

**Walsoken Parish Council Minutes**  
**of meeting held on Tuesday 6<sup>th</sup> September 2016**  
**held in Walsoken Village Hall at 7pm**

**PRESENT**

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Clive Bettinson, Allan Landall, John Harwin, Jenny Snow, Andy Houghton, Joanna Woolley and Lisa Wiffen.

Four members of the public were present .

Item No.	Detail
56	<p><b><u>Public Participation</u></b>            Cllr Leach welcomed everyone and asked for comments/questions.            Mr G stated he was very pleased with the resurfacing of Burrett Road but questioned whether this would curb the speeding.</p>
56a.	<p><b>Speeding</b> - It was noted that a quad bike was regularly travelling at speed through the village, particularly at weekends, making a lot of noise. Clerk to report to PC Lorraine.            Cllr Harwin reported a near accident at the junction of Burrett Road with Lynn Road due to a speeding car.</p>
56b.	<p><b>Proposed planning application for travellers' pitches</b> – Mr B had researched national and Borough Council planning guidelines and he and Cllr Leach had been in regular contact regarding a presentation if the application goes to a Planning Committee meeting. As only one resident plus a Parish Councillor can speak for three minutes each, he had produced a suggested dialogue for both himself and a councillor, to avoid duplicating reasons for objection. Copies were left to be circulated amongst the councillors for their approval. Cllr Leach thanked Mr B for the work he'd completed.            The date for determination for the application was today but Planning at KLBC had advised by email that it is likely to drag on for a while yet. Clerk was requested to forward this information to Elizabeth Truss.            Clerk read the response from the Community Safety &amp; Neighbourhood Nuisance Officer stating no objection subject to foul and surface water drainage arrangements. Mr B advised that he had tried to contact them as he was confused why they were commenting on drainage.            Cllr Groom will make enquiries about the progress of the application.            Clerk to ascertain the date of the next Planning meeting.            Cllr Leach thanked everyone for coming.            The public left the meeting at 7.20pm.</p>
57	<p><b><u>Apologies</u></b>            Cllr Sisson - holiday            Borough Cllr Long – holiday            County Cllr Humphrey – clash of meetings</p>
58	<p><b><u>Declarations of Interest</u></b>            Cllr Landall – church matters.</p>
59	<p><b><u>Urgent Matters</u></b> None reported.</p>
60	<p><b><u>Approval of the Minutes</u></b>            The Minutes of the meeting held 12<sup>th</sup> July 2016 had been circulated. The Minutes were approved and signed as a true copy, proposed by Cllr Snow seconded Cllr John Woolley.</p>
61a.	<p><b><u>Matters Arising</u></b>  <b>Council website</b> – Cllr Leach suggested additional information is included on the Home Page for residents and welcomed any suggestions and help with this.            Cll Landall will forward a boundary map.</p>
61b.	<p><b>Proposed travellers' site</b> – Cllr Leach will circulate Mr B's points and offered to speak at the Committee meeting if available but welcomed suggestions for alternative speakers.</p>

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	<p>Concern was expressed that neighbours hadn't been notified of the application. It was noted that the Borough Council stated they had fulfilled their obligations in publication but were unable to notify neighbours if they didn't know who owned adjoining fields.</p> <p>It was suggested that planning applications should be placed on the Parish Council's website, perhaps with a link to the Borough Council. Cllr Houghton offered to look into this and also see if he could ascertain the number of people who had viewed the website.</p>
61c.	<p><b>Churchyard tree work</b> – Clerk advised that she is waiting for Chris Hotson's revised quote containing the required wording and method statement. Once received, Cllr Landall will forward it to the DAC for approval. It was noted that the advisory date for commencement is from late October.</p>
61d.	<p><b>Church matters and DAC permission</b> – Cllr Landall had details of List A and List B listing various church matters. List A contained work where no permission was required and List B contained work needing the Archdeacon's faculty. Clerk will circulate to councillors. Cllr Landall advised that most jobs can be sanctioned under List A or B and a full faculty can be lengthy and costly.</p>
61e.	<p><b>Beech tree</b> – Cllr Leach advised that Treecare Consultants Ltd had been requested to carry out a detailed assessment and hazard risk report for the beech tree.</p>
61f.	<p><b>Church wall</b> – Clerk advised that the repairs had been completed and the insurance claim was in hand. The insurance company had offered a refund of £2,215 (£2,340 less excess £125) but the Clerk had notified them that the Parish Council can reclaim VAT of £390.</p>
61g.	<p><b>SAM2</b> – Clerk outlined details received from Westcotec, Norfolk County Council's preferred supplier for the Parish Partnership scheme. Existing sign posts are used if possible but posts can be installed. Data collection records speed, volume of traffic, time and date but not registrations, and the data is collected by the Parish Council through a laptop connected to the sign. The sign can remain in one place for a maximum of four weeks, not to return for eight weeks and sites must be accepted by Highways. The battery lasts between five and seven days. Cost is £2,800 for the sign, batteries, charger and clamps. Software and leads cost £250. Cllr Leach had been advised that there is also an up front fee of £2,000 for 10 years maintenance and that other permanent signs may not be approved or eligible for funding.</p> <p>It was noted that other Parish Councils had experienced difficulties with the Police acting on information as the sign has to record a minimum level before the Police will take action such as using a speed gun or cameras.</p> <p>After a discussion about insurance, responsibility, effectiveness in slowing down traffic and cost, it was decided to defer this item indefinitely.</p> <p>It was noted that Highways had been invited to attend a meeting to offer advice on speeding.</p>
61h.	<p><b>Sandy Lane/Highway Rangers</b> – it was noted the verges had been cut back but that brambles were overgrown on the corner at the junction with Burrettgate Road/Broadend Road. Clerk to report to the Highways Rangers with items below -</p> <ul style="list-style-type: none"> <li>i) overgrown brambles on the corner of Broadend Road, close to the junction with Green Lane</li> <li>ii) overgrown bushes opposite 12/14 Burrett Road growing onto to pavement</li> <li>iii) overgrown hedge at 49 Burrettgate Road</li> </ul>
61i.	<p><b>A47/Broadend Road junction – drains</b> – Clerk read reply from Highways England stating they would investigate the drainage problems. It was noted that workmen had been seen at the junction working on the drains.</p>
61j.	<p><b>Signage on A47</b> – Highways England response stated that it is no longer practice to provide signs to individual locations except in very exceptional circumstances and the collision details do not suggest a trend which would make an exception at the junction. They also stated there isn't room to add new wording to the current signage as it would overcrowd current signs. They suggested that with the possibility of additional housing and a potential roundabout at the junction, they would look then at improving signage.</p> <p>After discussion it was decided to ask Norfolk County Highways if they could install a sign outside Claybrook Park on Broadend Road indicating “No Access for Princes Distribution” or similar words.</p>

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62	<b><u>Planning process</u></b> To be held over.
63	<b><u>Planning applications and decisions</u></b> The Planning report had been circulated and was noted. Borough Cllr Groom suggested inviting a member of the Planning department to a meeting for a question and answer session.
64	<b><u>Clerk's Appraisal</u></b> Clerk left the room whilst a discussion took place. On her return Cllr Leach conveyed the Council's appreciation for her work. Clerk advised that she was happy with the system of being paid for exact hours worked rather than an average number.
65a.	<b><u>Finance</u></b> <b>Payments</b> – the attached schedule had been circulated. An invoice for £354 from Ravencroft Tree Services for the resistograph test on the lime tree in the churchyard was presented and approved for payment. Cllr Landall proposed the payments, including the invoice above, be accepted, seconded by Cllr Snow. A request was made to add an extra column for the VAT element of payments.
65b.	<b>Audit for year ended March 2016</b> – Clerk advised that Mazars had completed the audit with no comments. The Society of Local Council Clerks advised on valuing assets at cost rather than insurance valuation for next year 's Audit and advised against depreciating assets.
66	<b><u>War Memorial</u></b> Cllr Landall reported he had contacted restoration contractors and would obtain indicative prices or quotes once he had established the original materials of the bayonet and the strap. He suggested there may be a possibility of the strap being donated by the Norfolk Regiment.
67	<b><u>Highways</u></b> <b>Highways Rangers</b> – the Rangers will be in the village during the week commencing 10 <sup>th</sup> October 2016. Clerk was requested to add the obscured 30 mph sign opposite Sparrowgate/Burrettgate Road junction on the corner to the list.
68	<b><u>Street lighting</u></b> Nothing to report.
69	<b><u>Allotments</u></b> It was noted that the rubbish is still in place on the allotments but they are being kept in order.
70	<b><u>SNAP Feedback</u></b> Nothing to report.
71	<b><u>Correspondence</u></b> Correspondence had been circulated.
72	<b><u>Urgent Business</u></b> Nothing to report.
73	<b><u>Agenda items for the meeting 18<sup>th</sup> October 2016</u></b> None reported.
	The meeting closed at 9pm

.....Chair

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