

Minutes of the meeting of Tilney St Lawrence Parish Council, held 7pm Thursday, 01 July 2021, in the Village Hall.

Present: Cllr B Ayres (chairman), Cllr C Ayres, Cllr. J. Corrigan-Davies, Cllr P. Cullen (vice-chairman), Cllr. J. Day, Cllr H. Greenwood, Cllr D Jones, Cllr G Place, Cllr. D Rayner, Mr R. Smith (clerk), one member of the public

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

21.142. Apologies were received from Cllr Emsworth and Cllr Savage.

21.143. No declarations of interest were received.

21.144. A member of the public present wished to make a representation to the Council.

01. A family Sunday Fun Day had been arranged for 08 August to take place in the Village Hall and on playing field. There would be stalls, inflatables, ice cream van, fancy dress and other activities. Profit from the event would be donated to MacMillan Cancer Support Coffee Morning.

02. It was agreed, subject to ratification at the next meeting, that the Parish Council would refund the cost of five cases (x24 bottles) of bottled water @ ~ £1.79 per case.

03. It was agreed to advertise the event on the website, details of which were to be forwarded to the clerk.

21.145. It was **resolved** to approve the minutes of the meeting held on 07/06/2021

21.146. The following Police matters were noted.

01. Police Parish Newsletter.

02. Norfolk County Community Safety Partnership (NCCSP) consultation.

21.147. The clerk reported the following matters.

01. Annual Governance & Accountability Return had been submitted to external auditors.

02. The website had been updated including publishing the notice of electors' rights, the unaudited Annual Return, other financial information, and meeting dates up to and including the Annual Meeting.

03. The co-option policy had been readopted as resolved and published on the website.

04. The notice of electors' rights and meeting dates had been posted on the TSL notice board.

21.148. Reports

01. Chairman's report

i. The chairman reported that matters were very quiet at the Borough Council as summer recess approached.

ii. The Tilney cum Islington village gateways signs had been completed and the chairman would be fitting them to the gateways soon.

iii. Zip drives holding Parish Council policies and procedures were to be provided to Cllr Dix and Cllr Jones.

02. Footway lighting

i. Nothing to report.

03. Footpath, tree, and bus stop.

i. Damage to footpath outside 67 St John's Road caused by tree roots to be reported to Highways.

04. Village Committee matters

i. Bookings had been steadily increasing including a wedding booking for next week.

ii. A discussion about the defibrillator at the Village Hall ensued. [It has since been confirmed that the pads and batteries are all in date and it is registered with the central database. At no time since its purchase has the defibrillator been out of commission. The William Day Centre and the Village Committee will continue with their responsibility of maintaining the equipment in accordance with requirements].

05. Church Report

i. See appendix 1.

ii. The chairman confirmed that the churchyard maintenance grant of £800 would be payable on request for 2021/22.

iii. It was queried whether the previous year's churchyard grant had been paid. [It is confirmed that payment of the churchyard maintenance grant for 2020/21 amounting to £800 had been

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paid into the Parochial Church Council's (PCC) bank account as requested by the PCC treasurer on 12/05/2020].

21.149. Highways matters.

01. Outstanding matters

- i. The highways officer had reported that the cow parsley along Magdalen Road affecting the signage and visibly splay from the Spice Chase junction was due to be cut imminently.

02. New matters

- i. Damage to footpath outside 67 St John's Road caused by tree roots to be reported.

21.150. Finance

1. The following bank balances as 01 July 2021 were noted: Treasurer's Account £5,000.00; Business Instant Access £44,446.89; Unity Trust £1,742.15; Total £51,189.04.
2. It was resolved to approve the June bank reconciliation.
3. It was resolved to approve payments to 01 July 2021 as below. Cllr Ayres and Cllr Rayner agreed to authorise bank payments.

Payee/Payer	Transaction Description	Net £	VAT £	Gross £
Heronwood Landscapes	Grass cut TSL small areas & footpath 07/05 &	111.00		111.00
Heronwood Landscapes	Grass cut Westfields 07/05 & 20/05	140.00		140.00
Heronwood Landscapes	Grass cut Village Hall areas 07/05 & 20/05	202.00		202.00
Clerk	Home office allowance June	22.90		22.90
Clerk	Adobe Acrobat subscription contribution	4.22	0.84	5.06
Clerk	Travel - June Parish Council meeting	11.25		11.25
Staff	Salaries	695.84		695.84
HMRC	PAYE	10.20		10.20
Litter Picking	Gloves	5.50		5.50
Chairman	Mr Signs Ltd - TCI Gateway signage	32.00	6.40	38.40
	Total	1,234.91	7.24	1,242.15

04. The following receipts were noted: bank interest £12.20; brickyard rent £354.86.

05. It was **resolved** to delegate authority to the chairman for budgeted payments required to be made in August during Council's recess. These payments will be reported to the September meeting.

21.151. Planning applications

01. 20/01903/NMA_1: Plot 2 Spice Chase. Non-material amendment 20/01903/F. Proposed dwelling. It was **resolved** to make no comment.
02. 21/01089/LDP: Duncans Farm, Bungalow Lynn Road Tilney All Saints, PE34 4RU. Certificate of lawfulness. It was **resolved** to make no comment.
03. 21/00490/LA_VAR: 1 St John's Road. Variation of a premises licence. It was **resolved** to make no comment.

21.152. The following Borough Council planning decisions were noted.

01. 21/00790/F: Bramble Cottage, 34 Magdalen Road, PE34 4RE. Creation of a drop kerb. Permitted.
02. 19/02166/F: Quaker Farm Bungalow, 35 High Road, Tilney cum Islington, PE34 3BL. Retrospective application for permission for a caravan occupied by agricultural worker and a caravan sited adjacent which is used for domestic storage. Refused.

21.153. The following general correspondence was noted:

01. Complaints received about modifications to the buildings at the rear of the village shop not in line with the approved planning application and the shed at the front were to be checked with the planning authority.
02. The Borough Council's local plan review briefing was noted.
03. Councillors wishing to support the build of a new replacement hospital at King's Lynn could make individual representation as they saw fit.
04. Information on lighting beacons to celebrate the Queen's platinum jubilee was noted.
05. The Borough Council's Coronavirus update was noted.
06. The County Council's Coronavirus update was noted.

Chairman's signature:

- 07. It was agreed to include information received from U3A Downham Market & District on the Parish Council's website.
- 08. Information and questionnaire about the governments Welcome Back Fund was noted.
- 09. A Norwich Western Link project update was noted
- 21.154. Borough or County Council matters.
 - 01. The chairman reported that Cllr Brian Long was no longer leader of the Borough Council. The position was now held by Cllr Stuart Dark.
- 21.155. There were no requests for items to be included on the next agenda.
- 21.156. In accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2), it was **resolved** to move into closed session.
- 21.157. The clerk reported on quotes received for non-metered electricity supply for the Parish footway lights. Given that quotes were only valid on the day of issue, it was **resolved** to delegate authority to the clerk to conclude an agreement for the cheapest 36-month supply contract.
- 21.158. It was **resolved** to obtain further quotes for a replacement notice board at Tilney cum Islington, including for steel framed versions. To be considered at the next meeting.
- 21.159. A discussion to place regarding the use of the Old Brickyards farm tenancy. It was **resolved** for the clerk to further action matters relating to the Old Brickyards farm business tenancy as appropriate.
- 21.160. It was **resolved** to increase the hours for the litter picker by 1 hour per week.
- 21.161. It was **resolved** to obtain an ID tag / lanyard for the litter picker.

The chairman closed the meeting at 20.44hrs.

CHURCH REPORT JULY 2021

1. The Church has been in use for the past 4 Sundays, with approximately 7 persons or thereabouts.
2. Many attempts at planting and growing flowers between the outside wall and the grass which lies between the wall and the pavement next to the road.
3. Next flag has been replaced with a large English Type of red cross which should waive itself and show itself nicely in the breeze.
4. We have heard from the big boys in Eye that only one vacancy can be held by one person. i.e. I can only hold Church Warden but not Treasurer. So this time I have to give up Treasures positions so I am only a Church Warden as before.
5. Can you tell us please whether we need Planning Permission to rebuild the Front Wall of the Church Yard or can we demolish the existing and rebuild the new.
6. Can you please tell us if our normal £800 is normal and available.
- 7.