

# **OUTWELL PARISH COUNCIL**

The Minutes of an Ordinary Meeting (the 293<sup>rd</sup> ), of the Council, commenced on Tuesday 4<sup>th</sup> October 2016, with Chairman Councillor Mr J Wake presiding.

## **Attending :-**

Councillor's Mr P. Smith, Mrs J. Gooch, Mr P. Cutting, Mrs T. Rust, Mr A. Mould, Mr F Keer, Mr J. Hollands, and Mr J. Watts.  
Borough Councillor Mr. Chris Crofts.  
1 member of public

## **Apologies for absence :-**

Councillor's Mr. Paul Brenchley and Mr D Boyce  
District/ Borough Councillor Mr. Harry Humphrey

## **Public Forum :-**

No one spoke at this time.

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

None

## **Police reports :-**

Nothing reported.

## **Minutes of the last Meeting (6<sup>th</sup> September 2016) :-**

These having been circulated before the meeting, they were then accepted - on a proposal by Councillor Mr P. Smith and seconded by Councillor Mr J. Hollands.

## **Matters Arising :**

a). Neighbourhood Planning- Councillor Mr Paul Smith reported that there is plenty of information available on the BCKL&WN WebSite- Clerk had printed of some basic information to give Council an idea as to what it required of them. Lots of work is involved but it will benefit the Parish. Clerk asked to invite B C to December meeting at 6.30pm to talk the Council through this. Councillor Mr Paul Smith advised the Council they look on the website before that meeting.

## **Correspondance :-**

- a). BulleyDavey have sent update on minimum wages- it was agreed from November 1<sup>st</sup> to pay Mr. Ellington-Village Cleaner and Mr Rayner- Cemetery Maintenance the minimum wage of £7.20 per hour.
- b). Letter received from Mr. Smith- information about the Tramway momento in Upwell. He is looking for someone to take over the project and it needs financing too. Welle Creek Trust are to look after the finances to this.
- c). Various other documents are on the 'information table' for Councillors attention.

## **Parish Partnerships 2016/17-**

Still awaiting response from Mr Wallace- re price of Sam2 Signs and Vas signs. Also a meeting is required to discuss the safer crossing.

## **Working Party Reports**

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

Councillor Mrs Tara Rust reported Mr Owen is pleased with the barriers. OPC are not that pleased with the quality of them... they do not seem substantial . Letter to Mr Wallace NCC highways to inform him. Still waiting for the signage. Mr Owen is doing a feature in the next Newsletter informing parents that they can just drop off their children in the mornings- they ill be safe in the playground until the school is open. This hopefully will alleviate the parking problems and traffic.

### **Cemetery**

Councillor Mr. John Holland reported that everything ok with the Cemetery.

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

Councillor Mr. Paul Smith reported that the next Playingfield and Village Hall committee meeting was to be held 5<sup>th</sup> October. They had a group hire the hall for a Wrestling Show and they were very impressed with the facilities. They will reconsider hiring on a regular basis. There is to be a Jumble Sale on 8<sup>th</sup> October and the Bonfire Night to be held 4<sup>th</sup> November. Hall Bookings are good. Councillor Mr. Fred Keer asked if the next set of accounts can be presented to the Council as soon as they are submitted. This was agreed. Also that when the next Audit is presented OPC must ensure that if questions are asked about the Section 106 payment that the answers are available.

### **Planning- appendix attached :-**

Borough Councillor Chris Crofts updated the Council with changes with planning. Self building, Sill money to be paid before sale, Section 106 agreement time is changing. 5 year land supply. Chairman Mr J Wake informed Council that Mr & Mrs Jolly had been in contact with him to ask Council is they would agree to an application of a log cabin being built on their land. It was suggested that they contact B C as to whether this would be agreed on. OPC couldn't comment on this at this time.

### **Allotments:-**

Still awaiting to see if the garden allotments can be re located. Rent invoices have been sent out.

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

Councillor Mr. Alan Mould reported to the Council that he had visited the police bus located in Cost Cutters yard last month. He spoke with PSCO Claire Laws regarding setting up a Speed watch. A retired gentleman he knows is willing to volunteer. An email was sent to Mr. Mould with an application to do this. He asked Clerk to print of paper copy. Clerk needs him to forward mail back to her before she can. The resident in the bungalow t the top of Beupre Avenue to be asked to cut his hedge back. Mr Beeston has asked if the trees on the infilled canal oposite him can be cut back. They interfere with his telephone line. Councillor Mr. Paul Smith is going to look to move the picnic table located in the corner of the Village Green – Boat Basin. There is rubbish being dumbered on the verge opposite 93a and 93b. Highways to be contacted. Vehicle parked outside 18 Isle Bridge road causing obstruction to access to the fire hydrant. A letter to be written requesting he parks his vehicle in his roadway. Email received from Upwell PC informing them that work on the Trod in Lowside should commence 17/10/16 weather permitting.

### **Finance :-**

1. Payments received- NCC- payment for two years maintenance for cutting the infilled canal- £2,000.00.
2. August accounts were formerly approved.
3. BulleyDavy- are acting on behalf of Parish Council to sort out the Clerk's PAYE- no contributions to be paid this month
4. Councillor Mr. Fred Keer presented the budget from August 2016. He will do a monthly budget ready for when the precept decision is made in December. A copy of the budget in the Accounts folder. He also informed an external auditor will be raured net year due to expendituer being over £25,000.00.
5. Chairman signed forms to agree that BulleyDAvy as agents need to update HMRC records to file the on-line forms and the 64-8 which they will need to submit to HMRC.

**Finance cont:-**

Payee	<u>Payments for October 2016 Authorisation</u>				
	Goods/ Services	VAT	Total	Ref	Supplier/ Service
Debbie Newton*	506.00	0.00	506.00	DD	Clerk
Mr Ellington	178.50	0.00	178.50	102215	Village cleaner
Mrs Nicholas	1500.00	0.00	1500.00	102216	Land Rent
Mazars	225.00	45.00	270.00	102217	Annual Audit
BT	44.24	0.00	44.24	102215	Clerk's expenses
Eon Energy	193.06	38.61	231.67	DD	September energy charges
Drainage Rates	1333.06	0.00	1333.06	DD	Drainage Rates
Bloom & Wake	5.27	1.05	6.32	PC 19	Fuel for Cemetery mowers
PWLB	64.67	0.00	64.67	DD	Loan for land- statement 373
	<u>4049.80</u>	<u>84.66</u>	<u>4134.46</u>		

**Rural Exception Site for Affordable Housing-**

Still awaiting the completion of the Highway- District Borough Councillor Harry Humphry emailed Andy Wallace and the response was sent to all Councillor's. It appears that Hastoe Housing was guided by NCC. To await response from Grahame Seaton on behalf of the developers.

**Public Rights of Way:-**

Clerk to contact owner of land alongside the Chase to get him to make more accessible.

**Back Lane/The Tramway: -**

Conifers have been dumped at the Basin end of the Tramway. Chairman to look and get them removed.

**Outwell Parish Council Website-**

Clerk to be trained to upload information onto Website. The date to be made before the next meeting.

**Site Allocations and Development Management-**

No update.

**Council Procedures :-**

None.

**Other urgent matters :-**

Clerk to order Wreath for Remembrance Sunday- 13<sup>th</sup> November. Councillor Mr. Alan Mould has volunteered to lay it on behalf of Council.

**Date of next meeting :-**

Tuesday 1<sup>st</sup> November 2016 at 7.00p.m. at **St. Andrew's Church.**

**There being no other business to conduct, the meeting was declared closed at 8.35 p.m.**

Signed as true record of the meeting :-

..... **Chairman**