

MINUTES OF AGM OF WALSOKEN PARISH COUNCIL
HELD AT 7 PM ON TUESDAY 24th MAY 2022 AT ALL SAINTS' CHURCH, WALSOKEN

In Attendance: Councillors F Leach (Chairman); John Woolley (Vice Chairman); Jo Woolley; Chris Luff
C Bettinson; A Landall; J Snow; Borough Cllr J Kirk; Clerk to the Council, C Lilley.

- 1. Nomination and appointment of Chairman and Vice Chairman:** Cllr Kirk took the meeting and thanked Cllr Leach for his work as Chairman of the Parish Council for the last year. Cllr Snow nominated Cllr Leach to continue as Chairman and this was seconded by Cllr Luff. There were no other nominations. Cllr Leach was duly elected unanimously as chairman for the next year. Cllr Leach then continued to chair the meeting and nominated Cllr John Woolley as Vice Chairman having first thanked him for his work throughout the previous year. Cllr John Woolley confirmed his willingness to stand again. There were no other nominations. The nomination was seconded by Cllr Snow and Cllr John Woolley was unanimously elected as Vice Chairman for the next 12 months.
- 2. Nomination and appointment of i) Planning Committee; ii) Representative for NALC; iii) Representative for Walsoken Village Hall:** i) The Council agreed to continue to send all planning applications to every Councillor for consideration and that all would give input on the applications and that a separate planning committee would not be in place for the next 12 months. All Councillors can respond. 4 Responses are required to be quorate. ii) NALC: Cllr Leach is happy to be the point of contact for NALC and the representative for the Council; iii) Cllr John Woolley will continue as representative for the Council at Walsoken Village Hall.
- 3. Public Participation:** None present
- 4. Apologies for Absence:** Apologies were received and accepted from Cllr Houghton (Work), Cllr Sisson (Holiday); Cllr C Dawson (other commitment); Cllr Harwin (Away)
- 5. Declarations of Interest:** None declared
- 6. Approval of Minutes of Meeting held 26th April 2022 and approval of Minutes of Annual Assembly held on 26th April 2022:** The minutes of both meetings 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.
- 7. 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. The most recent update was forwarded via email on 16th May 2022 which included a letter from the Planning Inspectorate stating that it is anticipated that this application is likely to be submitted to the Planning Inspectorate on 7th June 2022. The letter includes details of the process for requesting representations.
 - b) From 5(b) - The Clerk has contacted Bikedock, Able Engineering and Westcotec to obtain quotes regarding the proposed bus shelter and as requested asked them to include in their quote the cost of the concrete base work required. Bikedock has provided a quote for a shelter alone and states that it is more cost effective to get the base work done by another contractor. It is considered that the Council would want all the work done by the same company so that in the event of a problem there wouldn't be the opportunity to dispute liability for remedial work. Westcotec has responded and the install team have visited the site. He feels that the best option with the concrete base is to completely replace it as at Chapnall Road and has therefore stated that the cost would be identical - £8,400 plus VAT – on the basis that the cost of the actual shelter hasn't increased. Able Engineering attended a site visit with Cllrs Leach & John Woolley and recommended that the shelter be located slightly to the side of the existing concrete base (just to the north) which is a grass area so easy to put a base down. Concerns were raised regarding the condition of the pavement and the slope which would have to be negotiated to board the bus. Able Engineering would not wish to get involved in the pavement repairs as there are water pipes and potentially water pipes to properties. Ian Foreman of Able Engineering recommended contacting NCC to ask them to carry out remedial work to the pavement and make the slope more shallow and emailed contact details later for the relevant person within Highways (Sally Bettinson). He said that they may also then cover the cost of the concrete base thereby reducing the expense to WPC. Cllr Leach showed photos of the issues which he forwarded to the Councillors. Ian Foreman recommended a shelter with a full end on one end and 1/3 end at the other and the shelter would be walked

is essential that these are being displayed before the paperwork is submitted to PKF Littlejohn. The completed accounts were approved by the Council and the AGAR was signed by the Chairman and Clerk/Responsible Financial Officer as required with the Minute number 9(b) noted. The clerk will make the accounts available for public to view from Friday 1st July 2022 for 30 days therefore ending Thursday 11th August 2022 in accordance with legal requirements. The period must include the first 10 working days in July which in 2022 is 1st-14th July 2022.

c) To consider BHIB renewal – This was dealt with under item 9(a) The Clerk confirmed that there is no requirement to add the bus shelter specifically as the renewal letter states that “there are set limits for property cover and there is no need to contact them an pay extra premiums every time there is a change to the asset register.” The statement of fact has been updated to show all the new contact details for the current clerk.

d) The CIL Annual Return was discussed showing the receipt of £2454.89 with no spending as yet. The Chairman signed the report so that this can be returned ahead of the 30th June deadline.

e) The clerk advised that the Asset Register needs to be updated to show the value of the bus shelter on Chapnall Road as this should not be a nominal value. The value is now shown as £8,400.00. Acceptance of the updated asset register was proposed Cllr Snow Jenny and seconded by Cllr Bettinson and unanimously agreed.

10. Highway Matters:

The clerk reported on current outstanding highways matters as contained in the report as circulated and this was noted. There have been no changes to this document since the last meeting. Cllr Jo Woolled reported that there are overhanging trees outside flats adjacent to 26 and 24 Burrett Rd as you come out of Chapnall Rd and she queried who is responsible for them. It is believe the may be owned by Freebridge. **Action Point: Cllr Leach will have a look at them.**

a) Discussion on SAM2 sign: The clerk was asked to leave this item on the agenda from last month to continue the discussion. It has been proposed that the only way to make it a reasonable in terms of moving it and charging it etc was to create a rota where each Councillor or pair of Councillors was responsible for 6 weeks at a time. It was agreed that the Council is not going to make a decision imminently and leave on the agenda to consider at the end of the year.

b) Cllr J Woolley would like to enquire about the bus stop being re-instated at S Bend. Location is bus stop westbound (Wisbech bound) on the B198 S Bend Walsoken. It is believed it is run by First Bus and is the service from Peterborough to Norwich. NCC highways will also need to be contacted. The bus stop has been removed completely. Would also need to contact Highways. Bus stop has been removed. Cllr Kirk is in favour as Borough and County Councillor especially with the Wisbech Community Farm at the opposite side of the road expanding. Action Point: Clerk to contact First Bus and Highways.

11. Street Lighting & Allotments: Nothing to report

12. Website Cllr Houghton recommended that we consider updating the website as it is quite outdated now. Cllrs were asked to consider the website ahead of the meeting and the Clerk also sent links for some examples of similar Parish Council sites. She has also checked what is required on the website legally. The Clerk feels that the website should really just contain current news and the information that is legally required as currently it is very busy looking with too many different pages. It could be re-designed but that isn't really essential and would cost money. The clerk would like to remove a number of pages from the site as they are old and/or irrelevant and also consolidate some of the other pages so that it is easier to navigate and information is more contained. It was agreed that rather than a full re-design at this point the Clerk will update and tidy the website ensuring all the legally required information is there.

13. Churchyard Matters:

a) FDC will not be taking any action regarding the gate and continue to dispute that it was their contractor who caused it. This can be taken no further with FDC. Currently the gate is working ok and Cllr leach advised that there are a number of issues with it not related to the damage and it could be a bigger job than just the gate itself. Cllr Landall reported that the small gate is fine now. Cllr Leach has made some adjustments and that sorted it, but the large gate is still a problem and is very stiff. It is accepted that it wasn't brilliant before but is now much worse. The Councillors discussed if it can be wedged but it is problematic. **Action Point: Cllr Leach will look at it again with Cllr Landall and see if it can be improved.**

b) Plant a Tree for the Jubilee - Cllr Landall has had a look around the churchyard for a potential location for a tree. 4 saplings were planted over recent years and 2 of these have been damaged and died as a result of strimming by ldverde before protective covers were added. In one location there was an Oak and a Copper

Beech planted and the Copper Beech is fine but the Oak has died. Cllr Landall suggests taking out dead Oak and replacing it with an evergreen oak rather than find a new location as he does not feel that the churchyard would benefit from any more trees. The Council agreed this and the Clerk will contact Rachel's Plants and obtain a price for a 2m Holly Oak (Evergreen) It is not believed that this is the ideal time to plant the tree out and that it should be planted in the Autumn or pot grown and up to us when we plant it The Clerk will check with Cllr Dawson and see if he will still be offering the contribution if we plant it later in the year.

c) Church Wall – Cllr Landall reported that the neighbouring property to the church wall where the damage is that was quoted for last year is having the drive re-tarmacked and that the company doing it believe their machinery may cause damage to the wall. Discussion followed about the boundary and whose wall it is. Cllr Landall can contact DAC to see if they have any information on the boundary as it is felt that it may not fall to the Parish Council or the Council can contact the land registry to determine where the church boundary is. Cllr Leach wondered if it could be replaced with something other than a wall but this would need to be submitted to DAC. Clerk to write Mrs South in the meantime and explain that the draft budget to March 2023 does not include an allowance for this and that without any additional funding which has to be assumed to be the case the Council already has an overspend. If no additional funding is received the Council is likely to end the year with £9k in the bank and cannot go into overdraft. Therefore repairs cannot be dealt with within this financial year. Although this is no assistance to the resident the Council will continue to monitor and look at it. She can be reassured that two contractors have looked both have said damage is cosmetic not structural although it may be unsightly and it isn't on public footpath. **Action Point: Cllr Leach to look at Land Registry to establish the boundary; Cllr Landall to contact DAC and see if they have any information.**

14. Correspondence: The clerk has received a number of emails from GoCompare asking the Council to include a link to their page on flood risk on the Council website and reported that this link does lead to an invitation to get them to quote. She has already responded and said that the Council does not endorse companies or advertise on their website but that she would put it to the Council at this meeting and that if they heard nothing further they could assume that was the Council's final response.

b) Email from NARS asking for donation. We donated £100 in 2019. Cllr Landall proposed £100 and Cllr Snow seconded. Clerk will add it to payments and receipts and it will get approved next meeting. Clerk will respond and find out how to pay ahead of next meeting.

c) A number of emails have been received on the day of the meeting from A Reeve regarding anti social behaviour at the village hall. The Clerk has already responded and explained that the Parish Council has no jurisdiction for the Village Hall as it is located in Cambridgeshire and she referred the resident to Wisbech Town Council who also said it was not their responsibility. Councillors confirmed it is owned and managed by a Trust and trustees and run by a Committee. The owners are General Charitable Purposes who provide buildings facilities and open space within Cambridgeshire. The clerk will respond to the resident and confirm the above and advice that he contact FDC environmental health noise and nuisance department if problems continue and also contact the Committee for the hall. There is a new sign at the village hall with all the contact details for the Committee. Cllr John Woolley will also bring the matter up at the next meeting.

15. 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 postponed AGM has taken place but that he was unable to attend due to holiday. Cllr Woolley is aware that there have been a few problems at the hall. He will bring up the antisocial behaviour at the next meeting.

b) The Clerk has forwarded a Notice from Norfolk County Council re the making of an Order under S53 of the Wildlife and Countryside Act 1981. Cllr Dawson said Cllr Kirk should be able to give in depth insight into this and Cllr Dawson agrees with his position. Cllr Kirk reported that it doesn't really relate to WPC as our section of it is not covered by this order and does not effect us.

c) The church is holding bbq for the Jubilee on Sat 4th June @ 1.30pm. £7.50 tickets. Church website details how to obtain tickets as there are a limited number available.

16. Agenda Items for Next Meeting: None requested

Cllr Leach thanked everyone for attending and the meeting closed at 8.45pm .

The next meeting will be on Tuesday 5th July 2022 at 7pm at All Saints' Church, Walsoken.

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