

# 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 7<sup>th</sup> September 2015 in the Village Hall, Tilney St Lawrence at 7.30pm.

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

Clerk: Mr. R. Smith

Public: Ms Natalie Daley  
Mr Conner Forshaw  
Ms Katelynn Forshaw

Action by:

### 15/060 Apologies and Reasons for absence

There were no apologies. Cllr Hearn had advised that she would be late for the meeting,

### 15/061 Declarations of interest for items on the agenda.

There were none made.

### 15/062 Minutes of the Previous Meeting.

The minutes of the previous Council meeting held on 6<sup>th</sup> July were **AGREED** by Councillors and signed by the Chair as an accurate record of the meeting.

**There followed a 15 minute public forum during which 2 members of the public requested to speak.**

### The following issues were raised:

Mr Forshaw presented a survey undertaken of local views concerning a proposal to construct a play area in Westfields. Ms Natalie Daley spoke in support.

Councillors asked a number of questions and gave advice on the proposed setting up of a charity – Residents Association of Westfields (RAW) to raise money for the play area and equipment.

### 15/063 Westfields' Play Area

Following a proposal from the Chair, Councillors **RESOLVED** to positively endorse the project.

### 15/064 Matters Arising/Clerk Report

#### .01 Casual Vacancy

- i The clerk reported that there remained a casual vacancy on the Parish Council. Although there had been one expression of interest in the vacancy, no application had been received.
- ii Advertisements for the vacancy will continue to be displayed on the Parish notice boards and web site.

Clerk

#### .02 New Litter Bin – Magdalene Road

- i A larger bin was installed by the Borough Council on 10<sup>th</sup> July.
- ii No additional charges have been received from BCKLWN.
- iii BCKLWN had been asked to forward an access key.

Clerk

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<b>.03</b>	<b>Tilney St. Lawrence Bus Shelters</b>	<ul style="list-style-type: none"> <li>i The proposed contractor had stated the company would be going into liquidation. A retendering process had been undertaken.</li> <li>ii Norfolk County Council had indicated funding still available.</li> <li>iii A paper was tabled and the contract was to be re-awarded.</li> </ul>	Clerk
<b>.04</b>	<b>Street Lighting</b>	<ul style="list-style-type: none"> <li>i Replacement light at 45 Magdalene Road still to be completed.</li> <li>ii Awaiting proposal from Eon for light close to a power line at 70 Church Road.</li> </ul>	Clerk Clerk
<b>.05</b>	<b>Highway Matters</b>	<ul style="list-style-type: none"> <li>i The Islington 30mph extension had been completed.</li> <li>ii Work has started on the Tilney cum Islington Trod. A discussion with highway as to the extent of the works was on-going.</li> <li>iii All matters noted at the last meeting had been reported to highways. Councillors reported that some of the items had yet to be completed.</li> </ul>	Cllr. Carlton
<b>.06</b>	<b>War Memorials' Trust</b>	<ul style="list-style-type: none"> <li>i A response had been sent to the War Memorial's Trust.</li> </ul>	
<b>.07</b>	<b>CilCA Training</b>	<ul style="list-style-type: none"> <li>i The Clerk's training was to start this Wednesday.</li> </ul>	Clerk
<b>.08</b>	<b>Councillor's Declaration of Financial and Other Interests</b>	<ul style="list-style-type: none"> <li>i Completed declarations were received by the clerk from those Councillors present.</li> </ul>	
<b>.09</b>	<b>Bank Signatories</b>	<ul style="list-style-type: none"> <li>i It was <b>AGREED</b> that a bank form was signed. This added Cllrs Day, E. Jones and Sapey as signatories. These councillors were required to have their signatures validated at the bank.</li> <li>ii The clerk was added as a limited signatory, not authorised to make payments.</li> </ul>	Cllr Day, Cllr Jones Cllr Sapey  Clerk
<b>15/065</b>	<b>Police Matters</b>		
<b>.01</b>	<b>Crime Statistics</b> - Councillor D. Jones briefed councillors that there had been three reported incidents: a lawn mower had been stolen in Islington; two cats had gone missing; and there had been one assault.		
<b>15/066</b>	<b>Reports</b>		
<b>.01</b>	<b>Chairman's Correspondence including BCKLWN issues</b>	<ul style="list-style-type: none"> <li>i Councillors completed a survey for the village hall.</li> <li>ii A letter, requiring a response, had been received from a resident requesting flashing speed signs be installed on the village's approach roads.</li> </ul>	Clerk  Clerk
<b>Councillors brought forward the agenda item on speeding for discussion under reports of Chairman's Correspondence.</b>			
<b>.02</b>	<b>Speeding</b>	<ul style="list-style-type: none"> <li>i Cllr D. Jones briefed the Council on speed monitoring in the parish.</li> <li>ii An email from highways was read out by the Chair detailing the cost of flashing speed signs (SAM2).</li> <li>iii Following a discussion, it was <b>AGREED</b> flashing speed signs would not be progressed at this time.</li> </ul>	

Chair's signature: .....

- iv The Chair had discussed the matter of community speed watch teams with the Chair of Terrington St. John and considered their potentially divisive nature.
- v To help address the problem of speeding, the registration of offending vehicles, with time and location of the offending vehicle should be passed to the police.

All Cllrs

**.03 Footway Lighting**

- i Councillor Cullen stated that there was nothing to report

**.04 Footpath and Tree Report**

- i It was reported that certain dog bins had been caused to overflow due to some residents saving up their pets waste and depositing in one go. It was **RESOLVED** that appropriate stickers would be produced for the bins to inform residents of the bins' proper use.

Cllr Sapey

**.05 Village Hall Report**

- i Councillor Mills read out his report, which Councillors noted.

**.06 Highway Matters**

- i Highways to be asked about gating the A47 stub road, which had recently had rubbish dumped on it.
- ii An air conditioning unit was reported as having been dumped at Goodley's corner on Old Church Road. To be reported to the clean-up team.

Clerk

Clerk

**.07 Church Report**

- i Councillor Place noted the praise that had been received regarding the much improved condition of the Church graveyard.

**15/067 Finance**

**.01 Financial Audit**

- i The external audit for the year ended 31 March 2015 had been completed with no adverse comments.

**.01 Bank Balances/ Income – The following bank balances were noted:**

- i Business Instant Access, balance as at 10/08/15 - £11,808.51
- ii Treasurers Account, balance as at 23/07/15 - £24,416.74

**.02 Payments**

Councillors **APPROVED** payments up to 7<sup>th</sup> September 2015 as listed below:

Invoice No.	Name	Chq	Description	Net	VAT	Total
H11A3AECFE	Eon	DD	Street Light Electricity (01/06-30/06)	£ 184.86	£ 36.97	£ 221.83
H11C593079	Eon	DD	Street Light Electricity (01/07-31/07)	£ 191.02	£ 38.20	£ 229.22
057567	Eon Highways Lighting		Street Light Maintenance - August	£ 79.80	£ 15.96	£ 95.76
058361	Eon Highways Lighting		Street Light Maintenance - September	£ 79.80	£ 15.96	£ 95.76
1080982	Mazars LLP		Audit Fee	£ 100.00	£ 20.00	£ 120.00
15187	NPTP		CiLCA Training	£ 250.00		£ 250.00
	SLCC		SLCC Membership	£ 111.00	£ -	£ 111.00
	Clerk		Expenses (07/07-07/09)	£ 39.60	£ -	£ 39.60
	Clerk		Salary - July	£ 382.20	£ -	£ 382.20
	Clerk		Salary - August	£ 382.20	£ -	£ 382.20
	<b>Total</b>			<b>£ 1,800.48</b>	<b>£ 127.09</b>	<b>£ 1,927.57</b>

**15/068 Planning**

**.01 Applications**

- i **15/01202/F.** 2 Islington Hall Cottages, Islington Green, Tilney All Saints. Councillors **RESOLVED** to make no comment.

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<b>.02 Applications Granted:</b>	
i <b>15/00971/F.</b> Land Adjacent to 63 Church Road, Tilney St Lawrence. Erection of two dwellings and associated garages.	
ii <b>15/00993/RM.</b> Melmont, Chapel Road, Tilney Fen End, Tilney St Lawrence, Norfolk, PE14 8JL - Reserved Matters Application for proposed dwelling.	
<b>.03 Applications Refused:</b>	
i <b>15/00975/O.</b> The Orchards, Mill Lane, Tilney St Lawrence. Outline application for erection of timber holiday cabin.	
<b>.04 BCKLWN Local Plan Meeting</b>	
i Cllr McManus summarised briefing attended by himself and Cllr D. Jones. Due to a recent change in the criteria, the supply of local land available for housing development was no longer considered to be adequate. There was therefore increasing pressure to find and fast track potential sites in the area.	
<b>.05 Basic Planning Training</b>	
i Training was being offered to Councillors on 12 <sup>th</sup> October, either at 2pm or 6pm. Cllr McManus agreed to attend the 2pm session.	Cllr McManus
<b>15/069 Neighbourhood Plan</b>	
<b>.01</b> The clerk reported that information on this matter was being accrued.	Clerk
<b>15/070 Speeding</b>	
<b>.01</b> This was dealt with under item <b>15/066.02.</b>	
<b>15/071 Asset Register</b>	
<b>.01</b> The clerk circulated a paper on the asset register, which was to be updated for the next meeting.	Clerk
<b>.02</b> The insurance status of the council's CCTV to be checked	Clerk
<b>15/072 General Correspondence</b>	
<b>.01 The Norfolk Hospice</b>	
i It was <b>AGREED</b> that an invitation to visit the new Hospice building and a request for financial support for the hospice both be declined.	
<b>.02 Voluntary Norfolk</b>	
i It was <b>AGREED</b> that an appeal for Car Lind volunteer drivers would be put on the Notice Board and parish web-site.	Clerk
<b>15/073 Norfolk County Council Issues</b>	
<b>.01</b> There was nothing to report.	
<b>15/074 Items for the next agenda</b>	
<b>.01</b> To propose an increase in the provision of litter and dog waste bins.	
<b>15/075 Date of Next Meeting to be held 5<sup>th</sup> October 2015.</b>	

There being no other business the Chair closed the meeting at 9.22pm.

Chair's signature: .....