

OUTWELL PARISH COUNCIL

The Minutes of an Ordinary Meeting (the 287th), of the Council, commenced on Tuesday 5th April 2016, with Chairman Councillor Mr J Wake presiding.

Attending :-

Councillor's Mr P. Smith, Mrs J. Gooch, Mr D. Boyce, Mr J. Watts, Mrs T. Rust, Mr P. Cutting, Mr A. Mould and Mr P. Brenchley.

Borough Councillor Mr. Chris Crofts.
7 member's of public

Apologies for absence :-

Councillor's Mr F. Keer and Mr J. Hollands.
District/ Borough Councillor Mr. Harry Humphrey

Public Forum :-

The Chairman welcomed members of public to speak at this time.

- 1). Planning Application- 16/00428/O -BCKLWN- Isle Bridge Road- resident spoke his reasons why he felt that a new build should not be allowed. **His comments to be added to Planning Working committee comments when sent back to Borough Council.**
- 2). Planning Application- 16/00464/O- Renham Services- two residents voiced their concern about this application- **again their comments to be added to the Planning Working committee comments when sent back to Borough Council.**
- 3). Resident still requesting when the Dog Bin and Salt Bin will be located in Whetstone Way- still trying to find out who owns the land for these to be located on. Resident also informed Council of the Emergency Number that **Borough Council has- 01553 616601- this to be put on WebSite.**
- 4). Resident from the Cottons was concerned about the safety of pedestrians in the Cottons/Basin Road Area due to the lack of Footways. The Chairman informed the Council that this Highway is narrow and a footway installed will cause issues with traffic passing each way. He suggested that Highways are contacted and the possibility of pedestrian signs could be erected to warn drivers. **(Clerk to contact Highways- meeting arranged 20.4.16).**

Members of public left the room once they had spoken.

Borough Councillor Mr Chris Crofts reported to the Council the 5yr land supply is being challenged. If full applications do not make the deadline then quite possibly land will go back to Countryside.

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

None.

Police reports :-

No update available.

Minutes of the last Meeting (1st March 2016) :-

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

Matters Arising :-

- a). The piece of land near the Isle Bridge to be Landscaped. Councillor's Mr P. Brenchley and Mrs J. Gooch are dealing with Middle Level and Well Creek Trust as to the possibility of changing this area and also finding out costs. To report at next meeting.
 - b). Report from the Luncheon Club AGM- Councillor Mr Alan Mould attended their AGM and informed the Council that it requires much funding which is voluntarily raised with raffles and payments from the diners. They asked if Parish Council could help towards the costs. Councillor Mr Alan Mould proposed that £250.00 be donated. This was seconded by Councillor Mr Dale Boyce- this was unanimously agreed. A cheque to be made at this meeting.
 - c). Beaupre School has said yes please to the Commemorative Medals to be donated by Parish Council to celebrate the Queen's 90th Birthday- 200 to be ordered at a cost of £486.60. (Clerk to order these).
- Councillor Mrs Jill Gooch declared an interest at this time -re stopping up order.**
- d). NCC- Chairman met with Lucy Perry- Highways Act 1980 Section 116/117 proposal to stop up the unclassified Road (U2v2) Old Wisbech Road, Outwell. The Council agreed to sign the appropriate paperwork for this Stopping up order – District Borough Councillor Mr Harry Humphrey had also agreed to this.
 - e) Drop in sessions have been arranged by Borough Council for Clerk's and Councillor's to go and ask questions about the E planning system that will be put in place for all parishes from June 1st as previously reported at the last meeting.

Correspondance :-

- a). Mr Bill Smith- is producing a Tramway memento to be positioned in the The Tramway.. he seeks Outwell Parish Council's approval- Councillor's have received all information. There is the possibility that he might need planning permission to place this. If so he is asking if Parish Council will apply with his guidance? Also if a small brass plaque is required that Parish Council will offer to pay for this? Council have agreed to support Mr. Bill Smith with this project.
- Clerk left the meeting at this time.**
- b). Clerk has written to Chairman for an hourly pay rise and also to be paid more hours per month to cover the hours she is doing extra now- she asked that her hourly wage be £11.25 per hour and that her hours extended from 37 ½ to 44 hours per month. This was unanimously agreed.
- Clerk returned to the meeting**
- c). Renewal of Annual membership to the NALC- £328.00- this amounts from £62.26 Standing charge and 15.97p per elector of which there are 1664= £265.74- It was proposed by Councillor Mr. Dale Boyce that Council agreed to renew this subscription. It was seconded by Councillor Mr. Paul Smith- this was unanimously agreed. Cheque to be made at this meeting.
 - d). Various other documents are on the 'information table' for Councillors attention.

Working Party Reports

Beaupre School- Council Representative

Councillor Mrs Tara Rust had nothing to report. The School is on holiday at this time.

Cemetery

Councillor Mr. Dale Boyce had nothing to report. It's being kept clean and tidy.

Playingfield/Recreation Ground :-

Councillor Mr. Paul Brenchley reported that Anglian Water was paid £3,300.00 for bill outstanding from the leak that was discovered. They then sent another bill for £2,000.00. This was paid too. Then another was received that the Committee refused to pay and enquired as to why they still owed large amounts. The Committee now have a credit of £1,500.00 with AW who refuse to pay back money owed from last Bill. There was a request that the Section 106 money that amounts to £32,000.00 be used to pay for the MUGA pitch planned in the Playingfield. Clerk informed the meeting that a letter to request this along with quotes will have to be submitted to the Council. The issue of VAT was raised again.

Chairman then spoke to the meeting about the research he is doing on the ownership of the Playingfield and the Trustee matter. He has now seen the Conveyance and it says that the Parish Council own the Playingfield on behalf of the residents of Outwell. So VAT could possibly be reclaimed. The Council will get to see copies of the Conveyance for their perusal. The Trustee information will have to be updated. An annual set of accounts have to be available for the Council each year.

Councillor Mr Paul Smith then informed the Council of future events to be held.

Preparations for the Snail Race Night are being made. Also preparations for the Gala Weekend are being made. This event is the 28th and 29th May. Raft Race with Barbeque on Saturday and a family disco in the evening. A music festival on the Sunday on the Playingfield. A change from previous years.

Borough Councillor Mr Chris Crofts advised the Playingfield Committee and Parish Council to liase with the developers of large applications to contribute to local amenities.

Planning- appendix attached :-

Matters were discussed in the pubic forum regarding planning issues. Application 16/00038/F was permitted by Borough Council at their DCB meeting held 4th April.

Allotments:-

Mr. Andrew Robb gave notice last year for the piece of land in Baldwins Drove he rents, but before this meeting asked if he could withdraw his request. The Council agreed he could but he will have to pay £200.00 per acre per annum and also sign a new Tenant agreement. The amount he will have to pay is £2,000.00 per year and have an annual agreement. Mr & Mrs Walker has given notice on the 2 garden plots they hire. This to come into effect next April 2017.

It was reported that the roadway is impassable to get to the Garden allotments- Chairman advised the Allotment working committee to get together and discuss what can be done about it and report at the next meeting. At this time Councillor Mr. J. Watts said he was not on the Allotment Working Party but Councillor Mr. Paul Smith was- Clerk to ammend the list. April allotment invoices have been sent.

Village Committee and Highway matters including Streetlights :-

There are several issues with Highways. These to be discussed with Mr Martin Edmuds when the ride around the village occurs. The Bus Shelter is ready to be put insitu and a rubbish bin is to be located alongside the new Bus Shelter.

Finance:-

1.Payment's to be made at this meeting- (i) Mr R D Ellington- Village Cleaner- 29 ½ hrs @ £7.00 = £206.00 (102176), (ii) K & M Lighting Services- street light maintenance 1.4.16 to 30.4.16- £102.82 (102177), (iii) NALC- annual membership- £328.00 (102178), (iv) KLWNBC- emptying of dog waste bins for the year- 4 empties per week-52 weeks @ £1.29 per empty- £321.98 (102179), (v) Mrs Nicholas- land rent in the Common- £1,500.00 (102180), (vi) BT- telephone Clerk's expenses-£47.71 (102181), (vii) KLIDB- drainage rates- £65.18 (102182), (viii) Upwell and Outwell Luncheon Club- Section 137 Donation- £250.00 (102183).

2. Debits- (i) EON Energy £207.31- April (ii) D. Newton – Clerk's Salary £393.75- April

3. Petty Cash- Postage- £13.20, Printing Inks £22.64, rubbish bags £5.00.

4. February accounts are formerly approved.

5. BulleyDavy- are acting on behalf of Parish Council to sort out the Clerk's PAYE- no contributions to be paid this month.

Mazars have sent Audit forms for the end of year accounts- they are the External Auditors. An internal auditor is to check the books first.

Report has been sent to all Councillor's from the Finance Training the Clerk and Councillor Fred Keer attended.

His points need to be adopted at this meeting in the Council Procedures. Council approve of Clerk and Councillor Keer putting all the issues raised- in place.

Rural Exception Site for Affordable Housing-

Email received from Kerry Paget to enquire as to update on the road being sorted as promised in Spring- email was sent to all Councillor's. Response from Grahame Seaton- is that the developers are in touch with the contractors. Also this development won an Eco award as reported in the last meeting.

Public Rights of Way:-

Nothing reported

Back Lane/The Tramway: –

None

Outwell Parish Council Website-

Councillor's agreed to put minutes of the meetings up. Planning reports that are edited are also to be added along with the agendas. There are certain requirements that Council have to publicise on the Website - notice of Audit when completed and anything to do with Transparency code. At each meeting it will be agreed as to what can be submitted. It was discussed that anyone wanting to advertise events must send copy to Clerk and a decision from Council to advertise on the WebSite. Clerk to have another meeting with Sadie Forth to tweek things.

Site Allocations and Development Management-

Council was informed that Borough Council is about to publish for comment Proposed Main Modifications to the SADMP. This will form a key part of the Council's Local Plan. For more information or to comment the contact is ldf@west-norfolk.gov.uk using the attached response form.

Parish Partnerships 2016/17-

Unfortunately the Safer Crossing proposal across Isle Road/Rectory Road has been dismissed due to the nature of the material to be used across the road. Council to meet again with Andy Wallace – NCC Highways to re- discuss this project.

Council Procedures :-

Adoption of the New Transparency Code and Financial regulations.

Other urgent matters :-

Mr Ellington- Village Cleaner offered to put a bench in the area to be landscaped near the Bridge and where the Bus Stop is - if the Fence is moved back.

Date of next meeting :-

Tuesday 3rd May 2016 after the AGM at 7.00p.m. at **St. Andrew's Church**.

There being no other business to conduct, the meeting was declared closed at 9.05 p.m.

Signed as true record of the meeting :-

..... **Chairman**