

**MINUTES OF MEETING OF WALSOKEN PARISH COUNCIL**  
**HELD AT 7 PM ON TUESDAY 26<sup>th</sup> APRIL 2022 AT ALL SAINTS' CHURCH, WALSOKEN**

**In Attendance:** Councillors F Leach (Chairman); John Woolley (Vice Chairman); JO Woolley; John Harwin; Chris Luff  
C Bettinson; B Sisson ; Clerk to the Council C Lilley.

1. **Public Participation:** None Present.
2. **Apologies for Absence:** Apologies were received and accepted from Cllr Houghton (Work), Cllr Landall (Holiday) and County & Borough Cllr Kirk (Away); Cllr C Dawson; Cllr Snow (Illness)
3. **Declarations of Interest:** None declared
4. **Approval of Minutes of Meeting held 1<sup>st</sup> March 2022:** The minutes of the meeting were agreed as a true and accurate record. Proposed by Cllr Sisson, seconded by Cllr Bettinson and unanimously approved. The minutes were signed by the Chairman.
5. **Matters Arising:**
  - a) Incinerator Response Update: Cllr Dawson has been keeping the Council up to date and the Clerk has been sending all emails to the Councillors. As yet, there is still no planning application.
  - b) From 5(b) - The Clerk obtained details of appropriate shelters from Westcotec and pictures and prices were forwarded to the Council. These range from £3300 to £4700 plus VAT but this does not include the work required on the concrete base which is in poor condition. Whatever is done it must be seen through on all sides because of the proximity to the junction. It was agreed it would be preferable to get something that matches the Chapnall Road Shelter. Bikedock, Able Engineering and Westcotec quoted for the shelter recently placed on Chapnall Road and the **Clerk will contact all 3 to quote again. The quote must include the work to the concrete base and visibility is important.** Once quotes are obtained an application for CIL funding will be sought in the next window 1<sup>st</sup> July to 1<sup>st</sup> August if the project is agreed. The CIL payment received from planning will also be utilised.
  - c) From 14(c) - The Clerk contacted the relevant parties regarding the Commemorative plaque and this was presented earlier in the evening at the Annual Assembly
  - d) From 5(d) - The bus shelter opening took place on 26<sup>th</sup> March 2022 and was well attended. The press took photos and photos taken by Cllr Houghton have been added to the website
6. **Planning:** The clerk reported on the planning information which has been circulated and was noted.
7. **Finance:**
  - a) The schedule of payments as attached to the original minutes has been circulated. An insurance quote has been received from BHIB. At Cllr Leach's request the Clerk has raised a few queries and has also updated the details. She therefore recommended that the renewal is not approved at today's meeting pending the response and that this is carried over to the May meeting as the renewal date is 1<sup>st</sup> June and this leaves sufficient time to renew then. The clerk provided two versions of the payment and receipt sheet to the Chairman so that if the insurance is not to be included there is a version available for signature. It was agreed not to pay the insurance premium until we have the full details and approve in May. All remaining payments were approved and this was proposed by Cllr Harwin and seconded by Cllr Jo Woolley .
  - b) The clerk reported that it is going to be necessary to have an external audit which will cost £200 plus VAT because the income is slightly over £25k
  - c) A discussion was held under item 7(a). **The Clerk will wait for BHIB to respond**

PAYMENTS TO BE MADE ONLINE or by CHEQUE	DETAILS	NET AMOUNT	VAT	TOTAL
Mrs C Lilley	Net Salary 28.02.22 – 24.04.22	£524.19	£0.00	£524.19
Mrs C Lilley	Expenses	£133.95	£0.00	£133.95
Mrs C Lilley	Reimbursements	£24.16	£4.83	£28.99
HMRC	Income tax Mrs C Lilley 22 Nov 21 to 15 Jan 22	£130.80	£0.00	£130.80
KLBC	Dog bin emptying 01.03.21-28.02.22	£164.67	£32.93	£197.60
NALC	Annual Subscription 2022/23	£278.01	£0.00	£278.01
Westcotec	Street Light Maintenance March 22	£15.48	£3.10	£18.58
Cllr F Leach	Replacement Litterpick Sticks	£10.82	£2.17	£12.99
Cllr F Leach	Litterpick Binbags	£28.00	£0.00	£28.00
King's Lynn IDB	Agricultural Drainage Rates 01.04.22-31.03.22	£58.47	£0.00	£58.47
Npower	Electricity Supply 01.01.22-31.03.22	£276.72	£13.84	£290.56
Westcotec	Street Light Maintenance April 2022	£15.48	£3.10	£18.58
Norfolk CC	Allotment 11.10.21-05.04.22	£780.00	£0.00	£780.00
<b>TOTAL OF PAYMENTS</b>		<b>£2,440.75</b>	<b>£59.97</b>	<b>£2,500.72</b>

RECEIPTS	DETAILS	AMOUNT
KLBC	Precept	£11,756.00
		<b>£11,756.00</b>

Bank Balances (Incl above)	Amount
Current A/C brought fwd	£3,913.76
Current A/C Bal to carry fwd	£13,169.04
Savings Account	£23,056.49
<b>TOTAL</b>	<b>£36,225.53</b>
<b>Bank Reconciliation</b>	
Balance forward	£26,970.25
Add receipts	£11,756.00
Sub total	£38,726.25
Less payments	£2,500.72
<b>TOTAL</b>	<b>£36,225.53</b>

## 8. Highway Matters:

The clerk reported on current outstanding highways matters as contained in the report as circulated and this was noted.

a) Work on the passing spaces commenced at the beginning of March 2022 (during the road closure) and has now been completed. Cllr Kirk contacted the Chairman and clerk during the work to advise that the spaces had had to be dug down deeper for the base and that this had increased the cost. Cllr Kirk has met this cost of around £1200 from his members funds and the Chairman formally thanked Councillor Kirk for his assistance although expressed disappointment that it had taken a year from the Council making payment to the spaces being done and that the County Council then increased the cost without warning.

b) Discussion on SAM2 sign: Following discussion it was agreed to postpone decision on that until later in the year with a view to applying for CIL funding in early 2023. Cllr Luff indicated that he might be willing to move it and charge it but not on his own on a permanent basis. Cllr Leach queried whether SAM2 is the only option although Westcotec said that is the only officially approved one by Norfolk CC. It is believed that many different types have been seen around Norfolk. The item will stay on the agenda for next month.

## 9. Street Lighting:

a) The clerk confirmed that the new contract has been received and signed on behalf of both Westcotec and the Council

## 10. Allotments and Rent Review: Nothing to report

11. **Website** Cllr Houghton recommended that we consider updating the website as it is quite outdated now. As Cllr Houghton was unable to attend today it was felt better to move this item to the next meeting so that he can give input.

## 12. Churchyard Matters:

a) Cllr Landall provided photos and the Clerk wrote to Simon Bell of FDC and he responded that he had asked and no one had accessed the churchyard and stated that the damage was not new. This is not the case and a further email was sent giving a more detailed description and asking him to re-visit the matter. Simon Bell has yet to respond to this further email and a chasing email has been sent.

b) Plant a Tree for the Jubilee - Cllr Landall had been asked to consider where a tree could be planted in the churchyard. Cllr Landall was unable to attend the meeting so this will be considered in May.

13. **Correspondence:** The Clerk has received emails from Mr Attersall regarding the outline planning application in relation to the land north of Topeka. These were read to the Council but Cllr Kirk has responded suggesting Land Registry re boundary, Planning Dept and perhaps Police re the intimidation. Cllr Jo Woolley asked if an email had been received from Franc Render regarding smoke problems on Easter Sunday. The Clerk confirmed that she has not heard anything.

**14. Any Other Matters including urgent matters arising:**

- a) Village Hall update – Cllr John Woolley gave an update on the Village Hall and advised that the AGM set for 30<sup>th</sup> March 2022 was cancelled without explanation and has been rescheduled to 4<sup>th</sup> May. Cllr John Woolley will be on holiday when it takes place so cannot attend.
- b) Sleights Drive Basketball Area – Cllr Leach feels that the land should be levelled out as it is not really usable. He thinks that an electric company have put a track down to the power station and have moved that earth onto the basketball area to lay the track and then left it causing it to be uneven. The ground is not owned by the Parish Council and is Borough Council ground. Action Point: Cllr Leach will contact Cllr Dawson regarding this as he thinks this is something they should cover.

**15. Agenda Items for Next Meeting:**

Cllr Leach thanked everyone for attending and the meeting closed at 8.20pm.

The next meeting will be on the AGM on Tuesday 24<sup>th</sup> May 2022 at 7pm at All Saints' Church, Walsoken.

Signed.....(Chairman) Dated.....2022