

Walsoken Parish Council Minutes
of the meeting held on Tuesday 22nd January 2019
held in Walsoken Village Hall at 7pm

PRESENT

Councillors Fred Leach (Chair), Clive Bettinson, Barry Sisson, John Harwin, Jenny Snow, and Andy Houghton.

Item No.	Details
1	<p><u>Public Participation</u> Borough Cllr Richard Blunt (Walople Ward) and one member of public. Cllr Blunt explained that Walsoken will become one ward in May 2019 known as Walsoken, West Walton and Walpole - covering Walsoken, West Walton, Walpole and Walpole Highway and there will be 2 Borough councillors representing the ward. Both left at 7.15pm.</p>
2	<p><u>Apologies</u> Cllrs John Woolley – holiday, Lisa Wiffen – holiday, Joanna Woolley – ill and Allan Landall – church commitment. County Cllr Sandra Squire – meeting, Borough Cllr Roy Groom – no transport. Belated Apologies received from Borough Cllr Brian Long – meeting and County Cllr Harry Humphrey – meeting.</p>
3	<p><u>Declarations of Interest</u> None.</p>
4	<p><u>Urgent Matters</u> Clerk had received information on the forthcoming elections under Correspondence. Village Hall – Clerk instructed to check the rates advertised on the Council's website.</p>
5	<p><u>Approval of the Minutes</u> The Minutes of the meeting held 4th December 2018 had been circulated and were approved as a true and accurate record, proposed by Cllr Houghton seconded Cllr Sisson, signed by Cllr Leach.</p>
6	<p><u>Matters Arising</u></p> <p>a) Council website Counter statistics – Clerk reported the user statistics as at 21st January 2019 as 23 visitors that day, 23 previous day, 151 the last 7 days, 611 the last 30 days and 10,468 in the last year.</p> <p>b) Parking – Clerk reported that PC Anderton had offered to attend the February Council meeting to discuss this matter further. It was decided to invite him to discuss ongoing concerns.</p> <p>c) Postal addresses – Clerk advised that letters of support had been received from Elizabeth Truss MP and Borough Cllr. Brian Long so she would send these together with a boundary map to the Address Management Unit in Sunderland.</p> <p>d) Worzals planning application – Clerk had circulated the email containing Planning Department's apology for omitting to consult Walsoken Parish Council. Highways comments were read from the Planning Permission together with condition 14 which stated that no work shall commence until a detailed scheme for the off-site highway improvement works have been submitted and approved by the Local Planning Authority. It was decided the Clerk should ask Planning Department to keep Walsoken Parish Council informed of the details of the scheme as per condition 14.</p> <p>e) Highways – Clerk had circulated the email received from Highways England stating that the keep left bollards and the replacement sign will be completed when the programme allows as priority at the moment is winter maintenance.</p> <p>f) Fly tipping – Clerk to report two areas – i) a pile of tyres on the verge midway between Wheatley Bank and Burret Road and ii) a pile of tyres and a public footpath sign on the verge approximately opposite No 51 Burrettgate Road.</p>
7	<p><u>Planning</u></p> <p>a) The Planning Report – the Planning Report had been circulated to councillors, and was noted.</p>

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8	<p><u>Church and War Memorial</u></p> <p>a) Ground Maintenance contract renewal – After discussion it was agreed to accept the quote of £745 + VAT from Idverde Ltd for 2019 ground maintenance. A good relationship with the company has been established and they are willing to provide additional bags.</p> <p>b) Turfing on both sides of church access path – Idverde had quoted £710 + VAT. A discussion took place and concern was expressed that this figure appeared to be high. It was decided that Cllr Leach or Cllr Bettinson or Cllr John Woolley should meet with Andy Griffiths to clarify the work involved.</p>																																																			
9	<p><u>Street Lighting</u></p> <p>Renewal of maintenance contract – after discussion it was agreed to renew the contract with Westcotec Ltd for a further period of three years at the existing rate of £161.50 per annum. It was noted that they have provided a good service in the last three years.</p>																																																			
10	<p><u>Defibrillator in the village</u></p> <p>Cllr Leach advised that following a recent First Aid course he had attended, he had called in to the One Stop shop and asked the manageress if she would be willing to install a defibrillator to the outside of the shop. She had indicated that she thought it was a good idea but would need to ask her Area Manager. Clerk had written a formal request but received no response.</p> <p>Cllr Leach reported that it would need an electricity supply to heat the box and charge the battery. When 999 is dialled the caller will be advised of the nearest defibrillator within half a mile together with the code.</p>																																																			
11	<p><u>Finance</u></p> <p>a) Payments – the schedule below had been circulated.</p> <table border="1"> <thead> <tr> <th>PAYMENTS TO BE MADE</th> <th>DETAILS</th> <th>NET AMOUNT</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>101868 Mrs A Williams</td> <td>Net salary 3rd Dec 2018 to 12th Jan 2019</td> <td>£200.67</td> <td>£0.00</td> <td>£200.67</td> </tr> <tr> <td>101869 Mrs A Williams</td> <td>Expenses to 5th Dec 2018 to 20th Jan 2019</td> <td>£33.00</td> <td>£0.00</td> <td>£33.00</td> </tr> <tr> <td>101870 Inland Revenue</td> <td>Income tax 3rd Dec 2018 to 12th Jan 2019</td> <td>£50.20</td> <td>£0.00</td> <td>£50.20</td> </tr> <tr> <td>101871 Westcotec</td> <td>Maintenance December & January 2019</td> <td>£26.92</td> <td>£5.38</td> <td>£32.30</td> </tr> <tr> <td>101872 Idverde</td> <td>Church grounds maintenance 2018</td> <td>£675.00</td> <td>£135.00</td> <td>£810.00</td> </tr> <tr> <td>Direct Debit Haven Power</td> <td>Supply October 2018</td> <td>£32.90</td> <td>£1.65</td> <td>£34.55</td> </tr> <tr> <td>Direct Debit Haven Power</td> <td>Supply November 2018</td> <td>£31.74</td> <td>£1.59</td> <td>£33.33</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL OF PAYMENTS</td> <td>£1,050.43</td> <td>£143.62</td> <td>£1,194.05</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>RECEIPTS</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>War Memorials Trust</td> <td>Grant for War Memorial</td> <td>£620.00</td> </tr> </tbody> </table> <p>b) Cllr Sisson proposed the payments be accepted, seconded by Cllr Houghton, all in agreement.</p> <p>Budget for 2019/2020 – The figures were noted. A discussion took place about election costs which the Borough Council had advised could be between £150/£200 for an uncontested election or around £1,500 for a contested election which could potentially be shared 50/50 with the Borough Council if there is a contested election for the Borough Councillors.</p> <p>Cllr Sisson proposed that £200 election costs is added to the expenditure with a ringfence of £1,300 from Reserves in case there is a contested election, seconded Cllr Snow, all in agreement.</p> <p>c) Precept for 2019/2020 – after discussion Cllr Hariwn proposed that a 7% increase is made i.e. Precept £10,353, seconded Cllr Sisson, Budget approved by everyone with these inclusions.</p>	PAYMENTS TO BE MADE	DETAILS	NET AMOUNT	VAT	TOTAL	101868 Mrs A Williams	Net salary 3 rd Dec 2018 to 12 th Jan 2019	£200.67	£0.00	£200.67	101869 Mrs A Williams	Expenses to 5 th Dec 2018 to 20 th Jan 2019	£33.00	£0.00	£33.00	101870 Inland Revenue	Income tax 3 rd Dec 2018 to 12 th Jan 2019	£50.20	£0.00	£50.20	101871 Westcotec	Maintenance December & January 2019	£26.92	£5.38	£32.30	101872 Idverde	Church grounds maintenance 2018	£675.00	£135.00	£810.00	Direct Debit Haven Power	Supply October 2018	£32.90	£1.65	£34.55	Direct Debit Haven Power	Supply November 2018	£31.74	£1.59	£33.33	TOTAL OF PAYMENTS		£1,050.43	£143.62	£1,194.05	RECEIPTS	DETAILS	AMOUNT	War Memorials Trust	Grant for War Memorial	£620.00
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12	<p><u>Highways</u></p> <p>a) Monitoring – a suggestion was made to make a list of all items reported to enable tracking. This could eventually be put onto the Council website for members of the public to report items.</p>																																																			
13	<p><u>Allotments</u></p> <p>Clerk reported that Cadent Ltd would be carrying out an overline survey of the gas pipeline which runs under the allotment land. Clerk had advised the tenant.</p>																																																			
14	<p><u>Correspondence</u></p> <p>Clerk advised that the elections would be held on 2nd May 2019. The nomination packs were anticipated to be ready on 25th January and Clerks can print these out for anyone who asks for them.</p>																																																			

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	<p>Candidates can chose not to make their home address public but will need to complete a new “home address” form. Nomination papers must be signed by two electors of the electoral area as proposer and seconder. The forms must be attested by one witness who may be any person. Forms can be delivered by hand by the candidate or collectively by the Clerk. Clerk would claim mileage to and from Kings Lynn.</p> <p>The date of the AGM has been brought forward one week to 14th May 2019 to ensure this falls within fourteen days of the Council coming into office.</p>
15	<p><u>Urgent Business</u> None reported.</p>
16	<p><u>Agenda items for the next meeting</u> None reported. The next meeting is on Tuesday 26th February 2019 at 7pm at Walsoken Village Hall.</p>

.....Chair

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