

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, JANUARY 8, 2018 IN TILNEY ST LAWRENCE VILLAGE HALL, MAGDALEN ROAD, AT 7pm

In attendance: Cllrs B.Ayres (Chair), C.Ayres, P.Cullen, J Day, H.Greenwood, D.Jones (Vice-Chair), E.Jones, J.McManus, C.Mills, G.Place, S.Sherburn-Wykes (from item 5.)

Clerk: R.Smith

Public: 1 present (up to item 5)

[Action by]

18/001 Apologies for absence (1)

Apologies for absence were received from Cllr Calton, & Cllr Savage. It was noted that Cllr Savage could not attend meetings for some time, while he recovered from major surgery. His apologies for future meetings would be recorded as having been received.

18/002 Declarations of interest in items on the agenda (2).

None were made.

As no members of the public requested to speak the meeting was not adjourned.

18/003 Minutes of the previous meeting (3).

It was **resolved** to approve, and for the Chairman to sign, the draft minutes of the previous meeting held on 4 December 2017, as an accurate record.

18/004 Co-option of new member

- i It was **resolved** to move into closed session to allow a confidential discussion and vote to take place (by virtue of the Public Bodies (Admission to Meetings) Act 1960 s.1(2).

The member of the public left the meeting at 7.05pm.

- ii One application for Councillor had been received. This was considered by Councillors.
- iii Having previously left the room, the candidate returned to answer questions.

The candidate left the meeting while Councillors considered the matter.

- iv It was unanimously **resolved** to co-opt Mrs Sherburn-Wykes to the Council.
- v It was **resolved** to move back into open session.

Mrs Sherburn-Wykes returned to the meeting.

- vi The Chairman declared Mrs Sarah Sherburn-Wykes duly elected.
- vii Witnessed by the Clerk, Cllr Sherburn-Wykes signed the Declaration of Acceptance of Office, and Council's Code of Conduct.
- viii Cllr Sherburn-Wykes completed a Notification of Disclosable Pecuniary and Other Interest form, which was returned to the Clerk. This was to be lodged with Borough Council Monitoring Officer within 28 days of the co-option. [Clerk]
- ix Cllr Sherburn-Wykes was to be provided with a copy of the Council's Standing Orders and Financial Regulations. [Clerk]

18/005 Police matters – Cllr D. Jones reported (4):

- i The local PCSO had been served with a redundancy notice. There were now 3 Police officers left to cover the local safer neighbourhood area.
- ii There had been reports in the Village of youths on bicycles without lights, circling and obstructing cars after dark. Any incidents to be reported to the Police.
- iii In December two holly trees outside the Old Hall Mews had their tops cut off and stolen.

18/006 Clerk's report (5)

- i Notice of meeting dates had been put on Noticeboards. The website was updated.
- ii To comply with legislation, members' interests would be put on the web-site. [Clerk]
- iii Planning comments had been submitted, as resolved.
- iv Updated Parish Council information had been submitted to the Village magazine.

Chairman's signature:

- v The Village Committee Hall hire form had been signed and returned.
- vi More road planings were available for the footpath. A quote was awaited to spread these. Confirmation needed that Cllr Savage's Yard could be used. **[Clerk]**
- vii Caravans sited off Church Road had been reported to the Borough Council's planning enforcement. BCKLWN had acknowledged complaint, but no other update available.

18/007 Reports (6)

.01 Chairman's report

Cllr Cullen was one of three nominated for a KLFM life-time achievement award. Councillors noted the excellent work that he did, and congratulated Cllr Cullen on his nomination, wishing him success at the awards ceremony.

.02 Footway lighting report:

Nothing to report.

.03 Footpath, tree, and bus stop report

Nothing to report.

.04 Village hall report

Cllr Cullen read out his report, which other Councillors noted.

.05 Church report

Cllr Place read out his report, which other Councillors noted.

18/008 Highways (7)

.01 Update on outstanding matters

- i The NCC Highways' Officer had reported the following matters to the Clerk:
 - Islington Village gateways awaited installation, hopefully by the end of January.
 - 450mm roundels had been ordered and were to be fitted ASAP.
 - Highways would not progress double yellow lines at the Village crossroads without a fatalities accident history. For the Parish Council to undertake would cost around £6,000. Highways' accident history to be queried. **[Clerk]**
- ii Highways had updated the status on the following matters.
 - Pothole on Westfield's T-Junction had been resolved.
 - Pothole in front of drive at 116 High Road had been resolved.

