCIL**

The Minutes of an Ordinary Meeting (the 307<sup>th</sup>), of the Council, commenced on Tuesday 3<sup>rd</sup> April 2018, With Vice Chairperson Councillor Mr F. Keer presiding.

### **Attending :-**

Councillors Mr. John Wake, Mr. J. Hollands, Mrs J. Gooch, Mr. P. Cutting and Mr D. Murfitt.

County Councillor Mr. Harry Humphrey.

2 member's of public

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

Councillors Mr P. Brenchley, Mr Alan Mould, Mrs T. Rust and Mr John Watts.  
Borough Councillor Mr. Chris Crofts

### **Public Forum :-**

No one spoke at this time.

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

None.

### **Police reports :-**

Updates from the police have been emailed to all Councillor's. Meeting has been arranged at Downham Market Police Station on Thursday 12<sup>th</sup> April 2018 at 7pm. The clerk offered to attend due to no other representatives available.

### **Minutes of the last Meeting (6<sup>th</sup> March 2018) :-**

These having been circulated before the meeting were accepted - on a proposal by Councillor Mr. J. Holland and seconded by Councillor Mr. P. Cutting.

### **Matters Arising :**

- a). Community Payback – The Church has agreed for the Community Payback to use their facilities. Various Jobs need to be allotted for the Community Group. In the absence of Councillor Mrs Tara Rust this could not progress.
- b). Upwell and Outwell Age Concern Luncheon Club. Invitation for a representative to attend their 30<sup>th</sup> Anniversary Lunch on 29<sup>th</sup> May – 11.30 am till 2pm – no representative forthcoming at this time.
- c). The War Memorial in the Churchyard has now been registered and listed with the Borough Council. A copy has been sent to the Church PCC also.

### **Correspondance :-**

- a). Notification of new property address, Holly and Ivy Barn, The Cottons, was bought to Councillor's attention.
- b). Various other documents are on the 'information table' for Councillors attention.

### Neighbourhood Plan:-

Councillor Mr Fred Keer reported that he had written to Mr. Dale Boyce thanking him for the work he had carried out within the Council and hoped that he would stay on the Steering committee but no response has been received.

### Working Party Reports

#### Beaupre School- Council Representative

Councillor Mrs Tara Rust was absent so therefore nothing reported.

### Cemetery

The Maintenance of the cemetery was discussed fully. Mr Ashley Inwood had put a quote forward to Council- he would charge £1500.00 per year for 15 cuts using his own machinery and petrol. The Clerk reminded the Council that another quote would have to be received before agreeing to any quotes. The Clerk to contact CGM for further quotes. Councillor Mr. Fred Keer suggested the Council write to Cemetery Dissenters, St. Clement's Church, Friends of St. Clement's Church ( Councillor Mr. John Hollands said he would have a word and see if they can donate £500.00 towards costs), Ely Diocese and St. Andrew's Church to request help with payment towards cost.

### Playingfield/Recreation Ground :-

No one available to report.

### Allotments:-

Invoices and letters were sent. Concerns about allotment flooding in Langhorn's Lane.

**Size of allotments :- Baldwins= 9 acres approx, Goodman's = 18.5 acres, Langhorn's = 15.5 acres, and the common is 39.125 acres.**

### Planning:-

#### Report is attached :-

### Finance:-

1. February accounts were formerly approved.
2. BulleyDavy- are acting on behalf of Parish Council to sort out the Clerk's PAYE- no contributions to be paid this month.
3. Councillor Mr. Fred Keer to reported on the Budget and Monthly Variances.
4. External Audit details have been sent- The Clerk and Councillor Mr. Fred Keer to look at filling the relevant Agar.
5. On a proposal by Councillor John Hollands he asked if the Council would donate £150.00 towards the Upwell And Outwell Luncheon Club. This was seconded by Councillor Mr. Fred Keer. The Council unanimously agreed. Cheque to be written at the meeting.

Payee	<u>Payments for April 2018 Authorisation</u>				
	Goods/ Services	VAT	Total	Ref	Supplier/ Service
Debbie Newton*	506.00	0.00	506.00	DD	Clerk Wages
Mr Ellington	202.50	0.00	202.50	102334	Village cleaner -March
K & M Lighting	85.68	17.14	102.82	102335	light maintenance 1/4/18-30/4/18
BT	48.99	0.00	48.99	102336	Clerk's expenses 21/3/18-20/4/18
Debbie Newton*	8.99	1.80	10.79	102337	Web Site monthly subscription
Viking Order	55.51	11.10	66.61	102338	Stationary and Rubbish Bags
Mrs Nicholas	1500.00	0.00	1500.00	102338	1/2 yearly payment for land
Eon Energy	217.62	43.52	261.14	DD	Energy Charges
	<u>2625.29</u>	<u>73.56</u>	<u>2698.85</u>		

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

A Report from the Rangers Visit of all works carried out. An Invitation to attend a Networking event held by NCC Highways at the West Area Office on Tuesday 10<sup>th</sup> April, 2-4pm. Councillor Mr. Fred Keer agreed to attend. He requested Councillor's to email him with any issues they thought he should take with him. Clerk to contact NCC Highways about Pot holes all the way through Churchfield road. (Clerk emailed 5.4.18). Consultation on the draft Norfolk Access improvement Plan- March 16<sup>th</sup> to June 15<sup>th</sup> 2018.

**County and Borough Councillor Reports:-**

County Councillor Mr Harry Humphrey reported that the budget for NCC is now sorted. So much to report- buses are being replaced.

**Rural Exception Site for Affordable Housing-**

Nothing reported this meeting

**Public Rights of Way:-**

Nothing reported.

**Back Lane/The Tramway:-**

Nothing reported.

**Outwell Parish Council Website-**

Updated each month.

**Council Procedures :-**

Data protection still needs to be put in place.

**Other urgent matters :-**

An issue was raised that Councillor Mr. Paul Brenchley had not attended a meeting since October 2017. He has not handed in an official resignation. There is a constitution that if a Councillor does not attend 6 monthly meetings in a row without a valid reason then a letter will be written for non- attendance. He must attend the next month's meeting for him to remain on the Council.

**Date of next meeting :-**

Tuesday 1<sup>st</sup> May 2018 after AGM at 7.00p.m. at **St. Andrew's Church.**

**There being no other business to conduct, the meeting was declared closed at 8.25pm**

Signed as true record of the meeting :-

..... **Chairman**