

# **OUTWELL PARISH COUNCIL**

The Minutes of an Ordinary Meeting (the 312<sup>th</sup>), of the Council, commenced on Tuesday 4<sup>th</sup> September 2018, Vice Chairman, Councillor Mr John Wake presiding.

## **Attending :-**

Mr John Wake, Mr. John Hollands, Mrs Jill Gooch, Mr Paul Brenchely, Mr Peter Cutting, Mrs Tara Rust, Mr David Murfitt, and Ms Donna Semmens.

Borough Councillor Mr. Chris Crofts.

1 member of public

## **Apologies for absence :-**

Councillors Mr. Fred Keer, Mr John Watts and Mrs Jane Sutton.  
County Councillor Mr. Harry Humphreys.

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

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.

## **Public Forum- Each elector has a two minute slot in which to talk :-**

Mr M D Ellington, the village cleaner, informed the Council that the pathway to the Churchyard is uneven.  
Clerk to report to NCC Highways.

## **Police reports :-**

Updates from the police have been emailed to all Councillors.  
Nothing more was added.

## **Minutes of the last Meeting (7<sup>th</sup> August 2018) :-**

These were circulated to all Councillors before the meeting.  
The minutes were accepted on a proposal by Councillor Mr. John Hollands which was seconded by Councillor Mr. David Murfitt.

## **Council Procedures :-**

- a). The Clerk informed the Council that she had received a call from the owner of ProEdge Construction regarding a request he had from Parish Council for a quote for a new Bus Shelter and installation. The Clerk was not aware that this had occurred and informed him that a quote was not needed at this time and apologised for his time being wasted. Councillor Mrs. Jill Gooch informed the Council that she had in fact rung the gentleman requesting catalogues he might have for the work he carries out. The explanation was accepted and there was no further discussion.
- b). The Clerk explained to the Council that the Chairman believes that the disclosable pecuniary interest forms should be filled in before the next election. It's four years since these have been filled in. Matters may have changed. The three newest Council members need not do this. Forms were handed to those present to be filled in and handed back to the Clerk at the next meeting
- c). A copy of the Draft of Standing Orders was emailed to all Councillors. It was suggested that these could be adopted at this meeting by the Clerk. It was agreed that these be read during the next month and then proposed for adoption at the next meeting.

### **Matters Arising :**

- a). The Clerk has now requested a dog waste bin licence be allocated for the bin to be attached to highways sign - Highways have agreed. A copy of email sent to Mr. Hussey requesting a license for the dog waste bin to be issued is to be copied to all Councillors,.
- b). A copy of the letter sent to Mr. Giddings letter was sent to all Councillors. No response has been received from Mr. Giddings therefore the matter was not discussed further.
- c). Bus shelter - Councillor Mr. Paul Brenchley had constructed a structure the size of the new bus shelter in the proposed location for it to stand. He invited Councillors to have a look at this.  
It was proposed at this meeting that a vote be taken that the Council agree on the position of the bus shelter. Councillor Mrs. Jill Gooch spoke about the position of the fence. The Chairman informed her that the proposal was about the bus shelter not the fence. A vote was then taken. Four Councillors voted for, one Councillor voted against. Two Councillors abstained. The motion was carried that the bus shelter will be positioned on the edge of the footway, one metre away from the boundary of the Crown Public House land.

### **Correspondance :-**

There was no correspondance at this time.

- a). Various other documents are on the 'information table for Councillors attention.

### **Neighbourhood Plan:-**

Councillor Mr Fred Keer absent therefore nothing to report at this meeting

### **Working Party Reports-**

At this time the membership of working parties was updated with Ms Donna Semmens joining the Highways and Allotment working parties. The Clerk suggested that the highways working party should set up a system whereby before each meeting of the Parish Council members of the working party should look around the village to ensure lights are working and highways do not require work. They should also any check that Parish Council furniture does not need repair or renewal. This is to be discussed at the next meeting.

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

Councillor Mrs Tara Rust informed the Council the school returns this Thursday. She will send the weekly Newsletter to all Councillors.

### **Cemetery**

Councillor Mr. John Hollands reported that the cemetery looks much tidier now. The Clerk informed the Council that a £250.00 donation was received from St. Clement's Church to help towards the cost of Maintenance. A letter has been received from Mrs Jill Murffin complaining about the overhanging trees along the pathway. Councillor Mr. Paul Brenchley informed the Council he had a go at trimming the trees back. The Clerk is to meet Marcus Glover of CGM to see if he will change the contract from hedge cutting twice a year and cut the trees back once a year for same price. Mrs Murffin has agreed to get the hedge cut back. A letter is to be sent to Mrs. Jill Murffin informing her of the outcome of these discussions.

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

Councillor Mr Paul Brenchley reported that the bookings for the village hall are good at this time. They will hear in October if they have received the grant they have applied for.

### **Allotments:-**

It was decided that Mr. Sieley, tenant in Langhorns Lane should receive a letter requesting that he gets the land cleaned up properly and used for growing crops and not be used as waste ground. (Letter written 18.9.18). Councillor Ms Donna Semmens has agreed to be on the allotment committee. Councillor Mr. Peter Cutting informed the Council that Mr Rose, a tenant, had passed away. He will talk to his wife as to what she wants to do.

## Planning:

### Report is attached :-

Application 18/00581/OM had gone to DCB on Monday 3<sup>rd</sup> September.

The decision was accepted with the condition that no more than 50 new builds are to be applied for.

Application 18/01514/LDE - Lawful Development Certificate for siting of caravans. The Council was informed that this had occurred because this site had been reported to enforcement. They are now acting on advice from this department.

Application 18/10548/F - Construction of dog breeding kennels. The planning committee were confused as to location of the site and concerns there was no residential property here. The Clerk is to ring Mr. Wilkinson to discuss these concerns before a decision is made.

### Finance:-

1. July 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. A report from Councillor Mr. Fred Keer on the budget and variances had been sent to all Councillors.
4. Income for August includes a £250.00 donation from St. Clement's Church.

Payee	<u>Payments for September 2018 Authorisation</u>				
	Goods/ Services	VAT	Total	Ref	Supplier/ Service
Debbie Newton	506.00	0.00	506.00	DD	Clerk Wages
Mr Ellington	224.00	0.00	224.00	102371	Village cleaner - August
K & M Lighting Services	85.68	17.14	102.82	102372	Light maintenance- Sept
CGM	105.00	21.00	126.00	102373	Cemetery Maintenance 6/8/18
CGM	40.00	8.00	48.00	102374	Cemetery- Weed killing 8/8/18
CGM	258.08	51.62	309.70	102375	Canal cutting 7.5.18
CGM	258.08	51.62	309.70	102375	Canal cutting 27.7.18
CGM	258.08	51.62	309.70	102375	Canal cutting 18.8.18
BT	48.99	0.00	48.99	102376	BT Telephone/broadband
1and1	8.99	1.80	10.79	102377	Web Site monthly subscription
Eon Energy	246.49	49.30	295.79	DD	Energy Charges
PWLB	64.67	0.00	64.67	DD	Loan for allotments
	<u>2104.06</u>	<u>252.10</u>	<u>2356.16</u>		

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

An email has been received from Mr. Andy Wallace concerning the streetlight opposite 32 Downham Road. A copy of this email has been sent to all Councillors. The Clerk is to get in touch with CGM after it was reported that part of the canal in Basin Road near the Tramway is not being maintained ( email received from Councillor Jane Sutton). A query was also raised regarding the number of cuts per year.

### County and Borough Councillor Reports:-

Borough Councillor Mr. Chris Crofts reported that local Council will have to pay for administration costs whether a local election is held or not. He also added that declaring interests annually is a good policy. Outline permission for the development off Isle Road has been granted by the Borough Council including the policy that no more than 50 can be built. Various issues have to be resolved i.e. splay, flood zone etc. There will be CIL money available from this development. There will be strict rules relating to projects on which this money may be spent within the community. There is also a 10 year deadline for spending this money otherwise it will go back to Borough Council.

**Outwell Parish Council Website-**

The website has been updated.

**Public rights of Way - Back Lane/The Tramway:-**

Councillor Mr John Wake reported that he had a look at the Tramway and realised that overgrown brambles and other weeds are encroaching onto the Tramway. Council needs to ensure that this area is kept clear for walkers in the village. He asked Mr. Tom Brown if there was a possibility of the area being cleared. Other land owners also need to help with keeping the area maintained.

**Parish Partnership :-**

Council are requested to come up with feasible proposals relating to highways that would be helpful for the Parish. **None were suggested at this time.**

**Armistice :-**

Councillor Ms Donna Semmens came up with the idea of inviting the year 6's at the local school to write a poem including Outwell and Armistice day. The winner would get their poem read out at the Remembrance service and would win a prize. It was also suggested that the winner should be able to choose a charity to which a donation will be sent. A figure of £50.00 in total was suggested. This was agreed. Councillor's Mrs Tara Rust and Ms Donna Semmens to organise this with the school. The results of their discussions will be reported at the next meeting.

**Agenda items for next meeting:-**

The next meeting is scheduled for Tuesday 2<sup>nd</sup> October. The agenda for the meeting must be sent to Councillors by Thursday 27<sup>th</sup> September at the latest. The Chairman advised Councillors that if they wished items to be included on the agenda they must be notified, preferably in writing, to the Clerk by Tuesday 25<sup>th</sup> September at the latest. Councillors wishing to add items to the agenda should also provide the Clerk with any information Councillors may require to enable them to make an informed decision. Councillor Mrs. Jill Gooch requested that Remembrance Sunday be added to the next agenda.

**Date of next meeting :-**

Tuesday 2<sup>nd</sup> October 2018 at 7.00p.m. at **St. Andrew's Church.**

**There being no other business to conduct, the meeting was declared closed at 8.30pm**

Signed as true record of the meeting :-

..... **Chairman**