

## **OUTWELL PARISH COUNCIL**

The Minutes of an Ordinary Meeting (the 376<sup>th</sup>), of the Council, commenced on Tuesday 1<sup>st</sup> October 2024, at 7pm at Upwell Public Hall, New Road, Upwell. Chairperson, Mr Fred Keer presided over the meeting.

### **1.1 Attending: -**

Councilor's Ms. Donna Semmens, Mr. John Watts, Mrs. Jane Sutton, Mrs. Georgina Greenwood, Mrs. Jill Gooch, Mrs. Tara Rust and Ms. Andrea Alexander.

Borough Councilor Mr. Chris Crofts.

County Councilor Mr. Chris Dawson

1 MOP

### **Apologies accepted for absence: -**

Councilors Mr. Dale Boyce and Mr. David Murfitt.

Borough Councilor Mr. Harry Humphrey.

1.2. Councilors' Declaration of Interest in tonight's Agenda items.

**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 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.**

1.3. **Public Forum:** Clerk and Village cleaner to sort the appropriate Bin.

1.4 The minutes of the meeting held on Tuesday 3<sup>rd</sup> October 2024 were distributed before this meeting. They were accepted on a proposal by Cllr Tara Rust and seconded by Cllr Donna Semmens.

These were duly signed as a true record by the Chairperson.

1.5 **Council procedures-** having received a resignation letter from Ms Sarah Arden, Clerk informed the Council that procedures must be followed for her to be replaced. First a notice is put up that there is a vacancy on the Council. If after 14 days no one has been nominated, there is no election, then Council will be notified and they then co opt a new applicant. Many questions were asked at this point and the clerk answered accordingly.

Chairman at this time asked for Council's permission to write to thank Sarah for her service to the Community and Council and that she is more than welcome to work alongside at any time.

## **2 Councilor's Reports**

2.1 NCC – Chris Dawson – various updates and information have been sent by Chris since the last meeting. Chris re- iterated on the information he has been sending to the Council.

2.2 BC- Chris Crofts reported that Mintlyn are having to extend their area, for some services, to the undercover walkway where the flowers are left- due to the crematorium not being big enough for the congregation attending. Sound and screens will be installed. There are still staff shifts in the Borough Council. The new head of the Council is keen to meet up with all the Parish and Town Councils.

**He left the meeting at 7.45pm.**

## **3 To report matters arising from the minutes from the Meeting held 3<sup>rd</sup> September 2024.**

All updates on the Action plan-this is attached to these minutes.

#### 4. FINANCE –

##### Payments for OCTOBER 2024 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	700.00	0.00	700.00	OCT01/24	Clerk Wages
Mr Ellington	360.36	0.00	360.36	OCT02/24	Village cleaner 31.5hrs @£11.44
VODAPHONE	32.00	0.00	32.00	OCT03/24	Monthly Broadband
K & M Lighting	125.44	25.09	150.53	OCT04/24	September Streetlighting maintenance
Upwell Village	22.00	0.00	22.00	OCT05/24	Hire of Hall SEPT meeting
SSE	517.28	25.86	543.14	OCT06/24	Electricity August
NURTURE	180.10	36.02	216.12	OCT07/24	2 Cemetery cuts and spraying
WAVE	18.51	0.00	18.51	OCT08/24	Cemetery
PKF	210.00	42.00	252.00	OCT09/24	Annual audit
Mrs Nichols	1500.00	0.00	1500.00	OCT10/24	Land rent at The Common
TOTALS	3665.69	128.97	3794.66		

#### 4.1 Decisions/action

- 4.1.1 August Accounts were formerly approved.  
4.1.2 October payments as above were formerly approved.

#### 4.2 For information

- 4.2.1 TC Group are the accountants that ensure the Clerk's salary is accounted for.  
4.2.2 Variance report for July and August.  
4.2.3 Annual external Audit returned- no issues

#### 5. REPORTS-

5.1 **To receive monthly Police Updates sent via email.** All relevant emails sent to the Councillor's.

5.2 **To receive the report from the School Liaison Officer** – Councillor Mrs Georgina reported that concerns are growing for Beaupre School- due to not being a feeder school for Downham Academy due to the fact it's a Norfolk school but financed by Cambridgeshire. Council advised the school should look to change its financial situation to Norfolk.

5.3 **To receive the report from the OLD Cemetery working party** –

Nothing reported

5.4 **To receive the report from the Playing field and Village Hall Committee** – Councillor Mrs. Tara Rust reported that the next fundraising event takes place 5<sup>th</sup> October with the Firework and Halloween event.

5.5 **To receive the report from the Planning working party** – report attached to the minutes.

5.5.1 Thanks were given to Councillor Ms. Donna Semmens for sorting through the complicated paper of modifications to the local plan and writing on behalf of Council to the Borough Council.

5.5.2 Councillor Donna Semmens has been contacted by Prue Lester from Upwell Parish Council for some support with local issues on proposed Traveler Sites in her Parish.

She spoke passionately and factually about the situation in this area. There is no one in a capacity to represent this area, Colin Rose is the Borough Councillor representative for Upwell and Chris Crofts is Borough representative for Outwell. Both will be asked if they can represent Parish Council's in this matter. Councillor Donna Semmens asked Council's permission to liaison with Prue Lester on this subject. The Council unanimously agreed. She is to give monthly updates on this matter.

5.5.3 An email was received from a resident in Isle Bridge Road with concerns of a caravan having been installed at the bottom of her garden by a neighbour and felt it was impinging on her privacy. She asked for Council's support. The Council could only write on behalf of the resident to the enforcement officer and request a site visit to ensure the caravan was not contravening any regulations.

**5.6 To receive the report from the Village and Highways Working Party-**

5.6.1. Streetlights reported as and when.

5.6.2 Any highway reports to Councilor Mrs. Jane Sutton-

**5.7 To receive the report from the Allotment committee: -**

Allotment invoices have been sent.

Drainage companies notice- access to allotment land to ensure that the drains are working efficiently.

**6. MATTERS FOR COUNCIL TO ACTION: -**

6.1.1. NCC- Delivering local highway improvements in partnership with Town and Parish Councils- email sent to all Councilor's- no suggestions yet.

6.1.2. Mr. Bill Smith has requested that the Council set up a petition against Dog Breeding Business in Basin Road. After much discussion the Council felt there was no need for a petition at this time.

**Sheet attached to minutes.**

- 1). New Cemetery?**
- 2). Riverside Railings.**
- 3). Community Garden.**
- 4). Penn Sluice**
- 5). Safer Crossings.**
- 6). Riverside Banks**

**7 Outwell Parish Council Web Site is updated monthly-**

**8 To consider agenda items for the next meeting 30.10.2024.**

**9 Date of next scheduled meeting – Tuesday 5<sup>th</sup> November 2024 at 7pm at Upwell Village Hall, New Road, Upwell.**

**Meeting Duly closed at 8.45pm**

**Signed.....**

**Date.....**