

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, NOVEMBER 5, 2018 IN TILNEY ST LAWRENCE VILLAGE HALL, MAGDALEN ROAD, AT 7pm

In attendance: Cllrs B.Ayres (chair), D.Jones (vice-chair), C.Ayres, P.Cullen, J.Day, H.Greenwood, J.McManus, G.Place, D.Rayner, S.Sherburn-Wykes.

Clerk: R.Smith

Public: none.

[Action by]

18/162 Apologies for absence (1)

Cllrs E.Jones, Mills, Savage.

18/163 Declarations of interest in items on the agenda (2)

None.

18/164 Public Participation (3)

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

18/165 Minutes of the previous meeting (4)

It was **resolved** to approve the minutes of the meeting held on 8 October 2018.

18/166 Police matters (5)

Cllr D. Jones reported:

- i An email had been received from the police confirming that illegally parked cars on Old Church Road had been moved.
- ii Premises had been broken into on New Road and equipment stolen.

18/167 Clerk's report (6)

- i The website had been updated.
- ii Comments on planning applications had been submitted as resolved.
- iii Following an inspection by Cllrs B.Ayres and McManus the invoice for cleaning the village gateways had been paid.
- iv Footway light No.12 on St Johns Road was reported as faulty and had been repaired.
- v A response for new internal auditors was awaited. [clerk]
- vi The application for a new on-line Unity bank account had started. [clerk]
- vii The damaged streetlight at 53 High Road had been fitted with a new 19W LED lamp as previously resolved.
- viii The Borough's Parks and Open Spaces department had been written to complaining about the state of the grass on Westfield's Bullring and requesting rectification works.

18/168 Reports (7)

.01 Chair

- i A meeting with the highways officer had taken place and the following matters noted:
 - Lord's Bridge surface – highways to investigate its resurfacing.
 - A new Tilney cum Islington sign was to be put on the High Road village gateway next to the pumping station.
 - Road surfaces in the Parish were generally considered to be in good order.
- ii The fly tipped gas bottle on New Road to be reported again. [clerk]
- iii Information about the Tilney St Lawrence war memorial to be put on website. [clerk]
- iv The Tilney St Lawrence bus stops were rusting. Repair quotes to be obtained. [clerk]
- v Cllr Cullen had purchased a wreath, this would be laid at the Tilney St Lawrence war memorial 12.30pm 11th November.

.02 Footway lighting

- i Nothing to report

.03 Footpath, tree, and bus stop

- i It was noted that the incidence of dog mess had increased.

Chair's signature:

.04 **Village Hall**
Cllr Cullen's read out his report (see appendix 1).

.05 **Church**
Cllr Place read out his report (see appendix 2).

18/169 **Highways (8)**

.01 **Update on outstanding matters**

- i The bridge on Church Road had been reported ENQ900139638.
- ii The pothole at the top of School Road had finally been repaired.

.02 **New matters:**

- i Highways to be asked about future repair programmes for footpaths as many in the Parish were in a poor state. [clerk]

18/170 **Finance (9)**

.01 **Bank balances**

- Treasurers Account, balance as at November 5, 2018 - £ 23,801.27.
- Business Instant Access, balance as at November 5, 2018 - £ 11,828.51.

.02 **Payments & Receipts**

Date	Invoice No.	Payee/Payer	Description	Cheque /Rec No	Net	VAT	Gross
16/10/18	CR 122720	Yü Energy	PEC Electricity 01/08-31/08/18	CR	-£ 18.72	-£ 0.94	-£ 19.66
30/09/18	000974	Heronwood Landscapes	Grass cut TCI Village sign 13 & 27/09	001013	£ 20.00	£ -	£ 20.00
30/09/18	000981	Heronwood Landscapes	Grass small areas 10 & 24 September	001013	£ 107.00	£ -	£ 107.00
30/09/18	000982	Heronwood Landscapes	Grass Village Hall areas 10 & 24 September	001013	£ 280.00	£ -	£ 280.00
27/10/18		Clerk	Salary September - SCP 25	001014	£ 519.13	£ -	£ 519.13
27/10/18		Clerk	A4 Paper	001014	£ 2.75	£ -	£ 2.75
27/10/18		Clerk	Travel	001014	£ 10.35	£ -	£ 10.35
29/10/18		Clerk	Clerk's Office - 6 months	001015	£ 137.50	£ -	£ 137.50
01/10/18	130230	Yü Energy	PEC Electricity 01/09/18-30/09/18	DD	£ 17.91	£ 0.90	£ 18.81
16/10/18	CR 130230	Yü Energy	PEC Electricity 01/09/18-30/09/18	CR	-£ 17.91	-£ 0.90	-£ 18.81
16/10/18	134607	Yü Energy	Electricity 01/08/18-03/08/18	DD	£ 14.52	£ 2.90	£ 17.42
16/10/18	CR 134607	Yü Energy	Electricity 01/08/18-03/08/18	CR	-£ 14.52	-£ 2.90	-£ 17.42
16/10/18	134640	Yü Energy	Electricity 01/07/18-31/07/18	DD	£ 149.87	£ 29.97	£ 179.84
17/10/18	CR 134640	Yü Energy	Electricity 01/07/18-31/07/18	CR	-£ 149.87	-£ 29.97	-£ 179.84
16/10/18	134700	Yü Energy	PEC Electricity 01/08/18-07/08/18	DD	£ 4.28	£ 0.21	£ 4.49
17/10/18	134842	Yü Energy	Electricity 01/07/18-03/08/18	DD	£ 164.39	£ 32.88	£ 197.27
04/10/18	H16514D69A	Eon UK plc	Electricity 01/09/18-30/09/18	DD	£ 231.03	£ 46.21	£ 277.24
30/10/18	086579	Eon Energy Solutions Ltd	Replace faulty 26W SOX ignitor	001016	£ 31.27	£ 6.25	£ 37.52
30/10/18	086580	Eon Energy Solutions Ltd	Replace faulty 26W SOX with 19W LED lantern	001016	£ 350.00	£ 70.00	£ 420.00
					£ 1,838.98	£ 154.61	£ 1,993.59

- i It was **resolved** to approve payments as above.
- ii The following receipts were noted: £5,385 from PWLB. £1.48 TSB interest payment.
- iii It was **resolved** to accept income and expenditure and bank reconciliation reports for quarter 2 as presented by the clerk. Councillors noted expenditure was within budget.
- iv The clerk presented a draft budget for 2019-2020 and a 3-year financial forecast. It was agreed for councillors to consider the budget and an appropriate precept level incorporating anticipated expenditure for approval at the next meeting. [All]

18/171 **Planning applications (10)**

.01 **Applications**

- i 18/01846/O: Selwyn Lodge, 10 Workhouse Lane, PE34 4QH. Demolition of existing and construction of 4 new dwellings (3 additional) and increase in road width and junction. It was **resolved** to comment only, requesting for a condition requiring the ongoing upkeep of the Workhouse Lane bridge be imposed on the owners and a request that the road be improved and widened along the whole of its length.

Chair's signature:

.02 Decisions

- i 18/01462/F: Land NE of 13 Westfields. Detached dwelling and landscape work incidental to the development. Permitted.
- ii 18/01434/F: 29 Magdalen Road, PE34 4RF. Proposed single storey rear extension and internal alterations. Permitted.
- iii 18/01488/F: 87 St Johns Road PE34 4QN. Variation of Condition 2 of planning permission 16/02162/F: Proposed 4-bedroom detached dwelling. Permitted.

18/172 General correspondence (11)

Councillors duly received and noted the following correspondence:

- i Norfolk & Waveney Sustainability Partnership. It was **resolved** to add the poster to the Parish Council's website as requested. **[clerk]**
- ii Children Centres consultation.
- iii NCC Temporary Traffic Restriction.
- iv NCC Budget consultation
- v Norwich Western Link consultation.

18/173 Borough and County Council Issues (12)

The chair reported that he was still in consultation on the future of Burman House.

18/174 Items for the next agenda (13)

- i LED street light conversion.
- ii 2019-2020 budget.
- iii Bus shelters.

18/175 Next meeting (14)

7pm, Monday 3 December 2018.

18/176 Closed Session (15)

- i It was **resolved** to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2).
- ii The chair reminded members that matters raised in closed session were confidential and should not be discussed outside of the meeting.

18/177 Additional CCTV Proposals - Cllr D.Jones (16)

- i It was **resolved** to purchase a new wireless CCTV system with 5 cameras as detailed by Cllr Jones @ £6,150 plus VAT. Work to commence by 19th November. Order to be issued. **[clerk]**
- ii It was **resolve** that the amount of £765 which was in excess of the PWLB loan would be taken from the contingency budget.
- iii It was noted that the Village Committee would purchase an additional 2 cameras to link into the system @ £600.

18/178 2019/20 Grass Cutting Contract (17)

- i The clerk declared an interest in that a contractor undertook work at his home.
- ii It was **resolved** to extend the 2018/19 grass cutting contract to the current contractor for the 2019/20 season on the same terms.

There being no other business the chair closed the meeting at 8.35pm.

Chair's signature: