

**Walsoken Parish Council Minutes**  
**Tuesday 20<sup>th</sup> October 2015**  
**held in Walsoken Village Hall at 7pm**

**PRESENT**

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Barry Sisson, Andy Houghton, Allan Landall and Clive Bettinson.

County Cllr Harry Humphrey

Item No.	Detail
100	<b>PUBLIC PARTICIPATION</b> None present.
101	<b>APOLOGIES AND REASONS</b> Cllr Jenny Snow – school appointment, Borough Cllr Brian Long – attending another Parish Council meeting, Cllr Joanne Woolley – working, Borough Cllr Roy Groom – misdirected notification David Goate, a Walsoken resident, had expressed an interest in becoming a councillor but was working in Portugal but stated he would be attending the December meeting.
102	<b>DECLARATIONS OF INTEREST</b> None given.
103	<b>NOTIFICATION OF MATTERS TO BE PUT ON THE AGENDA UNDER 'AOB'</b> Clerk and Cllr Houghton had items under Highways.
104	<b>TO CONFIRM MINUTES OF MEETING HELD 1<sup>st</sup> September 2015</b> The Minutes of the meeting held on 1 <sup>st</sup> September 2015 had been circulated. Cllr Bettinson proposed they be accepted as a true copy, seconded Cllr Landall, unanimously agreed.
105 a)	<b>MATTERS ARISING</b> <b>Public meeting feedback re Broadend Road junction</b> – Cllr Leach thanked Cllr Landall for the use of the church and added that Elizabeth Truss had commented on the beautiful building. Cllr Humphrey had given his Apologies for this meeting. Further discussion took place about the difficulty in not being able to read the flashing signs until almost on top of the junction and traffic is still speeding. Surprise was expressed about the refusal to install an island in the middle because it could be a danger to careless drivers. Suggestions were made for Illuminated bollards at each end of an island, also for the signs to be lit up rather than just reflective. It was noted that the lack of lighting will not be reviewed until the Safety Audit is produced, which the Clerk advised will be in the summer of 2016. Discussion about the proposed housing development took place and Cllr Leach declared an interest as one of the landowners. He explained that there was in excess of 50 acres in total owned by many landowners and his understanding was that the land would have to be developed as one whole site and include a school, doctor's surgery, open spaces and low cost housing. Part of the land is in Cambridgeshire.
105 b)	<b>Parish Council website</b> – it was agreed that the notes from the Public meeting above be placed on the website.
105 c)	<b>Co-option</b> – David Goate will be attending the December meeting.
105 d)	<b>Conversion of street lights to LED</b> – Clerk advised that the Roy Payne from Westcotec had explained that the smart switches had to be pre-programmed before they were fitted so Cllr Leach and Cllr John Woolley instructed that the lights should be installed without smart switches. Clerk advised that work should commence in the next couple of weeks. Cllr Leach, Cllr Woolley and the Clerk had used the existing list of street lights and Cllr Houghton's list to identify lights in the village, and discovered some anomalies. It was decided to look at the numbering again after the light conversion had been completed.

105 e)	<b>Electricity supply to street lights</b> – to be held over pending conversion to LED.
105 f)	<b>Maintenance contract for street lights</b> – to be held over pending conversion to LED.
105 g)	<b>Fly tipping on allotments</b> – Cllr Bettinson had asked Gary Chilvers to clear the allotments but the tenant had not given sufficient time between harvesting and re-setting a new crop for this to take place. Additionally, Clerk reported that Mr Chilvers had said the waste would be very difficult to collect and dispose of as it consisted of plaster board which had become very wet. As the crop is now set, it was decided that there was nothing more that could be done until next year's harvest.
105 h)	<b>Village Hall representative</b> – Cllr John Woolley had volunteered to attend the Village Hall meetings as a representative of the Parish Council. Cllr Leach thanked him for this. He had attended a recent meeting when it was reported that the committee is applying for funding from Robert Hall Trust for up to £8,000 for heating improvements in the hall. A decision was made that there would be no further parties for 12 to 21 year olds in the hall, as there had been recent incidents when the Police had been involved. They also had a problem with the dance floor becoming sticky, the cause is being investigated.
106	<b>THE TRANSPARENCY CODE</b> Clerk explained that the Government had produced the Code to provide taxpayers with a clear picture of the council's activities, spending and governance and will improve the ability of communities to hold local public bodies to account. This means that certain information must be published on a website, including all items of expenditure above £100, end of year Accounts, copy of the Annual Audit and a list of councillors' responsibilities, no later than 1 <sup>st</sup> July in the year immediately following the accounting year. Draft Minutes are to be published not later than one month after the meeting has taken place. Agendas and associated papers must be published not later than 3 clear days before the meeting. It was decided to also display the Agenda on the noticeboard.
107 a)	<b>PLANNING</b> <b>The Planning Report</b> having been circulated, was read out by Clerk and noted. <b>15/01643/O</b> – after discussion it was decided to recommend approval.
108 a)	<b>HIGHWAYS</b> <b>Partnership Plan</b> - Highways addition of pothole repairs to their Partnership Plan was noted.
108 b)	<b>Incident Broadend Road East</b> – an email from Mrs Chilvers was read out advising that her husband's vehicle had slipped off the road into a ditch, having been forced over into the road by overgrown trees, also blaming the very dangerous camber on the highway. Clerk had forwarded this email on to Highways. It was decided that Clerk writes to the occupier of The Lilacs to request that the trees are cut back.
108 c)	<b>Overgrown trees Broadend Road/Biggs Road</b> – after discussion it was decided that Cllr Landall will visit Mr Marshall, the landowner, to ask for the trees to be cut back from the highway and advise the Clerk when this has been done.
108 d)	<b>Pumping station in Burrett Road</b> – Clerk instructed to write to Anglia Water to request that the overgrowth is cut down around the fence.
109	<b>STREET LIGHTING</b> Nothing further to report.
110	<b>ALLOTMENTS</b> Clerk reported that she had written to Mr Clifton requesting the annual rent.
111 a)	<b>CHURCHYARD AND WAR MEMORIAL</b> <b>Quotes for work on trees in the closed churchyard</b> – Clerk advised that she had approached 4 tree surgeons. Chris Hennelly wasn't able to give a quote based on the given report, the Landscape Group quoted £3,600 but had included the 3 trees which the church was dealing with so £300 could be deducted from this making the total £3,300. Bowles Tree and Garden Services had quoted

	<p>£7,150 and Chris Hotson's quote was £3,200.</p> <p>Cllr Woolley proposed to accept Landscape Group's quote as they had carried out maintenance work satisfactorily in the past, seconded Cllr Landall, all in agreement. Clerk to notify everyone except Chris Hotson who will be contacted by Cllr Leach.</p> <p>Cllr Landall advised that tree 30 had been dealt with and the church had received permission to fell trees numbered 43 and 47.</p>
111 b)	<p><b>Grasscutting contract 2016</b> – it was noted that the Landscape Group had lost their contract with Fenland District Council to maintain Fenland's side of the churchyard.</p> <p>It was decided to obtain a quote from Landscape Group and the new contractor, Cllr Bettinson will advise Clerk of the name, for the grasscutting in the closed churchyard.</p> <p>Cll Landall requested that the following items are also included in the specification – i) to include cutting back to the chainmail fencing at the back of the church and ii) provide builders' bags for the green waste. Clerk will draw up the specification and obtain approval from Cllr Landall before requesting a quote.</p>
112 a)	<p><b>FINANCE</b></p> <p><b>Payments for approval</b> – the payments on the attached schedule had been circulated. Cllr Sisson proposed the payments be accepted Cllr Houghton seconded, all in favour.</p>
112 b)	<p><b>External Auditor's Report</b> – The Audit had been signed off by Mazars and Clerk read out their comment that the Internal Audit Report should be completed prior to the Annual Governance Statement.</p>
113 a)	<p><b>CORRESPONDENCE</b></p> <p>The correspondence had been circulated prior to the meeting.</p>
113 b)	<p><b>Fly tipping leaflets</b> – Kings Lynn Borough Council had printed A5 leaflets for distribution in Walsoken. Cllr Leach offered to deliver them in Sparrowgate and Wheatley Bank, Cllr Landall offered to distribute them in the church and Cllr Woolley will laminate some.</p>
114	<p><b>URGENT BUSINESS</b></p> <p>None.</p>
115	<p><b>AGENDA ITEMS FOR NEXT MEETING</b></p> <p><b>Next meeting is on Tuesday 1st December 2015 at 7pm at Walsoken Village Hall.</b></p> <p>Floodlighting of the War Memorial; War Memorial repairs; tree plaque; donations and dates for 2016 meetings.</p>
	<p>Meeting closed at 8.40pm</p> <p>Annette Williams, Clerk</p> <p>Chair..... Date.....2015</p>