

The Tilney St. Lawrence Parish Council

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

Minutes of The Parish Council meeting held on Monday 4th April 2016 in the Village Hall,
Tilney St Lawrence at 7.30pm.

Councillors in attendance: B. Ayres (Chair), C. Ayres, D. Calton, P. Cullen, J. Day, E. Hearn, D. Jones (Vice-Chair), E. Jones, J. McManus, C. Mills, G. Place, A Sapey.

Clerk: Robert Smith

Public: None Present

Action by:

16/057 Apologies and reasons for absence

There were no apologies for absence received.

16/058 Declarations of interest in items on the agenda.

There were no declarations of interest.

16/059 Minutes of the previous meeting.

The minutes of the previous Council meeting held on 7th March 2016 were **AGREED** by Councillors and signed by the Chairman as an accurate record.

As there were no members of the public present the meeting was not adjourned.

16/060 Matters arising/Clerk's report

.01 Casual vacancy.

No applications had been received.

.02 Tilney St Lawrence bus shelters

i Quotes for bus stop signs and timetable holders had been chased.

ii Still awaiting new time tables from Norfolk Green.

Clerk
Clerk

.03 Ground maintenance tenders

Contractors had been notified of the result of tenders.

.04 CiLCA training

Training ends 20/03/16. Registration now required for module submissions.

Clerk

.05 Dog bin

This had been chased up. Unfortunately, due to reported email problems at BCKLWN this was not received and had to be resent. Purchase of bin to await receipt of the licence.

Clerk

.06 Clean-up team

Tyres on Church Road reported to the BCKLWN clean-up team.

.07 Community safety & neighbourhood nuisance team (CSNN)

Abandoned house on Church Road by footpath, reported to CSNN.

.08 Environment Agency

i Contamination reported to dyke at 71 High Road, TCI Ref 1421598.

ii Possible contamination reported to dyke at 88 Church Road, TSL Ref 1421600.

.09 Street lighting

i Reported to Eon lamp post no. 36 on Church Road, where cambering is falling away towards the lamp post. Report/quote awaited.

ii Previously Eon reported that the following columns were leaning and needed returning to vertical, at a cost of £346.62+VAT (+ footway

Clerk

Chairman's signature:

	reinstatement costs): S/L 3 & 5 School Road; S/L 15 St Johns Road; S/L 34 & 39 Church Road and; S/L 57 High Road.	
	iii Quote to be updated and tabled for a decision at the next meeting.	Clerk
.10	Electricity for street lights It was AGREED the Clerk should put the electricity supply out to tender.	Clerk
.11	Planning applications Comments on eight planning applications were forwarded to planners at BCKLWN, as detailed in the last minutes.	
.12	Police Matters i Cllr D. Jones reported one incident; a stolen energiser from Church Road. ii The police had reported anti-social behaviour was at minimal level.	
16/061	Reports	
.01	Chairman's Correspondence i Following further letter received regarding Westfields, inspections by the Chairman had found no particular issues relating to overgrown hedges. Resident to be written to with offer of joint inspection to agree issues. ii It was AGREED that the Chairman should undertake an inset briefing on councillor standards and confidentiality at the next meeting.	Clerk Chairman
.02	Footway Lighting Report - Councillor Cullen reported: Possible day burner next to bus shelter by Westfields. Condition to be checked and reported to the Clerk.	P Cullen
.03	Footpath and Tree Report It was AGREED to send letter of thanks to owners of 149 High Road, TCI for cutting back their hedge from the footpath.	Clerk
.04	Village hall report i Councillors Cullen read out his report, which other Councillors noted. ii The Clerk is to check with the village hall booking clerk that the village hall is available for the next council meeting to be held on 9 th May 2016.	Clerk
.05	Highway matters i Potholes on Spice Chase had been reported ref 542686 ii Highways had notified the Clerk that completion of the TCI trod was late and awaited a new works order. Council expressed the strong opinion that the remaining trod should be of the same specification as before. iii Highways had requested the Council's view on the necessity of repairing the finger posts. Council AGREED that that it was of the view that all finger posts should be fully reinstated. iv Overgrown footway opposite pumping station High Road, Tilney cum Islington reported ref: ENQ900002428. v 30mph sign on right of road approaching TCI from the north obscured by vegetation. To be reported to highways. vi Bags of rubbish and a tyre on the verge of New Road, between White House Farm and the conifers on the LHS of road in the direction of TSJ to be reported to the BC Clean up team.	Clerk Clerk Clerk
.06	Church report Nothing to report.	
16/062	Finance	
.01	The following bank balances were noted:	

Chairman's signature:

- i Business Instant Access, balance as at 31/03/16 - £11,811.95
- ii Treasurers Account, balance as at 31/03//16 - £7,531.12

.02 Payments

- i Councillors **APPROVED** payments up to 4th April 2016 as listed below:

