

OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 316th), of the Council, commenced on Tuesday 5th March 2019, Chairman, Councillor Mr. Fred Keer presiding.

Attending :-

Mrs Jill Gooch , Mr Paul Brenchely, Mr David Murfitt, Mr Peter Cutting, Mrs Tara Rust, Mrs Jane Sutton, and Ms Donna Semmens.

County Councillor Mr. Harry Humphreys

3 member's of public

Apologies for absence :-

Mr John Wake, Mr. John Watts and Mr John Holland.

Borough Councillor Mr. Chris Crofts

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 :-

No one spoke, matter was discussed in Parish Assembly. Councillor Mrs. Jill Gooch wanted it minuted that she did not approve of the location of the new bus stop- she is worried about public safety.

Police reports :-

Copy of Crime updates have stopped due to the fact Lee Anderton cannot seem to send emails to BT addresses at this time. Council requested an update for Outwell Parish. (Clerk emailed 6.3.19). Councillor Mrs Jane Sutton had emailed a copy of the latest speedwatch figures but was too late to be discussed at this meeting- added to next agenda, Councillor Mrs. Jill Gooch requested the actual number of lorries that passed through on the Downham Road on the occasion the Speed Watch team were monitoring.

Minutes of the last Meeting (2nd February 2019) :-

These were circulated to all Councillors before the meeting.

The minutes were accepted on a proposal by Councillor Mrs. Tara Rust which was seconded by Councillor Mrs. Jane Sutton.

Council Procedures :-

2019 Local Elections- May 2nd 2019- Council are encouraging new nominees to stand. Clerk has offered to take nominee forms to Borough Council offices. Forms to handed to her by the 27.3.19. She will take them on 28.3.19. Email to be sent to all Councillor's to remind them email sent 6.3.19).

Matters Arising :

- a). Village Sign- Councillor Brenchley bought in a template of the new design for the Village Sign. It was agreed that the design was to be accepted. Councillor Donna Semmens proposed that Councillor Paul Brenchley is to paint and shade it accordingly, this was seconded by Councillor Mr. David Murfitt, Council then agreed. There will be a white background to highlight the features. At this time, he was thanked for installing a commemorative seat next to the porch at St. Clement's Church.
- b). Bus Shelter- This was discussed in the Parish Assembly.
- c). District Councillor Mr. Harry Humphrey's informed the Council that NCC are in talks with the Middle Level to move the fence near Church Bridge further back in order the footway will be wide enough at that point to cater for wheelchairs and pushchairs. The dropped kerb on the opposite side of road near the Old Red Lion pub will be done in due course.

- d). District Councillor Mr. Harry Humphrys informed Council he had been in touch with Charles Wright – from Norfolk County Council, and if Parish Council send an email to ask for the correct procedures for invoicing the Norfolk Council then payment will be made for 2017 and 2018 to help towards the cost of maintaining the infilled canal.
- e). Unfortunately due to illness- Councillor Mr. John Hollands was unable to attend the AGM for Upwell and Outwell Age Concern luncheon club earlier that day. Clerk will apologise on behalf of Council and ask if there is anything they require with Council's help.(emailed 22.3.19).
- f). Councillor Mr. John Wake spoke to the owner of the Crown Lodge to see if the Council would be able to meet each month in their meeting room and if there was a charge. He was told that it would be possible at a cost of £20.00 per meeting. Discussion the ensued- Councillor Mrs. Jill Gooch saying that the Chapel is a central location for all to meet. Councillor Donna Semmens then queried whether the Village Hall was suitable. Each year Council donates £250.00 to St. Andrew's Church to cover costs of the heating and electricity used. Council have received a letter to say that rent prices are to be increased to cover costs. Council are trying to budget as are many amenities and therefore would like a local meeting place at a low cost. The Village Hall cannot be used every month due to the fact Bingo's are held there once a fortnight. Clerk is to write to the Playigfield committee to see which Tuesdays are free to use the Village Hall and then make a viable decision where to meet. Councillor Donna Semmens then proposed to use the Village Hall and St. Andrews every other month. This was seconded by Councillor Jane Sutton- four members agreed with this.
- g). Councillor Jane Sutton issued a letter to local businesses in the village for donations towards the maintenance of the infilled canal. She found there were 24 local businesses and possibly more, which surprised her. She received donations totalling £640.00 at this time with the promise of more to come. Receipts are to be given for these donations, they are to be mentioned on the Website and possibly a sponsorship board erected on location. Councillor Jane Sutton was thanked for the work carried out.

Correspondance :-

- a). An email received from Mr. William Smith about concerns of someone hanging dog excrement on trees on the infilled canal and also leaving it on the ground around the tree. A notice is to be put up hopefully preventing this action and requesting they putting this in the dog bin near tramways or taking it home with them. It was mentioned on the Outwell Page on social media to try to deter people doing this.
- b). Email received from Mr Charles Nelson- concerns that people are using the trod in front of the playingfield over the infilled canal with their vehicles. Councillor Mr. Paul Brenchley has put two posts either side of the trod on the road ends to prevent vehicles getting onto the trod. He also queried about a bus shelter being installed opposite Bloom and Wakes garage where many people catch the bus. This was not discussed at this time. Also HGV's are parking their vehicles on the edge of the infilled canal and churning up the grass because its soft. Clerk to contact Highways if there is any way this can be prevented. It was suggested by councillor Mr. Paul Brenchley that when Council can possibly afford it along with Parish Partnership there could be laybys installed to prevent this.
- c). Borough Council have sent Verification of property addresses- were noted. Copies were sent to all Councillor's before the meeting.
- d). After a meeting with Borough Councillor Mr. Chris Crofts and Councillor Mr. John Wake a letter was received from Mr. Northwold about his concerns with the stopping up order. This matter could not be discussed properly at this meeting with both Councillor's being absent. To be discussed at the next meeting. Councillor Mrs. Jill Gooch then asked for a copy of the letter- she was told that she had to declare a pecuniary interest in this matter. The Clerk then informed the Council that Councillor Mrs. Jill Gooch had been talking with Mr. Northwold about his concerns. Councillor Mrs Jill Gooch said she had been taking to him as a neighbour, not in her Council capacity.
- e). Various other matters of interest are on the table.

Neighbourhood Plan:-

Councillor Mr Fred Keer reported that he had contacted Mr. Mark Thompson to find out the exact costs for funding the Neighbourhood Plan- a copy of the details was sent to all Councillor's before the meeting to study before hand. It's obvious that originally the costings were well under estimated. Councillor Mr. Fred Keer requested Council's permission for this funding to be approved and Council's permission to go ahead. This was unanimously accepted.

Working Parties

Beaupre School- Council Representative

Councillor Mrs Tara Rust asked District Councillor Mr Harry Humphreys what sort of time frame would it be before the signs would be erected at each end of the zig zags outside the school. He informed Council that they have been ordered and as soon as they are with NCC Highways they will be installed. She reported that the Headmistress was very concerned about the potential two large estates possibly planned for the village would have enormous impact on the school in providing places when the school is already to capacity at this time. District Councillor Mr. Harry Humphrey's informed Council that there would be the possibility that children would have to attend schools in neighbouring villages or that Parish Council would have to ensure that there would be money made available for the expansion of the school. There was some concern that the Parish is in Norfolk but the School is Cambridgeshire led. This would have to be dealt with when the situation arises.

Cemetery

Councillor Mr. Paul Brenchley reported that the Cemetery Dissenters have paid for a pathway for the cemetery yet it was covered in vegetation debris. No action from Council to be taken at this time.

Playingfield/Recreation Ground :-

Councillor Mr Paul Brenchley reported that the May Bank Holiday festivities are being planned at this time. The Committee are looking at a couple more avenues to get grant help for the extension on the Village Hall.

Allotments:-

Chairman asked about a rent increase. Councillor Peter Cutting proposed that the tenants pay £140.00 per acre plus the drainage charge. This was seconded by Councillor Mr. David Murfitt. Unanimous agreement. Clerk to send letters to the tenants with the invoices at the beginning of April.

Planning:

Report is attached :-

Defra are involved more with checking development sites for adequate drainage. If there are any issues raised then the Borough Council will be responsible for any problems.

Finance:-

1. January 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. A 2nd copy of the budget had been sent to all Councillor's before the meeting, ready for discussion.
4. Councillor Mr Fred Keer had sent several queries for the 2019/20 budget to all Councillor's before the last meeting.
 - a). It has already been agreed to raise the allotment rents.
 - b). Due to the fact there is income from donations and the possibility of payment from NCC for the cutting of the infilled canal – Council would agree to 12 cuts per year.
 - c). Donations toward the Cemetery Maintenance was agreed at last meeting.
 - d). Clerk to claim the VAT for the year 2018.
5. Council agreed that from next month, the beginning of the financial year 2019/20- that if possible cheques will not be written and that bank transfers would be made. Clerk presented a sheet to the Council to ensure that all procedures will be put in place. A copy of payments along with a reference number and two signatories will be filed with the finance statements each month.

Payee	Goods	VAT	Payments for MARCH 2019 to be Authorised		
			Total	Ref	Supplier/ Service
Debbie Newton	506.00	0.00	506.00	DD	Clerk Wages
Mr Ellington K & M	200.00	0.00	200.00	102413	Village cleaner - February 25 hrs
Lighting	182.70	36.54	219.24	102414	Streetlight maintenance Feb
Plusnet	22.99	0.00	22.99	102415	BT Telephone/broadband Feb/March
1and1	8.99	1.80	10.79	102416	Web Site monthly subscription
Viking	42.44	8.49	50.93	102417	Rubbish Bags for the Cleaner
BCKL&WN*	301.60	60.32	361.92	102418	Collection and disposal of dog waste
Eon Energy	273.23	54.65	327.88	DD	Energy Charges
PWLB	64.67	0.00	64.67	DD	Loan repayment on land
Total	1602.62	161.80	1764.42		

Village Committee and Highway matters including Streetlights :-

Councillor Ms Donna Semmens reported that along with the Clerk they have advertised the date for a Great Britain Clean- it will be 2pm the 16th April. She has already got some volunteers come forward. The Borough Council are going to loan her some pick up grabbers, hi - vis vests and will collect the waste on the following Monday. The recyclable waste will go in separate bags and collected accordingly. The main clean up area will be the infilled canal- there will be children there to help so their safety is paramount. She will ask the local shops if they will donate some little easter eggs to give the children as a little reward for their efforts. School will be notified and hopefully a successful clean up for the village.

Councillor Mr. John Holland had sent an email with his concerns of a fence being erected on Baldwin's Drove illegally near the new Agricultural Building erected down there, also there were tethered horses. Concern was also for the big ruts created by large vehicles in the wet weather. This is a public right of way onto Chalk Road. Highways were contacted and they have checked the fence which they say is not encroaching, but concern was for the horse. The owners were not available at that time to be requested to move them.

An email had been received from Melanie Hilton who lives on a corner in the Cottons that leads to Needham Bank- her concern is the speed limit. A copy of her mail had been sent to Councillors and District Councillor Mr. Harry Humphreys before the meeting and he had sent a copy to Andy Wallace- NCC Highways (27.2.19). No response as yet- Council agreed that a meeting should be arranged with a Councillor, Melanie and Mr. Wallace. (email sent 12.3.19).

County and Borough Councillor Reports:-

County Councillor Mr. Harry Humphries presented the Clerk with a copy of Norfolk County Council: Council Tax 2019-20. The briefing Note is intended to support Members, customer service and communication teams, and District Council's (as the billing authority), in responding to enquiries received from members of the public (and others) regarding 1). The level of Council Tax in 2019-20, 2). Presentation of Council tax bills 2019-20 and 3). Presentation of the Adult Social Care precept on 2019-20 council tax bills. A copy is with the minutes.

New Cemetery Proposal: -

Councillor Mr. Paul Brenchley bought a proposal to the Council for a new Cemetery. He had done some work at a new Cemetery that Leverington Parish Council had installed. He showed pictures to the Council. He believed two acres of land would be required. The plots are in strips with a pavement marking out each strip. There were 32 plots to each strip- each plot is £600.00. It would mean selling allotment land to raise the funding for this and using allotment land for the cemetery. Council generally felt it would be good for the village because the existing cemetery has only four plots remaining. Various matters will have to be found out before anything can be done. The first matter would be to find out if allotment land can be sold. This item to become an Agenda Item. There would have to be meetings with the Cemetery Dissenters and get a copy of the budget from Leverington Parish Clerk.

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 March 2019.

3 items to be carried from this meeting.

- 1). Speedwatch Report.
- 2). Mr. Northwold's letter.
- 3). Proposed New Cemetery.

Date of next meeting :-

Tuesday 2nd April 2019 at 7.00p.m. at **St. Andrew's Church.**

There being no other business to conduct, the meeting was declared closed at 9.10pm

Signed as true record of the meeting :-

..... **Chairman**