

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 6th June 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, E Hearn (from 9:00 pm), D.Jones (Vice-Chairman), E.Jones, J.McManus, C.Mills, R Savage.

Clerk: R.Smith

Public: None Present

Action by:

16/098 Apologies and reasons for absence

Cllrs Place and Sapey were on holiday. Cllr Hearn would be late due to work.

16/099 Declarations of interest in items on the agenda.

Cllr Cullen declared an interest in planning application 16/008601/RM.

Cllr Savage declared an interest in planning application 16/00878/F.

16/100 Minutes of the previous meeting.

The minutes of the previous Council meeting held on 9th May 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.

16/101 Clerk's report/matters arising not covered by the agenda.

.01 Casual Vacancy.

No applications had been received.

.02 Annual Accounts & Electors' rights

These have been posted on the Council's web site.

.03 Highways Matters

i Dropped drain on Magdalen Road reported ENQ900009681 and directly to Andy Wallace, who agreed to investigate the issue

ii Pot holes on High Road, TcI ENQ900009688. Now filled.

iii Unconnected drain opposite 15 Westfields reported ENQ900009695.

iv Pot hole by bus stop at Magdalen Road/Spice Chase now repaired.

v Pothole 79 Church Road ENQ900009707 reported. Not yet completed.

vi Pothole 91 Church Road ENQ900009711 now repaired.

vii Missing bend sign New Road reported.

viii Final part of TCI trod should commence in the 4 weeks.

.04 CSNN Team

CSNN team still investigating abandoned house on Church Road.

.05 Westfields

Letters to residents, regarding hedges on Westfields still to be written.

.06 Clean-up Team

Bags of rubbish and tyre on New Road now collected.

.07 Street lighting

i The following lampposts have been straitened: 3 & 5 School Road; 15 St Johns Road; 34 & 39 Church Road; and 57 High Road.

ii Street light 40 Magdalen Road has had its faulty photocell replaced

.08 Insurance

3 year arrangement with Ecclesiastical Insurance has been confirmed.

.09 On-line banking

i Application form received which requires authority from signatories.

ii Move towards on-line banking to be put on next month's agenda.

Clerk

Clerk

Clerk

Clerk

Chairman's signature:

| | | | |
|---------------|--|--|--|
| .10 | Planning Applications | Comments on applications 16/00785/F and 16/00640/O were forwarded to planners at BCKLWN as directed. | |
| 16/102 | Police Matters – Cllr D. Jones reported: | <ul style="list-style-type: none"> i No crime statistics available, although the bus shelter opposite Westfields had been vandalised. ii The SNAP meetings being held at Downham Market were not considered worth attending. The police representatives at the meetings were all from the Downham area. Parish issues dealt with via local police liaison. | |
| 15/033 | Briefing on standards and confidentiality | Changes are currently taking place on standard’s policy. The chairman will update when the information is available. Item to be left on the agenda. | Chairman |
| 16/103 | Reports | <p data-bbox="183 600 726 633">.01 Chairman’s Correspondence</p> <ul style="list-style-type: none"> i A letter had been received about the Church war memorial. An inspection evidenced only a tiny crack in the steps. The lettering has been kindly cleaned by Kevin High from All Clear. Cllr Cullen volunteered to clear up remaining moss. ii It was AGREED that a letter of appreciation be sent to Sue Smith of the village shop for brightening her corner of the village with bedding plants. <p data-bbox="183 869 1109 902">.02 Footway Lighting Report - Councillor Cullen reported:</p> <p data-bbox="284 907 534 940">Nothing to report.</p> <p data-bbox="183 958 678 992">.03 Footpath and Tree Report</p> <ul style="list-style-type: none"> i Quote to be obtained for cutting grass for notice board/dog bin area in Tilney cum Islington. ii Grass area from Buck Inn to other side of the bus stop needs cutting back to the fence with the bramble being taken down. <p data-bbox="183 1153 550 1187">.04 Village hall report</p> <p data-bbox="284 1191 1149 1225">Cllr Cullen read out his report, which other Councillors noted.</p> <p data-bbox="183 1243 542 1276">.05 Highway matters</p> <ul style="list-style-type: none"> i Road sweeper had cleaned TSL and TCI. Gulleys had not been done. ii 30mph sign into Islington still obscured by trees. iii Road planings still awaiting from Highways for Footpath No.1. iv Footpath on and near bridge opposite pumping station in Islington is still badly overgrown with grass. v It was reported that there was regularly a car parked over the pavement at 67 School Road. Any persons impeded by the car need to report the matter to the police at the time. vi Although reported to Highways, overgrown vegetation at Spice Chase/Magdalen Road junction had led to several near miss incidents. Cllr Savage volunteered to cut this at the end of the week. <p data-bbox="183 1691 502 1724">.06 Church report</p> <p data-bbox="284 1729 1013 1762">In Cllr Place’s absence there was nothing to report.</p> <p data-bbox="132 1774 231 1807">16/104</p> <p data-bbox="284 1774 406 1807">Finance</p> <p data-bbox="183 1818 909 1852">.01 The following bank balances were noted:</p> <ul style="list-style-type: none"> i Business Instant Access, balance as at 06/06/16 - £11,812.93 ii Treasurers Account, balance as at 06/06/16 - £25,886.35 | <p data-bbox="1476 824 1540 853">Clerk</p> <p data-bbox="1476 1032 1540 1061">Clerk</p> <p data-bbox="1476 1106 1540 1135">Clerk</p> <p data-bbox="1476 1314 1540 1344">Clerk</p> <p data-bbox="1476 1350 1540 1379">Clerk</p> <p data-bbox="1476 1424 1540 1453">Clerk</p> <p data-bbox="1412 1648 1540 1677">Cllr Savage</p> |

Chairman’s signature:

.02 Payments

i Councillors APPROVED payments as listed below:

| Invoice Date | Invoice No. | Name | Description | Cheque | Net | VAT | Total |
|--------------|-------------|----------------------|---|--------|-------------------|-----------------|-------------------|
| 25/05/2016 | 065814 | Eon Highway Lighting | Replacement of faulty photocell | 000899 | £ 23.47 | £ 4.69 | £ 28.16 |
| 31/05/2015 | 065924 | Eon Highway Lighting | Straighten 6 leaning street lights | 000899 | £ 346.62 | £ 69.32 | £ 415.94 |
| 26/05/2016 | EA28928 | Earth Anchors | New Dog Bin | 000900 | £ 197.95 | £ 39.59 | £ 237.54 |
| 01/06/2016 | | Clerk | Salary Increase - April | 000901 | £ 3.90 | £ - | £ 3.90 |
| 01/06/2016 | | Clerk | Salary - May | 000901 | £ 395.20 | £ - | £ 395.20 |
| 01/06/2016 | | Clerk | 3.5 additional hours - April/May | 000901 | £ 31.92 | £ - | £ 31.92 |
| 01/06/2016 | | Clerk | Travel Expenses | 000901 | £ 37.35 | £ - | £ 37.35 |
| 28/05/2016 | 19588131 | Clerk | Email Account Renewal | 000901 | £ 23.88 | £ 4.78 | £ 28.66 |
| 07/05/2016 | 1139518 | Clerk | Expenses - 8 Colour Direct Ink Cartridges | 000901 | £ 12.50 | £ 2.49 | £ 14.99 |
| | | Total | | | £ 1,072.79 | £ 120.87 | £ 1,193.66 |

ii Instead of quarterly, it was AGREED that expenditure vs. budget would from now on be reported at every meeting.

Clerk

16/105 Planning

.01 Applications

i 16/00750/F: Nature Pond & Field Shelter, 79 Church Road. It was AGREED to support the application as it was sustainable development.

Clerk

ii 16/00860/RM: Reserved matters, 2 dwellings, 1 Spice Chase. It was AGREED to support the application as it enhanced the street scene.

Clerk

iii 16/00898/F R Burton 554695 313650 Extension and alteration to bungalow at Dunelm, 31 School Road PE34 4QY. It was AGREED to support the application as it was not visible from the road.

Clerk

iv 16/00600/F: Proposed change of use to new small dwelling Land NE of Westcroft New Road It was AGREED not make any observations either in favour or against the application.

Clerk

v 16/00878/F: Construction of a dwelling at Land Opposite Sycamore Farm New Road. It was AGREED to support the application because it provided a necessary agricultural dwelling, it supported employment in the village and it was a sustainable development.

Clerk

vi 16/00949/F: Single Storey rear extension and detached garage at The Hollies New Road. It was AGREED to support the application as it enhanced the street scene.

Clerk

vii 16/00899/F: Change of use to Post Office at Village Hall, Magdalen Road. It was AGREED to support the application because it supported the rural community, employment, and village amenity.

Clerk

.02 Decisions – Permitted

i 16/00492/CU D E Downham Haulage Ltd Eastfield Barn Chapel Road Tilney Fen End PE14 8JL Change of use from HGV transport yard to mixed use HGV transport yard and the operation of carpentry business.

ii 16/00601/F 19 Spice Chase PE34 4RD Proposed extension and alterations to existing dwelling.

iii 15/01126/F The Walnuts Lynn Road Tilney All Saints PE34 4RT Conversion of one dwelling into two dwellings.

iv 16/00365/F The Hollies New Road PE34 4QF Replacement Barns.

.03 Decisions – Refused

i 16/00121/O Land E of Melmont N Chapel Road NW of Subscription Bridge Chapel Road Tilney Fen End 6 new dwellings.

ii 16/00288/O Land On the South East Side of Spice Chase Residential development comprising of two pairs of 3 bed semi-detached dwellings.

iii 16/00508/O The Paddock Chapel Road Tilney Fen End PE14 8JL Proposed residential development.

Chairman's signature:

iv 16/00573/O Land Adjacent 28 Spice Chase PE34 4RD. New dwelling.

16/106 General correspondence

Nothing to report.

16/107 Borough Council Issues

Nothing to report.

16/108 Norfolk County Council Issues

Nothing to report.

Councillor Hearn joined the meeting.

16/109 Village speeding survey

- i Councillor D. Jones reported on the level of speed compliance in Tilney St. Lawrence. This included a recently received survey of School Road.
- ii Statistic had been passed to police enforcement for their action.
- iii A speed survey for Tilney cum Islington should start in about 8 weeks.

16/110 To discuss arrangements to install the new dog bin on Church Road.

- i The new dog bin had arrived and was ready to install.
- ii Cllr Cullen volunteered to install the bin and would elicit the help of other councillors as required.
- iii Location and installation instructions to be emailed to Cllr Cullen.

Cllr Cullen
Clerk

16/111 To resolve on replacing vandalised glass at the bus stop opposite Westfields

- i Following the receipt of two quotes, it was AGREED for Saint Engineering to replace the toughened glass at a cost of £520 + VAT.
- ii It was AGREED to purchase 2 bus stop sign poles for both bus stops in Tilney St Lawrence at a cost of £222 + VAT from Saint Engineering.
- iii The Clerk was in discussion with Stagecoach to install bus timetables/holders at no cost.

Clerk

Clerk

Clerk

16/112 Neighbourhood plan

- i A discussion on this matter was deferred until the next meeting.
- ii Cllr McManus agreed to look into the matter in more detail.

Cllr McManus

16/113 Items for the next agenda

- i Review of the Parish Council's Financial Regulations.
- ii On-line banking.

Clerk

Clerk

16/114 Closed session

It was AGREED that it was not necessary to move into closed session.

16/115 Electricity contract

- i The Clerk reported that Eon was increasing its prices by over 16%
- ii As quotes for electricity supply for non-metered supply might be valid for 1 day only, it was AGREED to delegate to the Clerk the power to negotiate the best price electricity supply contract.

Clerk

16/116 Village Identity Gates

- i The Clerk reported on prices for different types of gates and the availability of parish partnership schemes for 2017/18
- ii It was AGREED that quotes for L shaped gates for two sites be priced up. Signage to be one sided large 30mph roundel.

Clerk

16/117 Date of next meeting – 4th July 2016

There being no other business the Chairman closed the meeting at 9:31pm.

Chairman's signature: