

Minutes of the meeting of Tilney St Lawrence Parish Council Held 7pm Monday 07 September 2020, via remote attendance

In attendance: Cllrs B. Ayres (chairman), J. McManus (vice-chairman), C. Ayres, D. Emsworth, D Rayner, D. Jones (from 19.10hrs).

Clerk: R. Smith

Public: None present.

20/087 Apologies (1) were received from Cllr Corrigan-Davies who was on holiday, Cllr Cullen who was on holiday, Cllr Day for personal reasons, Cllr Greenwood who was working, Cllr Place who was unwell, and Cllr Savage who was working. It was **resolved** that the reasons for absence for these councillors be accepted and leave of absence for the meeting granted.

20/088 No declarations of interest were received (2).

20/089 There were no members of the public present to make any representations (3).

20/090 It was **resolved** to approve the minutes of the meeting held on 06/07/2020 (4).

20/091 A presentation to Mr Des Calton recognising his services to the Parish Council was to be deferred until the next physical meeting (5).

20/092 Co-option if new member (6)

- i. Following consideration of a previously circulated application, it was unanimously resolved to co-opt Mr. Doug Jones onto the Council.
- ii. The Chairman declared Mr. Jones duly elected & welcomed as a Council member (6)
- iii. Witnessed by the Clerk, Cllr Jones signed the Declaration of Acceptance of Office and joined the meeting as a Parish Councillor. at 19:10 hrs.
- iv. Cllr Jones had been provided with a copy of the Council's Code of Conduct and Notification of Disclosable Pecuniary and Other Interest form for completion. To be returned to the clerk and lodged with Borough Council Monitoring Officer within 28 days of the co-option. **[clerk]**

20/093 Police matters (7).

- i. The August Community Update was noted.
- ii. Latest consumer & scam alerts were noted.
- iii. The latest Police Connect report was noted.
- iv. Remote Q & A session with the Police and Crime Commissioner and the Chief Constable 6pm Tuesday 22 September. Link to be requested for Cllr Emsworth. **[clerk]**

20/094 Clerk's report and matters arising from previous meetings (8).

- i. The website has been updated.
- ii. Works for the repair of the bollards and bus shelter repairs had been authorised as resolved.

20/095 Reports (9)

01. Chairman
Eau Brink won't be open until mid-September.
02. Footway lighting
Nothing to report
03. Footpath, tree, and bus stop
Nothing to report
04. Village Hall Committee matters
Nothing to report.
05. Church
Nothing to report.

20/096 Highways (10).

01. Update on outstanding matters
 - i. A virtual meeting with Mr Andy Wallace, Highways Engineer for Tilney St Lawrence had taken place via Zoom and a number of outstanding items were discussed.
 - ii. Damaged kerbstones on cul-de-sac junction opposite 49 Westfields had been reported. ENQ900163954
 - iii. Damaged patch of road outside 42 Church Road cracking badly had been reported.

Chairman's signature:

ENQ900163965

02. New matters

- i. Tree destroyed at Westfields at cul-de-sac. – County had already cleared.
- ii. Rangers' October visit. To be asked to address weeds on kerbs and pavements around the village. [clerk]

20/097 Finance (11)

01. Bank balances as at July 6, 2020 were noted.:

- Treasurer's Account – £4,359.78
- Business Instant Access - £35,630.62
- Unity Trust – £3,185.73
- Total - £43,176.13

02. Bank reconciliation

- i. It was **resolved** to approve the July bank reconciliation.
- ii. It was **resolved** to approve the August bank reconciliation.
- iii. It was **resolved** to ratify the clerk's pay award in line with the National Joint Council agreement for local government services.

03. Payments & receipts to 07 September 2020.

Table 1: expenditure to 07 September 2020

Vchr	Payee/Payer	Transaction Description	Net	VAT	Gross
34	Eon UK plc	Streetlight Electricity 01/06/20-30/06/20	£ 8.66	£ 4.93	£ 103.59
35	Eon UK plc	Streetlight Electricity 01/07/20-31/07/20	£ 101.95	£ 5.10	£ 107.05
36	Heronwood Landscapes	Grass cut TCI 01/16/30 July	£ 30.00	£ -	£ 30.00
37	Heronwood Landscapes	Grass cut TSL Small areas 01/16/30 July	£ 159.00	£ -	£ 159.00
38	Heronwood Landscapes	Grass cut TSL Village Hall 01/16/30 July	£ 378.00	£ -	£ 378.00
38	Heronwood Landscapes	Grass cut TSL Westfields 01/06 July	£ 140.00	£ -	£ 140.00
39	Clerk	Backdated pay award April/May/June - SCP 22	£ 35.20	£ -	£ 35.20
39	Clerk	Salary July - SCP 22	£ 575.54	£ -	£ 575.54
39	Clerk	Home office allowance July	£ 22.90	£ -	£ 22.90
39	Clerk	Salary August - SCP 22	£ 575.54	£ -	£ 575.54
39	Clerk	Home office allowance August	£ 22.90	£ -	£ 22.90
39	Clerk	Stamps	£ 10.35	£ -	£ 10.35
39	Clerk	Travel - post vacancy notices	£ 11.25	£ -	£ 11.25
39	Clerk	SLCC Membership fees (0.25*£281)	£ 70.25	£ -	£ 70.25
40	PKF Littlejohn LLP	External audit	£ 200.00	£ 40.00	£ 240.00
41	Heronwood Landscapes	Grass cut TCI 13/27 August	£ 20.00	£ -	£ 20.00
42	Heronwood Landscapes	Grass cut TSL Small areas 13/27 August	£ 96.00	£ -	£ 96.00
43	Heronwood Landscapes	Grass cut TSL Village Hall 13/27 August	£ 252.00	£ -	£ 252.00
43	Heronwood Landscapes	Grass cut TSL Westfields 13/27 August	£ 140.00	£ -	£ 140.00
44	Eon UK plc	Streetlight Electricity 01/08/20-31/08/20	£ 101.95	£ 5.10	£ 107.05
		Total	£ 3,041.49	£ 55.13	£ 2,989.57

- i. It was **resolved** to approve payments as above and for signatories to authorise payments as required.
- ii. The following receipts were noted July bank interest £28.04; August bank interest £16.23.
- iii. The receipt of the conclusion of the audit of the accounts for the year ended 31 March 2020 and the external auditor's report had been received. These had been posted on the website with the AGAR as required.

20/098 Planning applications (12)

- i. 20/01116/F: TF Motorcycles, New Road, PE34 4QF. Proposed extension for Cafe & showroom. It was **resolved** to support because generating employment. [clerk]
- ii. There were no late applications.

20/099 The following comments on planning decisions submitted on behalf of the Parish Council were noted (13).

- i. 20/01014/F: Removal of agricultural occupancy restriction. The Orchards, Mill Lane, PE34 4QE. No Comment 07/08/20.
- ii. 20/00324/LDE: Continued use of two caravans. 10 Spice Chase. No Comment 10/08/20.

20/100 The following planning application decisions were noted. (14)

- i. 20/00631/F: Windsor Farm 79 Church Road, PE34 4QQ - Extension to nature pond and

Chairman's signature:

construction of storage shed. Delegated Decision. Permitted.

- ii. 20/00972/LDP: Nolans, 22 Magdalen Road. Application for a Lawful Development Certificate for the proposed conversion of single garage into bed room and utility room this will include removal of up and over door to be replaced with window matching others in the front of house, access from house into new space, replacement of now very old flat roof with new like for like. Footprint of the building will not change. Decision: Would be lawful

20/101 A new property address at Chapel Road, Tilney Fen End was noted.

20/102 General correspondence (15)

- i. Consultation Invitation on the Terrington St John Neighbourhood Plan was noted A letter of thanks from Westfields' resident was gratefully received.
- ii. An email and press release following the Invest West Norfolk consultation was noted.
- iii. An Invitation and poster to join in National Fitness Day was noted. Further correspondence from the Terrington St. John PC clerk regarding a proposed run route was also noted. It was **resolved** to express support and wish Terrington St John Parish Council every success with the event. **[clerk]**
- iv. Information on Well-Being climate action initiative was noted.
- v. Request to register support for faster internet speed was noted. It was resolved to put the links for expressing an interest on the Parish Council's website. **[clerk]**
- vi. NALC upcoming training courses. Cllr Emsworth to be signed up for the 'Being an Effective Councillor' course being held on 13th & 14th October **[clerk]**
- vii. NALC monthly bulletin was noted.
- viii. Norfolk & Waveney CCG consultation on future care preferences was noted.
- ix. Covid-19: Voices from the frontline – virtual event being held Thursday 03 September 2020, 6.00pm-7.30pm was noted.
- x. Norwich Western Link Local Access Consultation due to close midnight Sunday 20 September was noted.
- xi. West Norfolk Early Help Round-Up was noted.
- xii. Temporary road closure notice Downham Market Southern bypass A1122 20 September was noted.
- xiii. Latest Norfolk ALC bulletin was noted.
- xiv. A McMillan coffee morning was being held in the Village Hall on 26th September

20/103 To receive and consider Borough and County Council Issues (16)

The BCKLWN consultation on its Statement of Licensing Policy was noted

20/104 NCC Parish Partnership Scheme (17)

- i. It was **resolved** to raise the matter off the NCC Parish Partnership Scheme at the next meeting. **[clerk]**
- ii. The local Highways' office was to be asked for his opinion on the following matters:
 - The feasibility of a trod along Church Road and the likely cost. **[clerk]**
 - The feasibility of making Church Road one-way towards church. This would reduce pressure and accidents on the crossroads, increase space for cyclists, and allow space for a new trod. **[clerk]**

20/105 To consider items for the next agenda (18)

Report back on NCC partnership suggestions

20/106 Next Meeting (19)

It was **resolved** for the next ordinary meeting to take place 7.00pm, Monday, 05 October 2020 (19). This was to take place in the Village Hall, subject to confirmation by the chairman nearer the time.

20/107 The chairman closed the meeting at 19:55hrs.

Chairman's signature: