

**Walsoken Parish Council Minutes**  
**Tuesday 12<sup>th</sup> April 2016**  
**held in Walsoken Village Hall at 7.10pm**

**PRESENT**

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Clive Bettinson, Barry Sisson, Andy Houghton, Jenny Snow and Lisa Wiffen.

John Harwin.

Borough Cllr. Brian Long.

County Cllr. Harry Humphrey

Item No.	Detail
1	<b>Public Participation</b> No-one present.
2	<b>Co-option of a councillor</b> It was decided that John Harwin should be co-opted as a member. Cllr Leach welcomed him on to the Parish Council.
3	<b>Apologies</b> Cllr Allan Landall – church commitment. Cllr Joanna Woolley – ill. Borough Cllr Roy Groom – attending another Parish Council meeting.
4	<b>Declarations of Interest</b> Cllrs Snow and Leach declared an interest in the Planning item.
5	<b>Urgent Matters</b> Cllr Houghton had an item under Highways. Clerk had items under Finance – Internal Auditor and Asset values.
6	<b>Approve the Minutes</b> The Minutes of the meeting held 23 <sup>rd</sup> February 2016 had been circulated and were approved and signed as a true copy, proposed by Cllr Sisson, seconded Cllr Houghton.
7a.	<b>Matters Arising</b> <b>Council website</b> – Nothing to report.
7b.	<b>Tree work in the churchyard</b> – Clerk read Cllr Landall's email confirming the tree work had now been completed to a high standard. Brash was to be collected once the wood chipper was repaired. He had spoken with Andy Griffiths about the builders bags for collection of green waste, together with reminding him about growth through the chain link fence.
7c.	<b>War Memorial floodlighting</b> – Cllr Landall had emailed to say he was waiting for a quote from Harnwells re the cost and/or feasibility of floodlighting.
7d.	<b>War Memorial history/repairs</b> – nothing to report.
7e.	<b>Highway Ranger feedback</b> – Clerk reported that she had copied Karl Rands into the emails and had received a reply from him confirming that although the correct email address had been used, emails hadn't been received by Highways and he would ask IT to look into this. Highways had confirmed that potholes in Burrett Road, Church Road and Biggs Road had been filled, the post box kerbing was under investigation and the crumbling verge in Broadend Road East had been completed. A discussion followed and it was noted that some potholes had been filled in Biggs Road but not outside Strattons and nothing had been done on Burrett Road or Broadend Road East. It was decided that the Clerk should reply giving this information, copying Cllr Humphrey into all emails.
8	<b>Planning applications and decisions</b> The Planning report had been circulated and was noted.

Item No.	Detail
8 cont.	A discussion followed and decisions were made as follows - 16/00620/O – approval in principle on the same conditions as the proposed development in Burrettgate Road, Clerk to circulate to councillors for approval. 16/00655/F – councillors to decide later.
9	<b>Highways</b> Cllr Houghton reported that the basketball area had been cut last week but not very well considering it was a play area for children. It was decided to ask Nathan Johnson, Open Spaces Manager, to check the area and advise of the schedule for grass cuts.
10	<b>Street lighting</b> Clerk advised that the extra light had increased Westcotec's annual charge by £4.75. Clerk to send out a new list of street lights and numbers to everyone.
11	<b>Allotments</b> Nothing to report.
12	<b>SNAP feedback</b> Cllr Leach had attended the meeting and reported it wasn't very well attended. The main focus was speeding and dog fouling. Cllr Long advised that he hadn't been able to attend himself but that numbers attending had been gradually decreasing since the venue was moved to Downham. The number of meetings had been reduced from 9 to 3 and Kings Lynn were having drop-in sessions now. He confirmed that most priorities are now Highways related, such as speeding. Cllr Humphrey replied that as speeding is a Police priority anyway they were looking for other priorities such as anti-social behaviour. A discussion took place about SAM2 which is made by Westcotec and records data for every car including speed and time but has to be moved every 6 to 8 weeks, unlike the old SAMs which can be permanent. The average speed is looked at, discounting the top percentile, and Highways consider whether Police patrols should be put in place. Parishes can share the cost of a SAM2.
13	<b>Churchyard</b> Nothing to report.
14a.	<b>Finance</b> <b>Payments</b> – the attached schedule had been circulated and was read out. Clerk explained that she had claimed excess hours from February 1 <sup>st</sup> 2016, after discussion with Cllrs Leach and Woolley and would claim the amount of hours worked at each meeting, which complies with her contract. Cllr Snow proposed the payments be accepted, seconded by Cllr Wiffen.
14b.	<b>Audit</b> – Clerk advised that she had spoken to the Smaller Authorities' Audit Appointments Ltd (SAAA) who had explained that Parish Council's were not able to choose their own auditor. If they opted out, an independent Panel would have to be appointed made up of a minimum of 3 people independent of councillors, and could lead to possible fees. If the Parish Council opted in to the SAAA scheme it would be unlikely that any fees would be incurred as the Council's turnover is less than £25,000. Following Clerk's discussion with Cllrs Leach and Woolley it had been decided to stay opted in.
14c.	<b>Internal Auditor</b> – it was agreed that Keven Brooks, a qualified accountant, should again be nominated as the Internal Auditor.
14d.	<b>Asset values</b> – the values from last year's Supporting Statement were read out. A query was made as to whether the War Memorial should be listed if the Parish Council didn't own it. Clerk was instructed to clarify with NALC and Keven what valuations should be placed on assets i.e. nominal or cost.

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15	<b>Correspondence</b> The correspondence had been circulated and was available for viewing prior to the meeting.
16	<b>Urgent Business</b> Nothing to report.
17	<b>Agenda items for the A.G.M. on 24<sup>th</sup> May 2016</b> None reported.
	The meeting closed at 8.20pm

.....Chair

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