

## Minutes of the meeting of Tilney St Lawrence Parish Council Held 7pm Monday, 05 October 2020, via remote attendance

**Present:** Cllr. B. Ayres (chairman), Cllr. C. Ayres, Cllr. J. Corrigan-Davies, Cllr. J. Day, Cllr. D. Emsworth, Cllr. D Rayner, Cllr. D. Jones, Cllr. J. McManus, Mr R. Smith (clerk)

Note: Cllr McManus' on-line presence during the meeting was intermittent due to connection problems.

*Unless otherwise stated, actions to be undertaken by the clerk.*

20/108 Apologies were received from Cllr Cullen who was unable to attend due to connection issues. It was **resolved** that the reasons for absence for Cllr Cullen be accepted and leave of absence for the meeting granted. Cllr Greenwood, Cllr Place, and Cllr Savage were not in attendance.

20/109 No declarations of interest were received

20/110 There were no members of the public present to make any representations

20/111 It was **resolved** to approve the minutes of the meeting held on 07/09/2020

20/112 Police matters

i. Information on a Norfolk scam prevention service was noted.

ii. The local Community Update was noted.

iii. Cllr Emsworth reported on the remote Q & A session with the Police and Crime Commissioner and the Chief Constable on Tuesday 22 September.

- The county was in the top three for efficiency
- There had been a downward trend in antisocial behaviour, burglaries, theft from persons, and bicycle theft.
- There had been a 1% increase in violent crime.
- A question and answer session highlighted raised topics of speeding, parking, internet abuse, and antisocial behaviour.
- Swaffham was having a new police station built which would have its own digital investigative specialists
- A cause for concern was the number of officers it took to patrol Norfolk Street in Kings Lynn on Friday and Saturday nights.

20/113 Clerk's report and matters arising from previous meetings

i. The website had been updated, including an accessibility statement as required by the Accessibility Regulations 2018.

ii. Cllr Jones' pecuniary interest form had been forward to the Borough Council monitoring officer.

iii. Training had been arranged for Cllr Corrigan-Davies and Cllr Emsworth.

iv. Planning comments had been submitted as resolved.

20/114 Reports

01. Chairman's report

i. The Chairman reported on the Government's proposed new planning regulations, explaining that there were three main planning designations, zones for growth, renewal, and protected areas. In the case of growth and renewal zones, it was likely automatic approval could be granted such as on brown field sites. Unless the Parish Council had a Neighbourhood Plan in place specifying what was wanted in the area, there would be no ability for the Council to comment on certain types of planning applications. It was intended for the whole planning system to be digitalised, which could make accessing applications difficult for some members of the community. The Chairman had approached Terrington St John regarding the work they had undertaken to achieve a Neighbourhood Plan and a response was awaited.

ii. It was **resolved** for the clerk to take the draft CPRE response to the planning white paper as a basis and submit comments on behalf of the Parish Council.

iii. It was **resolved** that the clerk approach Terrington St John Parish Council to see if a relevant member might address the Parish Council with advice on creating a Neighbourhood Plan.

02. Footway lighting

Nothing to report

03. Footpath, tree, and bus stop

i. Corroded legs on the St John's Road bus stops had been refurbished.

ii. The bollards on St John's Road had been refurbished. One bollard remained on a tilt and it was not proposed to address this at this time.

Chairman's signature: .....

04. Village Hall Committee matters

Cllr Corrigan-Davies reported on Village Hall matters. The Hall was just ticking over due to Covid-19 restrictions. Events able to continue included play groups and boot camps, a weekly yoga, and weekly music group.

05. Church

Nothing to report.

20/115 Highways

01. Update on outstanding matters

- i. A damaged cover in Westfields had been reported by Cllr Cullen to Anglian Water and was due to be repaired shortly.
- ii. The Highways had stated that the clearing of weeds from kerbs and would not be possible during the next ranger visit as Tilney St Lawrence has yet to receive its second weed killer treatment. If the weeds were to be removed now, the weed killer when it was applied wouldn't kill the weeds roots and they would grow again.
- iii. The Chairman reported that the Tilney cum Islington Village signs had been promised for this week. The company was well behind schedule due to having a backlog of work.

02. New matters

- i. None.

20/116 Finance

01. Bank balances as 05 October 2020 were noted.:

- Treasurer's Account – £3,164.68.
- Business Instant Access - £35,646.74
- Unity Trust – £1,476.85
- Total - £40,288.27

02. Bank reconciliation

It was **resolved** to approve the September bank reconciliation.

03. Payments & receipts to 05 October 2020.

*Table 1: expenditure to 05 October 2020*

| Payee/Payer   | Transaction Description                       | Net £           | VAT £    | Gross £         |
|---------------|---|-----------------|----------|-----------------|
| Mr Dave Large | Clean down & refurbish St John's Road bollard | 110.00          | -        | 110.00          |
| Mr Dave Large | Clean down & refurbish corroded bus stop legs | 160.00          | -        | 160.00          |
| PWLB          | CCTV Loan Repayment                           | 571.05          | -        | 571.05          |
| Clerk         | Salary September - SCP 22                     | 575.60          | -        | 575.60          |
| Clerk         | Correction of backdated pay                   | 6.15            | -        | 6.15            |
| Clerk         | Home office allowance September               | 22.90           | -        | 22.90           |
| HMRC          | PAYE 2nd Qtr.                                 | 102.20          | -        | 102.20          |
| Unity Trust   | Service Charge                                | 18.00           | -        | 18.00           |
|               | <b>Total</b>                                  | <b>1,565.90</b> | <b>-</b> | <b>1,565.90</b> |

- i. It was **resolved** to approve payments as above and for signatories to authorise payments as required. Cllr B. Ayres and Cllr Rayner were to authorise bank payments.
- ii. The following receipts were noted: September bank interest £16.12.
- iii. It was **resolved** to approve the quarterly bank reconciliation.
- iv. It was **resolved** to approve the 2<sup>nd</sup> quarter budget review. It was noted that all categories were within budget.

20/117 Planning applications

None.

20/118 The following planning application decisions were noted

- i. 20/01014/F: The Orchards Mill Lane, PE34 4QE. Removal of agricultural occupancy restriction. Application Permitted
- ii. 20/00972/LDP: Nolans, 22 Magdalen Road, PE34 4RE. Application for a Lawful Development Certificate for the proposed conversion of single garage into bedroom and utility room. Would be lawful. Delegated decision

20/119 General correspondence

- i. Temporary road closure Wiggshall St Germans. It was noted this had now reopened.
- ii. It was **resolved** to put a Nexus Fostering poster on the website and pass to the Village magazine

Chairman's signature: .....

- iii. The latest Norfolk ALC Bulletin was noted.
  - iv. The Norfolk ALC Wellbeing Save Food Waste Tips was noted.
- 20/120 The Chairman reported on Borough and County Council issues:
- i. Construction of new pontoons under the 'Sail the Wash' scheme were proceeding.
  - ii. The old cottage building on the quay was being turned into foreshore facilities to encourage the use of the pontoons.
  - iii. The ferry was now running under new operators with traffic starting to increase.
- 20/121 It was noted that the matter of the Tilney cum Islington signs had been dealt with under Highways matters (min. 20/115 01.iii.).
- 20/122 It was noted that a discussion on proposed changes to the planning system had been dealt with under the Chairman's report (min. 20/114 01.i-iii.).
- 20/123 The clerk reported on a verbal response from the local highways' engineer to suggestions put forward by the Parish Council for consideration as NCC Parish Partnership projects:
- i. It was considered infeasible to make Church Road one-way. This would require unanimous residents' support and was considered likely to increase speeding on the road. A written response was to be provided by the highways' engineer.
  - ii. A written quote for a trot along Church Road was to be provided by the highways' engineer and this would be raised for consideration at the next meeting. The Chairman noted that in the event the scheme went forward the detailed plans for the trot needed to be agreed with the Parish Council.
- 20/124 Items for the next meeting's agenda
- i. To consider a highways quote for a trot along Church Road and whether this should be submitted as a NCC Parish Partnership project.
- 20/125 It was **resolved** for the next ordinary meeting to take place 7.00pm, Monday, 02 November 2020 via remote attendance
- 20/126 The chairman closed the meeting at 19:46hrs.