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**The Minutes of the Annual General Meeting of Walsoken Parish Council held in  
Walsoken Village Hall on Tuesday 27<sup>th</sup> May 2014 at 7pm**

**PRESENT**

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Andy Houghton, Jenny Snow, Chris Harvey and Clive Bettison.

County Cllr Fred Agnew, Borough Cllr. Brian Long and Borough Cllr. Roy Groom.

**50. ELECTION OF OFFICERS**

**Chair** – Cllr Leach stepped down and Cllr Woolley took the Chair and asked for nominations for Chair. Cllr Harvey proposed Cllr Leach, seconded by Cllr Snow, all in favour. Cllr Leach signed a Declaration of Acceptance of Office and took the Chair. Cllr Harvey expressed his appreciation to Cllr Leach for everything he had done as Chair in the past year. Cllr Woolley echoed that Cllr Leach had lead the Council very well since Cllr Sims had been Chair.

**Planning** – the existing Planning Committee of Cllrs. Leach, Woolley, Snow, Bettison and Harvey were proposed and agreeable to continue en bloc.

**Village Hall Representative** – Cllr Smith was absent but had stated he would be happy to continue if no-one else wanted the position. It was decided to confirm this with him at the next meeting.

Cllr Leach thanked all the councillors for their input over the past year together with the Borough and County councillors and gave a special thanks to Cllr Woolley as Vice Chair and the Clerk.

**51. PUBLIC PARTICIPATION**

None present.

**52. APOLOGIES AND REASONS**

County Cllr. Humphrey – Borough Council meeting, Cllr Wiffen – in London, Cllr Landall – church meeting, Cllr Smith – presentation, Cllr Joanna Woolley – working.

**53. DECLARATIONS OF INTEREST**

None.

**54. NOTIFICATION OF MATTERS TO BE PUT ON THE AGENDA UNDER ‘AOB’**

Clerk had one item under Correspondence.

**55. TO CONFIRM MINUTES OF ANNUAL ASSEMBLY HELD 15<sup>th</sup> April 2014**

The Minutes of the Annual Assembly held on 15<sup>th</sup> April 2014 had been circulated. Cllr Houghton proposed they be accepted as a true copy, seconded Cllr Snow, unanimously agreed.

**56. TO CONFIRM MINUTES OF MEETING HELD 15<sup>th</sup> April 2014**

The Minutes of the meeting held on 15<sup>th</sup> April 2014 had been circulated. Cllr Leach pointed out that Cllr Brian Long had been incorrectly recorded as Cllr Brian Lake. With the inclusion of this amendment, Cllr Harvey proposed they be accepted as a true copy, seconded Cllr Bettison, unanimously agreed.

**57. MATTERS ARISING**

**a) Removal of street lights outside 109 Chapnall Road and 67 Larkfield Cottage** – Clerk advised that Westcotec had confirmed that they had disconnected and removed the two lights. E.On wanted to know the exact date of disconnection and they would then amend the Council's invoice accordingly.

**b) Fly tipping** – Clerk read out the two emails from Cleanup and Community Safety & Neighbourhood Nuisance, both at the Borough Council, which gave conflicting information about whether or not there was provision for an organised pubic collection.

Cllr Groom had been told that there definitely wasn't a scheme for providing bags for an organised collection.

Cllr Long reported that the Borough Council had no policy for providing equipment for community Cleanup but have provided equipment for a Duke of Edinburgh Award for Marshland High School – organised by Nathan Johnson at the Borough Council.

Cllr Leach stated that it was the bigger items such as sofas, fridges, TVs etc. that were a problem. Cllr Long confirmed that the Cleanup free phone line should deal with these items dumped on the highway.

It was decided to report such large items to the Clerk who would ring the the Cleanup number, clearance time to be monitored.

**c) Commemoration of World War 1** -It was decided to defer discussion of the tree planting to the next meeting as Cllr Landall was absent.

Cllr Woolley had spoken to S & B Components who had stated they would be willing to provide, free of charge, a coated metal stake with attached plate, and had provided a small sample. It was decided that the stake would be approximately 2' high and would be concreted into the ground, with a metal plaque (not

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brass) either screwed or glued to the plate. Cllr Woolley had also investigated the engraving of a metal plaque, approximately A4 size, at a cost of £10.

Cllr Houghton will look into the replacement of the bayonet on the War Memorial, in a substitute material.

**58. PLANNING**

**a) Planning Applications** – The Planning Report had been circulated and was noted.

The new application 14/00721/F was discussed and it was decided that, before replying, the Clerk checks whether this application is residential rather than business, in view of the “Craft Room.

A discussion followed regarding Planning Decisions received from the Borough Council and it was decided that the Clerk should notify councillors of the decisions as they are received.

Cllr Agnew reported that he had been in communication with Mr Wilson of 81 Broadend Road.

**59. HIGHWAYS**

**a) Update on A47 Focus Group** – Cllr Houghton reported that the meeting had been postponed to 29<sup>th</sup> May. Clerk reported that there had been no response from Catherine Brookes of Highways Agency and Elizabeth Truss had been copied into the latest email and had also emailed her. Clerk to monitor.

Cllr Long reported that there were other improvement schemes ongoing on the A47.

Cllr Bettison reported that temporary cameras had been in place at the junction.

**60. STREET LIGHTING**

Nothing to report.

**61. ALLOTMENTS**

Nothing to report.

**62. CHURCHYARD AND WAR MEMORIAL**

Landscape Group had confirmed they would programme in the additional work in the next few weeks from 22<sup>nd</sup> April.

**63. FINANCE**

**a) Payments for approval** – the payments on the attached schedule had been circulated. Cllr Harvey proposed they be accepted Cllr Bettison seconded, all in favour.

**b) Internal Audit of Accounts for 31<sup>st</sup> March 2014** – Keven Brooks had completed the Internal Audit with no additional comments. Clerk reported the Audit had been sent to the external auditor.

**c) Clerk's salary review** – Clerk left the room whilst a discussion took place. It was decided to increase the Clerk's salary to SCP 21 at a rate of £10.04 per hour with immediate effect, proposed by Cllr Harvey, seconded Cllr Houghton, unanimously agreed.

The issue of the Council's responsibilities to the Clerk was discussed and it was agreed that the Clerk seeks advice from the Norfolk Association of Local Councils.

**d) Donations** – a request from FACT (Fenland Association for Community Transport Ltd) based at March, was discussed and it was agreed to decline this request as it did not cover the Norfolk area of Walsoken.

Cllr Long asked Cllr Agnew to enquire of Tracy Jessop at the County Council regarding the West Norfolk Community Transport scheme which should operate if there is no other scheduled bus service.

A request from Magpas was discussed and it was proposed by Cllr Harvey that a donation of £100 be made, seconded Cllr Snow, unanimously agreed.

**64. SNAP MEETING FEEDBACK**

Cllr Long reported that the adopted priority was to increase Police patrols due to anti-social behaviour in the evenings. The next meeting is 9<sup>th</sup> July at Walpole Community Centre.

**65. CORRESPONDENCE**

The correspondence was available for viewing prior to the meeting.

Clerk advised of a letter from Fenland District Council advising that the Fenland Plan had been adopted.

**66. URGENT BUSINESS**

None

**67. AGENDA ITEMS FOR NEXT MEETING (15<sup>th</sup> July)**

Website; tree and plaque in churchyard; A47 Focus Group.

Next meeting is Tuesday 15<sup>th</sup> July 2014 at 7pm at Walsoken Village Hall.

Meeting closed at 8.10pm

Annette Williams, Clerk

Chair..... Date.....2014