Invoice No.	Name	Description	Net	VAT	Total
H12A70693A	Eon	Street Light Electricity (01/02-29/02/16)	£ 178.70	£ 35.74	£ 214.44
21/03/2016	TSL Church	Church Burial Ground Maintenance 2016	£ 800.00	£ -	£ 800.00
	M&M Cleaning	2 x Bus Stops TSL	£ 40.00	£ -	£ 40.00
23/03/2016	Chairman	Expenses - Projector	£ 47.95	£ -	£ 47.95
	Clerk	Office	£ 250.00	£ -	£ 250.00
	Clerk	Expenses	£ 47.70	£ -	£ 47.70
	Clerk	Salary - March	£ 382.20	£ -	£ 382.20
	Total		£ 1,746.55	£ 35.74	£ 1,782.29

- ii Councillors also **APPROVED** the payment for the sum of £265.24 for subscription to the Norfolk Association of Local Councils.

.03 Accounts for the year ending 31st March 2016

The Clerk circulated a review of income and expenditure for y/e 31/03/16, which councillors would consider for approval at the next meeting.

16/063 Planning

.01 Applications

- i 16/00508/O Mrs S Fuller 554093 311433 Outline Application: Proposed residential development. The Paddock, Chapel Road, Tilney Fen End. PE14 8JL. Councillors **AGREED** to **SUPPORT** the application.
- ii 16/00573/O Mr G Turner, 55148 313093 Outline Application: construction of dwelling, Land Adjacent 28 Spice Chase, PE34 4RD. Councillors **AGREED** to make the **OBSERVATION** about the number and size of applications on Spice Chase and that if all were granted that there would be a cumulative and unsustainable effect on Highways' issues, including traffic generation, vehicular access and highway safety, particularly given that Spice Chase was single track carriageway.
- iii 16/00492/CU Mr And Mrs Paul Downham 553945 311573 Change of use of land from HGV transport yard to a mixed use of HGV transport yard and the operation of a carpentry business D E Downham Haulage Ltd Eastfield Barn Chapel Road Tilney Fen End PE14 8JL. Councillors **AGREED** to **SUPPORT** the application.
- iv 16/00365/F Mr T Petts 554654 315013 Replacement Barns The Hollies New Road PE34 4QF. Reported to councillors 21/03/16. Deadline for comments 31/03/16. Councillors **AGREED** to **SUPPORT** the application.

Clerk

Clerk

Clerk

Clerk

.02 Decisions

- i 15/01546/O Land Adj Eastfield Barn Chapel Road Tilney Fen End Tilney St Lawrence Norfolk PE14 8JL - outline application with some matters reserved: Proposed new dwellings Application Permitted 30 March 2016 Delegated Decision

16/064 General Correspondence

A consultation from NALC seeking to facilitate a broadband service obligation of no less than 10Mbps was passed to Cllr D Jones for consideration of any appropriate action.

D Jones

16/065 Borough council Issues

.01 Site allocations & development management policies (SADMP)

Chairman's signature:

It was considered that no response was required regarding a consultation on changes to the SADMP document.

.02 Planning e-consultation requirements

- i The Chairman reported that consultations on planning applications were to be carried out electronically from 01/06/16. From then on, the Parish Council would have to pay for any paper copies. Charges per paper copy would range from 7p for A4 to £12 for A0. From 01/01/17, there would be no facility to receive paper copies from the borough council.
- ii In order to assist in assessing applications electronically the Chairman had purchased a 2nd hand projector. There was also the likelihood that a laptop would need to be purchased, along with a method for accessing the internet at the village hall.
- iii A trial would take place both before and at the next council meeting, whereby the Clerk would download documents into a file ready for a presentation via the projector, using Cllr C Ayres' personal laptop.
- iv Cllr Hearn made an offer of the loan of a projector screen, which was gratefully accepted by council.

Clerk
E Hearn

16/066 Norfolk county council issues

The Chairman reported the possibility of him standing as a NCC councillor at the next election.

16/067 Village speed survey

As the full results of the survey had yet to be received, this was to be put on next meeting's agenda.

D Jones

16/068 Litter picking

- i Cllr McManus had been undertaking litter picking in the village and was keen to initiate a litter picking team and would be happy to co-ordinate any scheme.
- ii Advert to be drawn up for inclusion on the notice boards, website and the 'Village News'.

J McManus

16/069 Neighbourhood plan

To be kept on the agenda for future consideration.

16/070 Items for the next agenda

- i Briefing on standards and confidentiality
- ii To approve the cost of correcting street light columns.
- iii To approve the appointment of an internal auditor.
- iv To consider tenders for the electricity contract.
- v To consider tenders for Insurance renewal
- vi To consider the results of the village speed survey
- vii To consider whether to undertake a neighbourhood plan

16/071 Confidential Matters

As there it was considered that there were no confidential matters to discuss Councillors decided not to move into closed session.

16/072 Date of Next Meeting

7:30pm Monday 9th May 2016.

There being no other business the Chairman closed the meeting at 9:15pm.

Chairman's signature: