

**Walsoken Parish Council Minutes**  
**of Annual General Meeting held on Tuesday 23<sup>rd</sup> May 2017**  
**held in Walsoken Village Hall at 7pm**

**PRESENT**

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Clive Bettinson, Barry Sisson, Andy Houghton, Jenny Snow and Allan Landall. County Cllr Harry Humphrey and County Cllr Sandra Squire.  
 PC Emily Carter – Police Engagement Officer. 5 members of the public

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48	<p><b><u>Appointments</u></b></p> <p>a) <b><u>Chair</u></b> - County Cllr Humphrey temporarily chaired the meeting to take nominations for Chair. Cllr Houghton nominated Cllr Leach, seconded by Cllr Snow. There were no further nominations so Cllr Leach was declared Chair. Cllr Leach thanked everyone for their support.</p> <p>b) <b><u>Vice Chair</u></b> – Cllr Leach asked for nominations, Cllr Bettinson nominated Cllr John Woolley, seconded by Cllr Houghton. There were no further nominations so Cllr Woolley was declared Vice Chair.</p>
49a)	<p><b><u>Planning committee</u></b></p> <p>The Planning committee of last year, consisting of Cllr Leach, Cllr John Woolley, Cllr Bettinson, Cllr Snow, Cllr Houghton and Cllr Sisson, agreed to continue for a further year. Planning applications will continue to be sent to the whole Council.</p>
b)	<p><b><u>Village Hall Representative</u></b> – Cllr John Woolley confirmed he would continue for a further year.</p>
50	<p><b><u>Public Participation</u></b></p> <p>a) <b><u>Speeding in Burrett Road</u></b> - Mr G expressed concern about speeding particularly between Sparrowgate Road and Blackbear Lane between 7am and 8.30am and when people come home from work. Lorries are also a concern driving through the village. He acknowledged that Knowles lorries are now avoiding the village.</p> <p>b) <b><u>Speed limit signs</u></b> - Cllr Leach confirmed that damaged speed limit signs have been reported to Highways and will be replaced. Clerk asked to chase this and also ask if additional signs can be erected in Burrett Road.</p> <p>c) <b><u>Princes depot sign</u></b> - It was noted that the new Princes sign has today been erected at the top of Burrett Road near the junction with the B198 directing traffic to the site entrance. The depot manager is liaising with transport companies to ensure that the correct post code is now being used to ensure drivers do not attempt to access the old site entrance in Burrett Road, although it was noted that agency drivers may not always be aware of the new entrance.</p> <p>d) <b><u>A47 sign</u></b> - A suggestion was made for a sign on the A47 but Cllr Leach informed that Highways England had been approached on this matter and had refused stating they were against crowding existing signs.</p> <p>e) <b><u>Weight limit</u></b> - Weight limit signs were also suggested but these could effect normal deliveries such as bin collections taking place and signs are only advisory anyway. Cllr Leach confirmed that the weight limit on the roads is 44 tonnes. It was noted that local businesses could have up to 8 lorries a day collecting loads.</p> <p>f) <b><u>Community Speedwatch</u></b> – PC Carter asked if the Council had considered Speedwatch. Cllr Leach reported that the scheme had been advertised but not enough people had volunteered to make a team, and those who did make contact had been from outside the county. PC Carter advised that a team of 6 volunteers is required for about 1 or 2 hours a month, equipment and training will be provided. If 11 vehicles are recorded speeding within a month a safety camera and operator will be provided and tickets will be issued. She added that speeding fines are now related to salary. Clerk will pass on PC Carter's contact details to Mr G who will organise a team.</p> <p>g) <b><u>SAM 2 (Speed Awareness Message)</u></b> – the Council had looked into the possibility of the installation of this vehicle activated sign but due to costs and responsibility for moving it and charging batteries</p>

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	<p>had decided against it. However, the Council will continue to investigate SAM and ask neighbouring Councils if they would be willing to rent a sign to Walsoken for a few weeks.</p> <p>County Cllr Humphrey advised that the signs can be quite effective and costs can be shared with other Parish Councils. The County Council are reluctant to instal physical deterrents such as chicanes.</p> <p>h) <b>Police patrols</b> – PC Carter advised that due to government cutbacks and the size of the area covered, it wasn't possible to have regular Police cars patrolling.</p> <p>i) <b>Parking on pavements</b> – Mr G reported this was another concern. In the village. He was advised that a recent letter drop had been completed in Burrett Road and some drivers had taken note of the request not to park on public paths and trods. He was advised to take note of vehicle registrations and report them.</p> <p>j) <b>Quad bikes</b> – reported as still speeding through the village. PC Carter advised that they should be reported on-line or on 101. She confirmed the driver doesn't need a helmet but does need insurance.</p> <p>k) <b>PC Emily Carter</b> – advised that her main role is to engage with communities, volunteers and projects. Contact can be made through the Council Clerk.</p> <p>Cllr Leach thanked the members of the public for attending and voicing their concerns. Mr G thanked the Council for listening to the concerns and he left at 7.35pm with 3 parishioners.</p>
51	<p><b><u>Apologies</u></b> Cllr Harwin; Cllr Wiffen – son's school meeting; Cllr Joanna Woolley – baby care. Borough Cllr Roy Groom.</p>
52	<p><b><u>Declarations of Interest</u></b> None reported.</p>
53	<p><b><u>Urgent Matters</u></b> None reported.</p>
54	<p><b><u>Approval of the Minutes</u></b> The Minutes of the meeting held 18<sup>th</sup> April 2017 had been circulated but councillors had been unable to open the document fully and were unable to read item 39a)the payments section. Cllr Leach checked and confirmed that the payments were in accordance with the schedule reported in April. Clerk will circulate the Minutes in pdf format in future. It was also noted that Colin Rose was not a County Cllr but a candidate. With the above amendments taken into consideration, the Minutes were approved and signed as a true copy, proposed by Cllr Sisson, seconded Cllr Houghton.</p>
55	<p><b><u>Matters Arising</u></b></p> <p>a) <b>Council website</b></p> <p>ai) <b>Counter statistics</b> – Clerk reported the user statistics- Today – 10, yesterday – 14, last 7 days – 147, last 30 days – 1,450 and last 365 days – 7,601. The top pages viewed were - Home – 1,086, Contact – 58, Minutes – 58, Planning applications – 53, Agendas – 49; Planning – 45. Other statistics including search engines/search words were available if required.</p> <p>aii) <b>Inclusion of Village Hall</b> Cllr Woolley had attended the Village Hall AGM and it had been recorded that the Hall was struggling to make a profit. It was agreed to advertise future events on the Council's website together with contact details and hall hire rates.</p> <p>b) <b>Princes sign</b> It was noted that the new directional sign has been erected today. Clerk read the email from Ian Elliott-Hughes asking for feedback and advising he would like to know if there are any other issues. Clerk to let him know that the litter picking is outstanding and being done regularly on both sides</p>

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c)	of the fence. The grass is also being cut regularly. <b>Letter drop</b> – the Council's letter had been delivered to houses in Burrett Road and been posted on the website and noticeboard. Cllr Houghton will notify the Press. It was agreed that a strong formal letter is sent to Corder Care's Head Office as their care workers are continuing to cause obstructions when parking.																																																																	
d)	PC Carter clarified that any enforcement signs on telegraph poles would need Highways permission. <b>Church maintenance contract</b> – Clerk had now received the amended contract from Andy Griffiths with the addition of the removal of builders' bags up to 3 times from November to February. Cllr Landall reported that Idverde were coming regularly and the last cut had been very good. PC Carter left at 7.55pm.																																																																	
e)	<b>War Memorial</b> – Cllr Landall had investigated funding through grants from the War Memorial Trust and Historic England and was awaiting a reply. He suggested the gilding of names on the Memorial could be a Centenary 2018 project.																																																																	
f)	<b>Street lighting contract</b> – Clerk had received a new mandate to be signed for Direct Debit amounts to be linked to the monthly invoices rather than set amounts.																																																																	
g)	<b>Highway items</b> – Clerk reported that Highways had confirmed all items will be dealt with. Kings Lynn Borough Council confirmed the replacement of the street name plate at All Saints Avenue in due course but the Broadend Road plate would not be replaced. Highways England had filled in the potholes at the A47/Broadend Road junction.																																																																	
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a)	<b>The Planning Report</b> – The Planning Report had been circulated to councillors, and was noted. 17/00760/O – after discussion it was decided that in view of the history and previous restriction on this site, the decision would be deferred to the Borough Council. 17/00923/F – approval recommended.																																																																	
b)	<b>Knowles transport site</b> – it was noted that Knowles had recently requested an increase in their Licence for 20 goods vehicles and 30 trailers. Clerk had been instructed to write asking how this would affect the movement to and from the site. Clerk read the reply from Alex Knowles stating the number of subcontractors is being reduced and more shipments will be undertaken by their own vehicles meaning a similar amount of vehicle movements as there has always been.																																																																	
57	<b>Finance</b>																																																																	
a)	<b>Internal Auditor's Report</b> – Keven Brooks had completed and signed the Internal Audit Report. Clerk read out his letter confirming that the Parish Council had an adequate and effective system of internal audit of the accounting records and control systems in place.																																																																	
b)	<b>Payments</b> – the schedule below had been circulated. Cllr Houghton proposed the payments be accepted, seconded by Cllr Harwin.																																																																	
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c) d)	<p><b>Donations</b> – Clerk read the donation request from Norfolk Family Mediation, based in Norwich. It was unanimously agreed to decline.</p> <p><b>Insurance renewal</b> – Clerk confirmed the renewal had been received from Aon UK Ltd for the final year of the contract, the premium was slightly less than last year.</p>
58	<p><b>Highways</b></p> <p>Clerk to report the following items to Highways -</p> <ul style="list-style-type: none"> <li>• pot holes in Church Road near the old beech tree</li> <li>• road surfacing half way down Biggs Road outside Strattons gate</li> </ul> <p>Clerk to enquire about timescales for outstanding items including trod erosion and the overgrown hedge in Burrett Road.</p> <p>The following to be reported to Open Spaces -</p> <ul style="list-style-type: none"> <li>• grass cutting around the basket ball post in Sleights Drive</li> <li>• grass cutting in Sparrowgate Road</li> <li>• grass cutting in Chapnall Road</li> </ul>
59	<p><b>Street lighting</b></p> <p>Nothing to report.</p>
60	<p><b>Allotments</b></p> <p>It was noted they had been drilled with winter wheat.</p>
61 a) b) c)	<p><b>Correspondence</b></p> <p><b>Village Hall</b> – Cllr Woolley had attended the AGM where it had been reported that the hall had been showing a loss for 2014 and 2015. However, there was a profit of £98 in 2016. A donation of £10,000 had been received from Robert Hall Trust to cover the cost of heating system repairs and renewal of lighting. It was agreed to advertise the Hall's events calendar and contact details on the Council website.</p> <p><b>Church acknowledgement</b> – Peter Wadlow had sent an email to the Council's old email address so Cllr Landall read it out. It followed from the church's annual meeting when thanks were expressed for the Council's work in the upkeep of the closed churchyard including the heavy costs borne especially in relation to the trees in addition to the routine grass cutting.</p> <p><b>Reserves</b> – Cllr Leach reminded the Council of the need to build up the Council's Reserves by looking at raising the Precept in the future.</p>
62	<p><b>Urgent Business</b></p> <p>Nothing to report.</p>
63	<p><b>Agenda items for the next meeting</b></p> <p>Councillors' expenses and allowances.</p> <p>Ideas for encouraging young members to join the Council.</p> <p>The next meeting is Tuesday 11<sup>th</sup> July 2017 at 7pm at Walsoken Village Hall.</p>
	<p>Cllr Leach thanked everyone for attending in particular County Cllr Squires who represented the Marshland North area.</p> <p>The meeting closed at 8.35pm</p>

.....Chair

.....2017