

# Tilney St Lawrence Parish Council

Serving the villages of Tilney St Lawrence, Tilney cum Islington and Tilney Fen End

Minutes of the Tilney St Lawrence Parish Council meeting held at on Monday 11<sup>th</sup> May 2015 in the Village Hall, Tilney St Lawrence at 7.30pm.

In attendance: Councillor D. Jones (in the Chair), Councillor D. Calton, Councillor P. Cullen, Councillor J. Day, Councillor E. Jones, Councillor J. McManus, Councillor C. Mills, Councillor T. Sapey, Councillor R. Savage and Councillor G. Place.

Clerk: Mr. R. Smith  
Public: Mr. A. Rose

## 15/018 Apologies and reasons for absence.

Apologies for absence were received from Councillor B. Ayres who was recuperating from an operation; Councillor C. Ayres who was looking after her husband; and Councillor Hearn who had unavoidable work commitments.

## 15/019 Declarations of interest for items on the agenda.

There were none made.

## 15/020 Minutes of the Previous Meeting.

The minutes of the previous Council meeting held on 13<sup>th</sup> April were agreed and signed by the Chair as an accurate record of the meeting.

The meeting was adjourned at 7:40pm to allow a member of the public to speak.

- Mr. Rose stated that he was proposing to submit a planning application and wished to bring it to the attention of the Parish Council as a matter of courtesy.
- Councillor Jones thanked Mr Rose for his consideration and stated that the Council would consider its response once the application had been submitted.

The meeting was resumed at 7:45pm.

## 15/021 Matters Arising/Clerk Report

- I. **New Bin** – Councillors noted that the new litter bin was delivered by Broxap on 7th May 2015, 38 days late.
  - Siting and installation to be arranged.
  - Collection arrangements to be organised.
- II. **Parish Clerk Email Address.** Councillors **APPROVED** the cost of £28.64 p.a. for a dedicated email address for the clerk.
- III. **Street Lighting Contract.**
  - Councillors noted that the Terrington St. John Parish Clerk had been contacted and would raise the issue of consolidating lighting contracts at their next Parish Council meeting, being held on 12/05/15.
  - After noting the quotes received to renew the Street Lighting contract which would expire 31st May 2015. Councillors **RESOLVED** that subject to the Clerk agreeing final details; the contract would be awarded to Eon Energy.
- IV. **Conversion of Street Lights to LED** – Councillors noted that a quote

Cllr D.  
Jones  
Clerk

Clerk

Clerk

Clerk

Chairman's signature.....

had been received for the conversion of the street lights to LED. Given the high cost of conversion quoted compared to the potential savings, it was **RESOLVED** not to proceed with any conversion at this time.

**V. Tilney St Lawrence Bus Shelter –**

- It was noted that the current delivery time for the new bus shelter would be approximately ten weeks from time of order with the removal of existing shelter taking place the week before that.
- It was noted that prior to proceeding, the contractors needed to provide more detailed information regarding the project to Norfolk County Council for approval.

Clerk

**VI. Tilney cum Islington Trod –** It was noted that highways now estimate work likely to commence in July 2015. They had previously indicated the end of May 2015.

**VII. Grounds Maintenance Contract -** Councillors noted that a number of interested parties had expressed concern about areas of grass cutting that had apparently been missed by the new contractors. A site meeting had been arranged with the contractors for the 10am Friday 15th May 2015.

Cllr  
Jones/  
Clerk

**VIII. Illegal Encampment, A47 Stub Road –** Councillors noted that the Clerk had attended a stakeholder meeting at the Borough Council offices to discuss this matter. Since that meeting it had been reported that the matter was being dealt with by Norfolk County Council (NCC). NCC had given a temporary extension for occupation of the site with a view to rehousing the occupant to an authorised site in Norfolk.

**IX. Insurance –** It was noted that the Parish Council was under a 3 year agreement expiring 31<sup>st</sup> May 2016. This year's annual renewal was set at a premium £835.97 including IPT. This was a 3% increase on the previous year, being index linked.

**15/022 Police Matters**

**I. Crime Statistics -** Councillor D. Jones reported that there had been only one reported crime, where two fence panels had been stolen from Westfields.

**15/023 Reports**

**I. Chairman's Correspondence including BCKLWN issues**

Nothing to report

**II. Footway Lighting Report –** No outages were reported.

**III. Footpath and Tree Report**

- It was reported that visibility splays out of Mill Lane were obstructed from a private hedge protruding over the footpath. Councillors **RESOLVED** that a letter should be sent to the owner to get the hedge cut.
- It was reported that the tarmac on the footpath just past the Post Office had collapsed. Councillors **RESOLVED** that the matter be reported to Norfolk County Council.

Clerk

**IV. Village Hall Report –** Councillor Mills reported:

- The Village Hall had organised a Table Tennis session for anybody to attend on Fridays between 4:30pm and 5:30pm.
- There had been a problem with an oil leak from the pipe that feeds the William Day Centre, which had been fixed.
- Funds were being sought to resurface the car park.
- The old porta-cabin was to be removed

Clerk

**V. Highway Matters**

- It was reported that following very heavy rainfall, drains had overflowed from School Road into St. John's Road. It was **RESOLVED** that the matter be reported to highways.
- It was reported that several apparently abandoned cars were causing an obstruction on Old Church Road by the old brick yard. It was **RESOLVED** that registration numbers be taken and the matter reported to the police.
- It was reported that hemlock/cow parsley was dangerously obscuring the visibility splays at the junction of Spice Chase with Magdalene Road. Councillors **RESOLVED** for the matter to be reported to highways.

Clerk  
Cllrs  
Mills/D  
Jones

**VI. Church Report – Councillor Place reported:**

- Initial discussions with contractors indicated that repairs to the South Transept would take at least six months to complete.
- The new contractor for the maintenance of the burial ground had led to a significant improvement in its appearance.
- Three days of inviting villagers to the church had gone well.
- The heater above the pulpit was to be reinstalled and switches for the chandeliers that were identified as safety issues would be replaced.

Clerk

**15/024 Finance**

**I. Payments**

- Councillors **DEFERRED** approval for the payment to Fraser Dawbarns for the purchase of the Antioch land plot, see item 15/027.
- Councillors **APPROVED** other payments for April, as listed below:

Name	Description	Net	VAT	Total
Eon	Street Light Electricity April	£ 143.65	£ 28.73	£ 172.38
K&M	Streetlight maint inv. 1944	£ 107.36	£ 21.47	£ 128.83
TSL Church	Grant	£ 800.00	£ -	£ 800.00
Broxap Ltd	Litterbin	£ 341.00	£ 68.20	£ 409.20
Came and Co	Insurance	£ 788.65	£ 47.32	£ 835.97
Norfolk County Council	Tilney cum Islington Trod	£ 6,458.33	£ 1,291.67	£ 7,750.00
Clerk	Salary	£ 382.20	£ -	£ 382.20
Clerk	Expenses	£ 66.26	£ -	£ 66.26
<b>Total</b>		<b>£ 9,087.45</b>	<b>£ 1,457.39</b>	<b>£ 10,544.84</b>

**II. Bank Balances/ Income –** It was noted that the bank balances were:  
Business Instant Access £11,806.51 as at 09/04/15.

Treasurer's Account £36,688.90 as at 28/04/15.

**III. Accounts 2014/15**

It was agreed to defer consideration of last year's accounts to the next meeting.

Clerk

**15/025 Planning**

**I. Applications**

15/00530/RM – Reserved Matters Application for proposed dwelling at Melmont Chapel Road, Tilney Fen End, Tilney St Lawrence. Councillors **RESOLVED** to make no comment.

**15/026 The History Group**

- It was reported that the secretary for the group was leaving the village. Councillor Cullen asked if some assistance might be available

to put the history of the village on the Village Hall Website. It was suggested that Mr. Keith Bodimeade was contacted to see if he could help with this matter.

Cllr  
Cullen

15/027

**The Antioch Plot**

- Councillor D. Jones expressed concern that full costs of turning the plot into allotments had not been determined. Items that needed to be considered included: ground clearance, soil testing and preparation, fencing and gating, insurance, car parking, ongoing administration, maintenance of right of way, provision of water.
- Councillors **RESOLVED** to defer the decision on the purchase of the plot until the next meeting.
- It was **RESOLVED** to undertake the following work:
  - Grass around the boundary of the plot to be cut to facilitate site inspection.
  - Requirement of insurers for site security and safety to be determined.
  - Councillors to visit the site.
  - Cost of supplying water to the site to be determined.
  - Solicitors to be informed of the deferment decision.

Cllr  
Savage

Clerk  
All Cllrs  
Clerk  
Clerk

15/028

**General Correspondence**

- I. **Election of Members of Norfolk Association of Local Councils Executive Committee** - Councillors noted the invitation for a representative from the Parish Council to stand for election on The Executive Committee.
- II. **Return of Election Expenses**
  - Councillors noted the need to make a return of election expenses even if this was a nil return and that failure to send in a return constituted an illegal practice. It was noted that these needed to be delivered to the Clerk no later than Thursday 4<sup>th</sup> June 2015.
  - To assist in completing the return, Councillors requested that the number of electors in the Parish should be emailed to them before the next meeting.
- III. **Clothes Collection Bin for Tilney Primary School** – The school had requested help in determining whether it could put a metal clothes collection bin outside of the school gates. Councillors agreed that they could not assist in placing a bin on land that was not under their jurisdiction.

Clerk

15/029

**Norfolk County Council Issues**

Nothing to report.

15/030

**Items for the next agenda**

- I. Antioch Plot

15/031

**Date of Next Meeting**

1<sup>st</sup> June 2015.