

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 9th May 2016 in the Village Hall,
Tilney St Lawrence at 7.30pm.

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

Clerk: R.Smith

Public: None Present

Action by:

16/073 Apologies and reasons for absence

There were no apologies for absence.

16/074 Declarations of interest in items on the agenda.

There were no declarations of interest.

16/075 Minutes of the previous meeting.

The minutes of the previous Council meeting held on 4th April 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.

16/076 Matters arising/Clerk's report

.01 Casual Vacancy.

No applications had been received.

.02 CiLCA Training

Registration now required to allow module submissions.

.03 Dog bin

i Licence approved for location by the Church.

ii Bin purchase to proceed.

.04 Highways Matters

i Pothole in Westfields reported ref: ENQ900009033

ii Andy Wallace has been emailed that all finger signs need to be replaced.

iii Following an on-site meeting with Andy Wallace, Cllr Calton and Cllr D Jones TCI Trod will be finished as current specification

iv Overgrown Hedge obscuring 30mph sign going into TCI reported to highways ref: ENQ900009027.

.05 Road Sweeping

BCKLWN have declined to undertake the requested road sweep within the parish. The next scheduled road sweep is reportedly sometime in June.

.06 Westfields

i A meeting with a Westfields resident was arranged with the Chairman. Letter to be written to indicate how matters are being dealt with.

ii The Chairman showed photographs taken during the meeting of a hedge outside No.10 and a problematic drain outside No. 15.

iii Drain to be reported to Highways.

iv Owner of hedges at Nos 10, 12 and 14 Westfields to be written to request trimming back from pathway.

.07 Tilney cum Islington Hedges

Letter of thanks written to resident for cutting back their hedge

Clerk

Clerk

Clerk

Chairman's signature:

.08	Clean-up Team	<ul style="list-style-type: none"> i Bags of rubbish and tyre on the verge of new road was reported to the clean-up team. ii Cllr McManus reported that this rubbish had yet to be removed. 	Clerk
.09	Street lighting	<ul style="list-style-type: none"> i Repair of lamp post no. 36 on Church Road has taken place at a cost of £87.82 plus VAT. ii Tender of street light electricity yet to take place. 	Clerk
.10	Planning Applications	<p>Comments on four planning applications were forwarded to planners at BCKLWN as detailed in the last minutes</p>	
16/077	Police Matters	<ul style="list-style-type: none"> i Cllr D. Jones had received no reported incidents from the police and there were no reported incidents on the website. ii Cllr Mills reported two speeding incidents he had witnessed: a speeding lorry which he reported to the owners; and a speeding car which was ignored by a passing police car. 	
16/078	Reports		
.01	Chairman's Correspondence	<p>Due to time constraints the proposed inset on standards and confidentiality was to be postponed until a future meeting.</p>	
.02	Footway Lighting Report - Councillor Cullen reported:	<p>Day burner reported on lamppost No.40 Magdalen Road.</p>	Clerk
.03	Footpath and Tree Report	<p>Following the reporting of abandoned house Church Road, more debris has been scattered on the adjacent footpath. CSNN team to be re-contacted.</p>	Clerk
.04	Village hall report	<p>Cllr Cullen read out his report, which other Councillors noted.</p>	
.05	Highway matters	<ul style="list-style-type: none"> i High Road, Islington from the telephone box to Lord's Bridge, multiple pot holes along the side of the road causing danger to life and property. ii The drain on Magdalen Road just past the timber yard has still not been fixed. This was first reported to Highways in July 2015 and had been repeatedly reported. iii Pot hole by bus stop at Magdalen Road and Spice Chase junction. iv Two sizable pot holes reported opposite 79 and 91 Church Road. v Warning sign for bend missing on New Road approaching Terrington. 	Clerk Clerk Clerk
.06	Church report	<p>Cllr Place read out his report, which other Councillors noted.</p>	
16/079	Finance		
.01	The following bank balances were noted:	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i Councillors APPROVED payments up to 9th May 2016 as listed below: ii It was AGREED that in future payments to King's Lynn IDB would be via direct debit. 	Clerk

Chairman's signature:

Name	Description	Net	VAT	Total
Eon	Street light electricity (01/03-31/03/16)	£ 191.02	£ 38.20	£ 229.22
Eon	Street light electricity (01/04-30/04/16)	£ 184.93	£ 36.99	£ 221.92
Eon Highway Lighting	Straighten leaning street light	£ 87.82	£ 17.56	£ 105.38
Heronwood	Grass cutting small areas 16/03 & 29/03	£ 50.00	£ -	£ 50.00
Heronwood	Playing field & village hall areas 16/03 & 29/03	£ 305.00	£ -	£ 305.00
Heronwood	Grass cutting small areas 11/04 & 25/04	£ 50.00	£ -	£ 50.00
Heronwood	Playing field & village hall areas 11,19,25/04	£ 305.00	£ -	£ 305.00
King's Lynn IDB	Agricultural drainage rates	£ 27.82	£ -	£ 27.82
Clerk	Salary - April	£ 391.26	£ -	£ 391.26
Clerk	Travel Expenses	£ 29.25	£ -	£ 29.25
Clerk	Domain renewal - tslclerk.org	£ 11.99	£ 2.40	£ 14.39
SLCC	CiLCA Registration	£ 250.00	£ -	£ 250.00
ICO	Data protection registration	£ 35.00	£ -	£ 35.00
Emma Bateman	Internal Audit 2016	£ 55.00	£ -	£ 55.00
Came & Co	Insurance	£ 837.63	£ -	£ 837.63
Total		£ 2,811.72	£ 95.15	£ 2,906.87

16/080 Internal auditors report

The internal auditors report was read out. It was noted that the standing orders and financial regulations needed to be reviewed this year.

Clerk

16/081 Bank reconciliation for 2015/16

The bank reconciliation was circulated and noted by councillors.

16/082 Significant variances in the accounting statements 2015/16

A note on significant variances compared to the previous year was circulated and noted by councillors.

16/083 Annual governance statement 2015/16

The chairman read the annual governance statement and Council APPROVED the statement. This was signed by the Chairman and the Clerk.

16/084 Accounting statements for 2015/16

Council AGREED that the accounting statements in the annual return presented fairly the financial position of the Parish Council. The accounting statements were duly signed by the Chairman and the Responsible Financial Officer.

16/085 Dates for electors' rights

Council AGREED the period for electors' rights to be from 1st June to 14th July 2016 and that the auditor could be contacted from 15th July 2016.

16/086 Planning

.01 Applications

- i 16/00785/F Mr Darren Browne 554860 313617 Site for the erection of one chalet bungalow adjacent Nolans 22 Magdalen Road Tilney St Lawrence PE34 4RE. Council AGREED to make no comment.
- ii 16/16/00640/O. Mr J Gore 554588 313297 Outline Application: Proposed residential development of 4 dwellings Land off School Road PE34 4QZ. Council AGREED to approve as legitimate infill.

Clerk

Clerk

.02 Decisions

- i 16/00121/O Land E of Melmont N Chapel Road NW of Subscription Bridge Chapel Road Tilney Fen End - Outline application: 6 new dwellings. Refused 28 April 2016 Delegated Decision.
- ii 16/00393/F Land W of 2 Spice Chase & E of 60 Magdalen Road TSL Proposed new dwelling Permitted 18 April 2016 Delegated Decision.

Chairman's signature:

- iii 16/00272/F Adjacent of 34 Magdalen Road TSL PE34 4RE Proposed new dwelling. Refused 11 April 2016 Delegated Decision.
- iv 16/00326/O Land North of 37 Church Road TSL Outline Application: Proposed 3 No. 4 bed dwellings Refused 14/04/16 Delegated Decision.
- v 15/02138/F Nolans 22 Magdalen Road TSL PE34 4RE Construction of a chalet bungalow Refused 7 April 2016 Committee Decision
- vi 16/00289/O Land North of 19 Spice Chase TSL PE34 4RD Outline Application: construction of two pairs of semi-detached dwellings Permitted 7 April 2016 Committee Decision,
- vii 16/00294/O Land E of Number 8 And S On Number 1 Spice Chase TSL Outline Application: Proposed residential development comprising of three 4 bed detached dwellings Permitted 07/04/16 Committee Decision

16/087 General correspondence

Terrington St John PC requested whether the Council planned to organise any activities to commemorate the Queen's 90th birthday. The Council has no plans for any events.

16/088 Borough Council Issues

Nothing to report.

16/089 Norfolk County Council Issues

Nothing to report.

16/090 Village speeding survey

- i The results from School Road have yet to be received.
- ii Given that there was no partnership funding available for SAM2 signs this year, the high cost, and the temporary benefit Council felt the signs provided, it was AGREED that signs should not progress at this time.
- iii Cllr Calton reported that the Police wouldn't instigate speed monitoring at TCI due to insufficient funding. Cllr D.Jones to follow up.
- iv It was AGREED for firm quotes to be obtained for the installation of village identity gates at various approaches to TSL to aid traffic calming.

D.Jones

Clerk

16/091 Neighbourhood plan

A discussion on this matter was deferred until the next meeting.

16/092 Street light columns

Council AGREED to proceed with straightening 6 lamp post columns at a cost of £346.62 + VAT + any footway reinstatement costs.

16/093 Items for the next agenda

- i To consider quotes for the installation of village identity gates.
- ii To decide on whether to proceed with a neighbourhood plan.
- iii To consider tenders for the electricity contract.

16/094 Closed session

It was AGREED to move into closed session for a discussion on the following agenda items on the grounds of confidentiality (by virtue of the Public Bodies (Admission to Meetings) Act 1960 s.1 (2)).

16/095 Electricity contract

This matter was deferred until the next meeting.

Clerk

16/096 Insurance renewal

It was AGREED to accept proposal from broker Came & Co for insurance from Ecclesiastical at an annual cost of £837.63 incl. IPT fixed for 3 years.

Clerk

16/097 Date of next meeting – 6th June 2016

There being no other business the Chairman closed the meeting at 8:35pm.

Chairman's signature: