

OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 315th), of the Council, commenced on Tuesday 5th February 2019, Chairman, Councillor Mr. Fred Keer presiding.

Attending :-

Mr John Wake, Mr. John Watts, Mrs Jill Gooch , Mr Paul Brenchely, Mr Peter Cutting, Mrs Tara Rust, Mr John Hollands, Mrs Jane Sutton, and Ms Donna Semmens.

County Councillor Mr. Harry Humphreys
Borough Councillor Mr. Chris Crofts

1 member of public

Apologies for absence :-

Councillor Mr. David Murfitt

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 :-

Police reports :-

Copy of Crime updates had been sent to all Councillor's before meeting- no queries raised.

Minutes of the last Meeting (4th December 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 Mrs. Tara Rust.

Council Procedures :-

2019 Local Elections- May 2nd 2019- A Copy of the Date and Timetable was sent to all Councillors – also Nominations Forms were included. Council needs to advertise the local elections to ensure that those who would like to stand as a Councillor are given the chance. The elections are to be advertised in the Welle In Touch, on social media and on the WebSite. If anyone requires nomination forms the Clerk can send these in attachment form. The Chairman expressed the opinion that it is better for local democracy if the election is contested. He said that he was not aware of any existing councillors intention to stand down at the next election but asked council members to try to encourage potential councillors to offer themselves for election. St. Andrew's Chapel remains the Polling Station for this parish.

Matters Arising :

- a). Village Sign- Councillor Brenchley has the material ready to cut and will endeavour to have the sign ready for the next meeting.
- b). Bus Shelter- Councillor Brenchley informed the Council that the weather has prevented the installation of the bus shelter as yet. Hopefully in the next couple of months the shelter will be in place.
- c). Dredging of the Welle Creek in Outwell has been carried out successfully.

Correspondance :-

- a). St. Andrew's Chapel has sent hire rates from January 2019 for use of the meeting room, they are now charging £15.00 per hour due to increased heating and electricity costs. (There was no heating on). A discussion arose as to whether to change venue, The Village Hall is one possible location but only if the fortnightly bingos do not fall on the same Tuesday as a meeting occurs. Councillor Mr. Paul Brenchley to ask at the next Playingfield Committee meeting. The meeting room at the Crown Lodge was another possible venue. Councillor Mr. John Wake was asked to enquire about availability and cost. To be discussed at the next meeting.
- b). Upwell and Outwell Age Concern Luncheon Club - requesting a representative to their AGM on 5th March 2019 at Upwell Methodist Hall, Councillor Mr. John Hollands volunteered.
- c). Letter received concerning the highway near Isle Bridge sent by Gwen Sargeant - this was noted. However most of the matters raised are issues that Council has tried to resolve in the past. The Clerk was asked to respond to Ms. Sargeant accordingly.
- d). Email received from Sarah Gibb- re Downham Road crossing. District Councillor Mr Harry Humphreys was copied into the original of the email and had met with Mr Andy Wallace (NCC Highways engineer) before the Council meeting to discuss a suitable location to put a lowered kerb in on the Well Creek side footway on the A1122. There already is one on the Welle Creek side of the road near the old bus shelter. There are already lowered kerbs on the opposite side of the road outside the old Red Lion, the Old Swan and Ali's Kebab. There was further discussion as to where it would be appropriate to place another lowered kerb on the Welle Creek side of the A1122 so that those in wheelchairs and others can cross the road more safely. This is now in the pipeline and hopefully Councillor Harry Humphrey's and NCC will be able to resolve the matter. Councillor Mr. John Watts raised concerns about the width of the footway in Downham Road. Borough Councillor Mr. Chris Crofts told the Parish Council they need to look into how much money can be made available for safer crossings when applications for new developments in the village are made. Council recognised that it has no direct control over matters relating to highways but expressed serious concern regarding road safety in the village. The view of the Council was succinctly expressed by Councillor Brenchley who said that it's no good just sitting in Parish Council meetings talking about this - the Council needs to actually take some action. A campaign needs to be organised to improve road safety in the village. A petition may be a good way of getting a safer crossing installed. Council must contact those who do have the authority and finance to do something and express our views as forcefully as possible. Council unanimously supported these suggestions.
- e). A letter sent by Mr. William Smith raised two issues:
1. Holly has been taken from the Cemetery before Christmas. Councillor John Hollands was aware that people had been in St. Clement's Church and helped themselves to holly without permission, but no Councillor was aware it had been taken from the Cemetery. A number of councillors said that while this action was regrettable they were of the opinion that there was little the Council could do to prevent it.
 2. The second issue related to the Remembrance Service held at the memorial. A photographer asked for a parish councillor's permission to take their photograph. The photographer then explained that volunteers, including Mr. William Smith, were compiling and producing historic records relating to events that occurred during and after WW1. When Mr. Smith's name was mentioned the councillor apparently said "who is he?". Unfortunately this embarrassed the photographer. No one at the meeting was aware of this incident and since with no names had been provided no further action could be taken.
- f). Ward Gethin Archer have written to the Parish Council offering their services at a fee of £400 plus VAT for five hours of advice. Council decided not to take up their offer.
- g). Various other matters of interest are on the table.

Neighbourhood Plan:-

An email has been received from Graham Nourse (Planning Consultant/Agent). He wants to know the current status the Neighbourhood Plan and whether it would be possible to meet with representatives of the Council to discuss possible development sites for the Parish Council's consideration. Clerk to write back to inform him that Outwell Parish Council's Neighbourhood Plan is still at too early a stage to undertake such discussions at the present time.

Councillor Mr Fred Keer reported that he been in touch with a planning consultant, Mr.Mark Thompson, who has been helping a number of local parishes, including Upwell, in the preparation of their Neighbourhood Plans. At Councillor Gooch's suggestion Councillor Keer contacted Councillor Lister of Upwell Parish Council to ask how helpful Mr. Thompson had been. Her reply was very positive, she went so far as to say that Upwell would never have reached their present position without him although she did observe that the consultants were not cheap. Councillor Keer then contacted Mr. Thompson to ask if he is willing to help OPC in its preparation of a Neighbourhood plan. He made it clear to Mr. Thompson that OPC would not be able to make use of his services unless appropriate funding was received. Mr. Thompson accepted this position and offered his help in preparing a funding application. The Chairman asked for Council's approval to proceed on this basis.Council agreed to this.

Working Parties

Beaupre School- Council Representative

Councillor Mrs Tara Rust reported that half term is fast approaching and no issues have been raised.

Cemetery

Councillor Mr. John Hollands reported at the meeting there were no issues.

Playingfield/Recreation Ground :-

Councillor Mr Paul Brenchley reported that the New Years Evening was a success - there are no outstanding issues at this time. There a a couple of avenues being looked at to get grant help for the meeting room extension. The playingfield committee will pay the shortfall of the loan.

Allotments:-

Chairman asked about a rent increase. This to be deferred to the next meeting. This will not affect the 2019/20 budget. A years notice will need to be given.

Planning:

Report is attached :-

Finance:-

1. November and December 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 reported that Council revenue and expenditure for 2018/19 are reasonably close to that budgeted for the year. He also provided a forecast the finances to the end of this financial year.
4. Councillor Mr Fred Keer sent several queries for the 2019/20 budget to all Councillor's before the meeting. Not many could be solved at this meeting.

To be discussed at next meeting:

- Will Council get help from NCC towards payment for the maintenance of the infilled canal? District Councillor Mr. Harry Humphries to look into this on behalf of the Council.
- Can we put up Land Rent?- this was discussed earlier and not for the 2019/20 budget.
- Shall we continue with 12 cuts on the infilled canal or cut back to 10 to save costs? To be discussed at next meeting.
- Can Council request donations from St. Andrew's Church, St. Clement's Church and the Cemetery Dissenters to help towards the cost of the Cemetery maintenance? This was agreed.
- Councillor Mrs Jane Sutton has written letters to local businesses and a letter has gone in the Welle In Touch asking if any donations would be forthcoming to help towards the maintenance of the infilled canal.
- The clerk has now changed the Phone and Broadband supplier from BT to Plusnett saving £29.00 per month.

Payee	Payments for FEBRUARY 2019 to be Authorised				
	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	506.00	0.00	506.00	DD	Clerk Wages
Mr Ellington	216.00	0.00	216.00	102405	Village cleaner - January
K & M Lighting	91.35	18.27	109.62	102406	Streetlight maintenance Jan
BT	57.03	0.00	57.03	1023408	BT Telephone/broadband
1and1	8.99	1.80	10.79	102409	Web Site monthly subscription
Office 365	49.99	10.00	59.99	102410	Yearly subscription to office
Upwell PC	44.90	0.00	44.90	102411	Payment towards Grit
BulleyDavey	54.00	0.00	10.80	102412	Wages and PAYE quarterly
Eon Energy	266.37	53.27	319.64	DD	Energy Charges
PWLB	55.48	0.00	55.48	DD	Loan repayment on land
	<u>1350.11</u>	<u>83.34</u>	<u>1390.25</u>		

Village Committee and Highway matters including Streetlights :-

The Rangers are coming to the Parish on 4th March 2019. Three issues were raised for the Rangers:

1. Clear the footway in Church Drove and Beaupre Avenue.
2. Clean and replace reflective posts along the Creek on the Downham Road.
3. Clear the brushwood from the infilled canal where trees have fallen and the people of the village have cut the trunks for firewood but left the branches.

County and Borough Councillor Reports:-

County Councillor Mr. Harry Humphries reported that NCC has agreed the budget for 2019/20. Each committee makes the necessary budgetary decisions then these are taken to full Council. The zig zags outside Beaupre School conform to the measurements required for signage, these will be installed indicating there is a 7minutes pick up and drop off time.

Borough Councillor Mr Chris Crofts re- iterated the need to get aspiring people to put themselves forward for the next local elections. There is also a Borough Council election and it is possible that costs could be shared and Parish councils Councillor Croft advised the Parish Council on a number of issues that are relevant to planning considerations.

1. The money the council should get from the CIL that is levied on any new developments in the village can be spent on capital projects such as footpath improvements (etc) should the council so desire.
2. The land on Wisbech Road opposite the sluice has been granted outline permission for 45(ish) houses and as part of that permission a condition was added for the developer to pay for the improvement of the sluice pathway to enable future residents to get to the bus stop safely.
3. Church Drove just by the ex council houses and the lower part of Well Creek Road are all in flood zone three. Building there would not be granted permission because there are safer areas to build (floodwise) in other parts the village.

Finally he told the Council that Central Government is actively encouraging local planning and stressed the potential importance of Outwell producing a Neighbourhood Plan.

He mentioned our listed buildings, ancient monuments etc it was the totals for West Norfolk, that includes 42 conservation areas, 6 nature reserves, 133 Ancient monuments and at least 2,000.00 listed buildings.

Matters outstanding concerning Land adjacent to the Crown Public House in Outwell:-

Councillor Mrs. Jill Gooch proposed that another letter be written to the owner of the Crown Public House asking him to move his fence back. The Chairman replied that Council has done as was previously requested and noted that there had been no response to the first letter. He expressed the opinion that it was highly unlikely that there would a positive response to a second letter. The Parish Council has done everything it has the power to do. This is now a matter for the NCC to resolve. It is not a Parish Council matter. The location of the bus shelter has been agreed by Council and the issue is now closed as far as the Parish Council is concerned. Councillor Mrs Jill Gooch then proposed that District Councillor Mr. Harry Humphrey should be asked take this matter to NCC. The Chairman then said that Councillor Gooch had made a legitimate proposal which should be put to the meeting. He asked for a seconder to the proposal. As no one was prepared to second the proposal the Chairman said that the proposal had not passed.

The Chairman then advised Councillor Mrs. Jill Gooch that if she, as a member of the public, would like to take the matter further she had a perfect right to do so. However she should not hold herself out as acting on behalf of the Parish Council.

Councillor Mrs Jill Gooch then told the Chairman that she had not received an apology from Councillor Mr. Paul Brenchley as was requested by the Parish Council in November 2018. The Chairman asked Councillor Gooch if she was requesting an apology at this meeting. She said she was. The Chairman asked Councillor Brenchley if he was willing to apologise to Mrs. Gooch. He declined to do so. The Chairman explained to the meeting that the Council had no power or sanction to force Councillor Brenchley to apologise.

Outwell Parish Council Website-

The website has been updated.

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

Nothing was reported.

Agenda items for next meeting:-

If anyone has any agenda items for the next meeting then the Clerk needs to have them by Tuesday 26th February 2019.

Date of next meeting :-

Tuesday 5th March 2019 after the Parish Assembly at 7.00p.m. at **St. Andrew's Church**.

There being no other business to conduct, the meeting was declared closed at 9.00pm

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