

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

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

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

20/146 Apologies were received from Cllr. D. Emsworth. Also, Cllr Greenwood, Cllr Place, and Cllr. Savage were not in attendance.

20/147 No declarations of interest were received

20/148 There were no members of the public present to make representations

20/149 A presentation on Neighbourhood Planning was deferred until a future meeting.

20/150 It was **resolved** to approve the minutes of the meeting held on 02/11/2020

### **Cllr Rayner left meeting at 19:03**

20/151 The following correspondence on Police matters were noted

- i. Superintendent's district briefing
- ii. Money scam warning
- iii. Latest Police Connect scam alerts
- iv. Message from T/Supt Nathan Clark

20/152 Clerk's report and matters arising from previous meetings

01. The website had been updated.
02. An invoice for £300 had been submitted to the Village Hall committee for its contribution to grass cutting around the Village Hall for 2019/2020 [remittance had since been received].
03. The grass cutting contractor had been informed about keeping the contract for next year.
04. There had been an expression of interest through the website in becoming a member of the council. An application form has been sent to them for completion. Subject to an application being received in time, a co-option will be arranged for the January Parish Council meeting.

20/153 Reports

01. Chairman's report
  - i. The Baden Powell cockling boat was undergoing winter maintenance at the Travis Perkin's yard. The project had received heritage lottery funding.
  - ii. It was expected that a COVID-19 vaccination centre would operate from the QEII hospital.
02. Footway lighting  
Nothing to report
03. Footpath, tree, and bus stop
  - i. The chairman would inspect footpath #1.
04. Village Hall Committee matters  
Cllr Corrigan-Davies reported that under Tier 2 only the Skylarks were using the hall. There had been interest from a bootcamp group once COVID-19 restrictions were lifted, subject to committee approval and adequate insurance being in place
05. Church  
Cllr B. Ayres, Cllr C. Ayres, and Cllr Jones had laid the wreath from the Council on Armistice day

20/154 Highways

01. Update on outstanding matters
  - i. The Magdalen Road sign at Lords Bridge had been replaced.
  - ii. The Highways Officer had stated that the footway outside 56 Magdalen Road was scheduled for repair.
  - iii. Highways had stated that the kerb damage outside the Buck Inn on Church Road had been resolved ref. ENQ900169756. It was noted that cones needed removing.
  - iv. Highways had stated that the damaged road surface on Magdalen Road 20 yards from Fleet Timber had been inspected and that they would resolve the problem ref. ENQ900170872.
  - v. Freebridge Housing Association had acknowledged receipt of the complaint about the overgrown in the garden of 67 St John's Road obstructing the pavement on Westfield Close.

Chairman's signature: .....

A response from the tenancy team was awaited.

02. New matters to be reported
  - i. Pothole opposite Fairfield house adjacent to footpath no. 1 to be reported again.
  - ii. Pothole opposite 79 Church Road, tennis ball size. To be reported.
  - iii. A name board had dropped off junction at Fen End. To be reported.

#### 20/155 Finance

01. Bank balances as 07 December 2020 were noted:

- Treasurer's Account – £3,892.95.
- Business Instant Access - £32,708.81
- Unity Trust – £500.00
- Total - £37,101.76

02. Bank reconciliation

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

03. Payments to 07 December 2020.

Payee/Payer	Transaction Description	Net	VAT	Gross
Eon UK plc	Streetlight Electricity 01/10/20-31/10/20	£ 101.95	£ 5.10	£ 107.05
Heronwood Landscapes	Grass cut TSL Small areas, dyke & footpath 08 October	£ 103.00	£ -	£ 103.00
Heronwood Landscapes	Grass cut TSL Village Hall 08 October	£ 126.00	£ -	£ 126.00
Heronwood Landscapes	Grass Cut TCI	£ 10.00	£ -	£ 10.00
Clerk	Salary November - SCP 22	£ 576.44	£ -	£ 576.44
Clerk	Home Office November	£ 22.90	£ -	£ 22.90
PWLB	Streetlights loan repayment	£ 784.45	£ -	£ 784.45
Eon UK plc	Streetlight electricity 01/11/20-30/11/20	£ 98.66	£ 4.93	£ 103.59
<b>Total</b>		<b>£1,823.40</b>	<b>£ 10.03</b>	<b>£1,833.43</b>

It was **resolved** to approve payments as above Cllr B. Ayres and Cllr Rayner were to authorise bank payments.

04. The following receipts were noted: bank interest £14.75; brickyard rent: £354.57

#### Cllr Rayner returned to meeting at 19:24

05. 2021/2022 budget

- i. The 2021/22 draft budget was considered, and the following points noted:
  - It was forecasted that for 2020/21 expenditure would be almost £3,000 less than budget, and mainly due to Community Infrastructure Levy (CIL) payments, receipts would be over £1,400 higher. If the forecast was realised, this would provide a surplus for the year of £5,570. £4,364 higher than budgeted. The reduction in expenditure meant that general reserves would recover faster than anticipated and were now predicted to be around 93% of anticipated expenditure. This was at the higher end of recommended levels of between 50% and 100% of expenditure (target 75%, budget 2020/21 69%).
  - The Parish Council's tax base had increased from £465.20 to £480.50. Keeping the Precept at the same level would mean that the precept per elector Band D would reduce from £50.32 to £48.71 for 2021/22, a 3.2% reduction.
  - The Council Tax Support (CTS) grant had been reduced from £298 to £289. The Borough Council had given notice that this would be the last year that such a grant would be provided.
  - It was **resolved** that a provision should be added to the subscriptions budget to allow for a contribution for a subscription for pdf handling software.
- ii. It was **resolved** that the clerk investigate whether the PWLB loans could be repaid early.
- iii. It was **resolved** to further consider the 2021/211 budget at the January meeting.

#### 20/156 Planning applications

- i. 20/00124/TPO: Aylmer Hall Farm, 110 Church Road. 2/TPO/02176: T1 Horse Chestnut Tree - Fell and replant with a replacement. It was **resolved** to make no comment.
- ii. 20/00114/TPO: The Pines, New Road, PE14 7RX. 2/TPO/02173: T1- Lime, remove deadwood, Crown clean & Crown raise to 5 meters T2- Pine, Remove 2 lowest branches they are both dead T3-Pine, Crown raise to match T2 crown height. It was **resolved** to make no comment.

- 20/157 Regarding planning application 20/011664/F: Waterworks House, 16 St John's Road, PE34

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4QL. Construction of outbuilding with change of use to joinery workshop and store. Retrospective. The following Parish Council comment was submitted in accordance with the Council's Planning Policy:

*If planning approval is to be granted:*

1. *Conditions providing for dust control should be included, particularly given the residential nature of the area.*
2. *Conditions providing for the mitigation of noise from any machinery to be used should be put in place. Also, specified operating hours for the facility should be included.*

- 20/158 The following planning application decision was noted:  
20/00324/LDE: 10 Spice Chase, PE34 4RD. Continued use of land for two caravans as incidental accommodation occupied in connection with the main house. Decision: Was/would be lawful.
- 20/159 The following general correspondence was noted:
- i. Census engagement noted.
  - ii. Freebridge Community Housing media release.
  - iii. Covid-19, councillor and parish council update
  - iv. West Norfolk, Early Help Roundup.
  - v. Older people survey
  - vi. Local Government Ethical Standards consultation – to be circulated
- 20/160 The Chairman reported on the following Borough and County Council matters.
- i. Recent discussions had mainly been on COVID-19 related issues.
  - ii. Discussions had taken place about improving the effectiveness of meetings.
  - iii. A new £26m pumping station would open at Eau Brink in May 2021. This would be the largest and most efficient in the country.
  - iv. The largest number of ships were now coming into the port.
- 20/161 NCC Parish Partnership Scheme
- i. Without accepting the reasons given, it was noted that the Highways' Officer had put forward the following justification for the high cost for a new trod on Church Road (£74,300 for Church Road trod as opposed to £15,500 for High Road, Tilney cum Islington trod paid in 2016).
    - It was stated that unlike Church Road, the High Road had previously been kerbed.
    - Church Road trod would be approximately three times the length of the High Road trod.
    - The quote for the High Road was not intended to be for both sides of the road. This had been agreed as a gesture of goodwill by Highways, after the matter had been disputed.
    - Inflation
  - ii. Subject to obtaining the required Highways notices etc. it was stated that there was no reason why a suitably qualified private contractor could not undertake the works for the trod. Due to the likely cost, there would be a requirement for the Parish Council to properly tender for the works. The Chairman was to check the reasonableness of Highways' quote with a local contractor.
- 20/162 Proposed meeting dates for 2021 were circulated. These were to be confirmed at the next meeting.
- 20/163 Matters for the next meeting
- i. Church Road Trod
  - ii. Confirm meeting dates for 2021.
  - iii. Consideration of annual subscription for remote meeting software.
  - iv. Consideration of a contribution to an annual subscription for pdf handling software.
- 20/164 It was **resolved** for the next ordinary meeting to take place 7.00pm, Monday, 11 January 2021 via remote attendance
- 20/165 The chairman closed the meeting at 20:04 hrs.

Chairman's signature: .....