.02 New matters reported:

- i Cllr Day provided the Clerk with photos of pot holes on Spice Chase, so that the previous refusal by Highways could be challenged. **[Clerk]**
- ii No through road signage at the top of Workhouse Lane had faded. **[Clerk]**
- iii No through road signage at No.16 Westfields had faded. **[Clerk]**
- iv Faded Dog fouling signs would be replaced. **[D.Jones]**

18/009 Finance (8)

.01 The following bank balances were noted:

- i Treasurers Account, balance as at January 8, 2018 - £8,642.02
- ii Business Instant Access, balance as at January 8, 2018 - £11,822.33

.02 Payments

- i A schedule of payments was circulated to Councillors as below:

Date	Invoice No.	Name	Description	Cheque	Net	VAT	Total
30/11/2017	69561	Yü Energy	PEC Electricity (01/11-30/11/17)	DD	£ 13.71	£ 0.69	£ 14.40
01/01/2018	72319	Yü Energy	Electricity (1/12-31/12/17)	DD	£ 222.61	£ 44.52	£ 267.13
27/11/2017	23666	Merlin Telecom Ltd	CCTV reprogramming	000967	£ 60.00	£ 12.00	£ 72.00
30/11/2017	770	Heronwood Landscapes	Strim grass around TCI village sign	000968	£ 10.00	£ -	£ 10.00
04/12/2017		Clerk	Attend Parish Council Meeting	000969	£ 10.35	£ -	£ 10.35
31/12/2017		Clerk	Salary November - SCP 18	000969	£ 325.59	£ -	£ 325.59
30/11/2017		HMRC	PAYE October	000970	£ 81.40	£ -	£ 81.40
08/01/2018		The Poppy Appeal	Donation	000971	£ 20.00	£ -	£ 20.00
		Total	For approval 08/01/2018		£ 743.66	£ 57.21	£ 800.87

- ii It was **resolved** not to approve the payment to Merlin Telecom. A letter disputing the invoice was to be sent to Merlin. **[Clerk]**

Chairman's signature:

- iii Councillors **resolved** to authorise all other payments. Items in red additional to agenda.

.03 Budget & Precept

- i The Clerk presented revision 4 of the draft budget for the next financial year along with a 3-year financial forecast. It was **resolved** to make the following amendments:
 - Increase the budget for security from £500 to £1,000.
 - Training to be increased to £250. New councillor training to be arranged. **[Clerk]**
 - Within reserves, £500 to be moved from Bus shelters to Streetlight LED conversion.
- ii It was **resolved** to set the precept at £20,185 for the year ending 31st March 2019.

18/010 Planning applications (9)

.01 Applications

- i 18/00016/F: 71C School Road. Widen porch & erect single storey rear extension. It was **resolved** to support the application as it enhanced the street scene. **[Clerk]**

.02 Decisions

- i 17/02279/F. 71c School Road, PE34 4QZ. House alterations. Application withdrawn [resubmitted as 18/00016/F].
- ii 17/01968/F 93 & 95 High Road, Islington, PE34 3BL. Installation of sewage treatment plant with alterations to the surface rainwater drains. Permitted.
- iii 17/01980/F. 127 High Road PE34 3BH. Extension to side. Permitted.
- iv 17/01869/RM. Land North of 89 High Road. Permitted.
- v 17/01727/F. The Limes, Lynn Road, PE34 4RT. Permitted.

18/011 General correspondence (10)

Letter received from BCKLWN requesting update on Neighbourhood Planning status. It was agreed to reply that there was no intention to proceed at this time, as it was not considered cost effective. **[Clerk]**

18/012 Borough and County Council Issues (11)

- i The Chairman gave a report on the road works at the Saddlebow interchange.
- ii Cllr Cullen was concerned about reported cutbacks by Stagecoach and its effect on the Village's bus links.

18/013 Standing Orders (12)

It was **resolved** to adopt circulated document D1710.2 as Council's Standing Orders.

18/014 CCTV cameras.

Nothing further to report at this time.

18/015 Purchase of USB memory sticks

It was **resolved** for this to proceed.

18/016 Items for the next agenda (14)

- Personnel matters.

18/017 Next meeting (15)

7pm, 5 February 2018

There being no other business the Chairman closed the meeting at 8.40pm.

Chairman's signature: