

## Minutes of the meeting of Tilney St Lawrence Parish Council, held 19.00hrs Monday, 06 September 2021, held in the Village Hall.

**Present:** Cllr B Ayres (chairman), Cllr C Ayres, Cllr P Cullen, Cllr J. Day (vice-chairman), Cllr M. Dix, Cllr H. Greenwood, Cllr D Jones, Mr R Smith (clerk), two members of the public

**Absent:** Cllr J Corrigan-Davies, Cllr D Emsworth, Cllr G Place, Cllr D Rayner, Cllr R Savage.

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

21.162. Apologies were received from Cllr Emsworth, Cllr Corrigan-Davies, and Cllr Place.

21.163. No declarations of interest were received.

21.164. One member of the public present wished to make a representation to the Council.

01. The Village Committee wanted to reassure the Parish Council about the defibrillator. This was fully working and registered on the national data base. Whilst previously the pads had technically passed their expiry date, the manufacturers had confirmed that they were still safe to use. The pads had since been replaced. At no time had the defibrillator been out of action.

02. In his role as chairman of the Village Committee, Cllr Cullen stated that the matter of the defibrillator was raised at every meeting of the committee.

21.165. It was **resolved** to approve the minutes of the meeting held on 01/07/2021

21.166. The following Police matters were noted.

01. Operation Randall update, as circulated to councillors.

21.167. The clerk reported the following matters.

01. The website had been updated including notice of conclusion of audit.

02. Planning comments had been submitted, as resolved.

03. The litter picker's hours had been increased by 1 hour / week, as resolved.

21.168. Reports

01. Chairman's report

i. It was confirmed that the Church had received £800.00 churchyard grant for 2020/21. The grant for 2021/22 had now been requested. To be considered under finance matters.

ii. The new Islington pumping station had been successfully tested pumping into the River Ouse.

iii. The Borough Council was shortly to consider a motion declaring a climate emergency. The Council had moved its supervisors to electric cars and had utilised government grants to upgrade its buildings, so they were very low carbon emitters.

02. Footway lighting

i. Nothing to report.

03. Footpath, tree, and bus stop.

i. It was noted that despite assurances, NCC Highways had still not addressed overgrown trees and vegetation between the Church and the Antioch bridge (see minute 21.149.02.ii).

04. Village Committee matters

i. A report received from Cllr Corrigan-Davies was read out by the clerk. It was reported that bookings were going very well, with several clubs and activities returning, plus new interest being received. Several potentially expensive maintenance issues had arisen, including a water leak, for which quotes were being sought. Fundraising events were being planned to help finance works, with a return to bingo night this month.

ii. Cllr Cullen read out a written report (see appendix 1).

05. Church Report

i. Nothing to report.

21.169. Highways matters.

01. Outstanding matters

i. Footpath cracking outside 67 St John's Road (junction with Westfields) from tree roots had been reported, ENQ900192341. NCC Highways had inspected and were going to resolve the problem. After investigation they had confirmed that action was required and that defects were scheduled for repair. On average works took approximately 6 weeks to complete.

02. New matters

i. The Highways Rangers were scheduled to visit the Parish soon.

Chairman's signature: .....

- ii. The matter of overgrown vegetation between the Church and the Antioch Bridge was to be reported to the Rangers for action.
- iii. Complaints had been received about the path between Spice Chase and the Village being overgrown and significantly narrowed by vegetation. To be reported to the Rangers for action.

21.170. Finance

- 01. The following bank balances as 06 September 2021 were noted: Treasurer's Account £5,101.94; Business Instant Access £40,512.77; Unity Trust £3,291.80; Total £48,906.51.
- 02. It was **resolved** to approve the July bank reconciliation and cash book.
- 03. It was **resolved** to approve the August bank reconciliation and cash book.
- 04. It was **resolved** to ratify payments within budget as below made to 05 August 2021, as previously approved by the chairman under delegated authority (minute 21.150.05).

Payee/Payer	Transaction Description	Net £	VAT £	Gross £
Eon UK plc	Electricity 01/06/21-30/06/21	98.66	4.93	103.59
Eon UK plc	Electricity 01/07/21-31/07/21	101.95	5.10	107.05
Mrs Claire Webber	Booker.co.uk Drinks for fun day	8.95	1.79	10.74
Heronwood Landscapes	TCI Grass cut around village Sign	20.00		20.00
Heronwood Landscapes	Grass cut TSL small areas 07/06 & 21/06	96.00		96.00
Heronwood Landscapes	Grass cut TSL footpath 21/06	15.00		15.00
Heronwood Landscapes	Grass cut Village Hall areas 07/05 & 23/05	250.00		250.00
Heronwood Landscapes	Grass cut Westfields 07/05	70.00		70.00
Staff	Payroll	703.84		703.84
Clerk	Home office allowance July	22.90		22.90
Clerk	Adobe Acrobat subscription contribution	4.22	0.84	5.06
Clerk	Travel	13.50		13.50
<b>Total</b>		<b>1,405.02</b>	<b>12.66</b>	<b>1,417.68</b>

- 05. Following a request from the treasurer of the Tilney St Lawrence Parochial Church Council, it was **resolved** to agree the annual churchyard maintenance grant for £800.00 in accordance with LGA 1972, S.214, as budgeted and as included in payments table below.
- 06. It was **resolved** to approve payments to 06 September 2021 as below. Cllr Ayres and Cllr Rayner to authorise bank payments.

Payee/Payer	Transaction Description	Net £	VAT £	Gross £
Heronwood Landscapes	Strim grass around village sign 12/05 &	20.00		20.00
Heronwood Landscapes	Strim grass around village sign 08/07 &	20.00		20.00
Heronwood Landscapes	Grass cutting 09/07 & 22/07	106.00		106.00
Heronwood Landscapes	Grass cut TSL small areas 08/07 & 16/07	96.00		96.00
Heronwood Landscapes	Grass cut dyke at Village hall	20.00		20.00
Heronwood Landscapes	Grass cut Village Hall areas 08/07, 16/07,	320.00		320.00
Heronwood Landscapes	Grass cut Westfields x2	140.00		140.00
PKF Littlejohn LLP	External audit	200.00	40.00	240.00
TSL PCC	Churchyard maintenance grant (LGA 1972	800.00		800.00
TSL PCC	Church guide publication grant (LGA 1972	50.00		50.00
Staff	Payroll	735.84		735.84
Clerk	Home office allowance August	22.90		22.90
Clerk	Adobe Acrobat subscription contribution	4.22	0.84	5.06
Yü Energy	Streetlight electricity	18.01	0.90	18.91
Yü Energy	Streetlight electricity	79.08	3.95	83.03
Longstaff	Advice on FBT Agreement	180.00	36.00	216.00
<b>Total</b>		<b>2,812.05</b>	<b>81.69</b>	<b>2,893.74</b>

- 07. Receipt of £22.44 bank interest was noted.
- 08. It was **resolved** to note the agreed electric supply contract for footway lighting as delegated to the clerk to negotiate (minute 21.157).

Chairman's signature: .....

09. It was **resolved** to note receipt of the external auditor's report and certificate and that no matters of concern were raised.
- 21.171. Planning applications
01. 21/01542/RM: land Between 89 & 93 High Road Tilney cum Islington. Outline application for proposed semi-detached houses. It was **resolved** to support the application as legitimate infill.
  02. 21/01524/F: The Granary 33 Church Road, PE34 4QQ. Proposed barn conversion to a single dwelling. It was **resolved** to request that if planning permission were to be granted, the original architectural features of the red brick columns integral to the original building be retained.
  03. 21/01411/F: land north of Ifields 46 High Road, PE34 3BN. Residential bungalow. It was **resolved** to object to the application because a bungalow within a designated flood plain was considered unsafe. Also, because the plans indicated an overdevelopment of the site.
  04. 21/01743/LB: Islington Hall Farm Islington Green Tilney All Saints, PE34 4SB. Conversion alteration and extension of existing outbuildings to form 2 new holiday lets with parking off an existing access. Listed Building Application. It was **resolved** to support because it helped employment in the area.
- 21.172. The following Borough Council planning decisions were noted.
01. 21/01167/F: Eastfield Barn, Chapel Road, Tilney Fen End, PE14 8JL. Erection of single-storey side extension. Permitted.
  02. 20/01903/NMA\_1: plot 2 Spice Chase. 20/01903/F: Proposed dwelling. Permitted.
  03. 21/00409/F: land North of 67A School Road. Proposed 2-storey dwelling. Permitted.
  04. 21/00653/LDE: land and former semi-detached cottage buildings at 30 And 32 Workhouse Lane. Demolition of existing dwelling and construction of replacement dwelling. Lawful.
- 21.173. Alleged planning breach
01. It was **resolved** to refer complaints about a garage in Spice Chase being allegedly used for accommodation to BCLWN planning enforcement.
- 21.174. The following general correspondence were noted:
01. Notification of A47 Work
  02. Local Plan consultation.
  03. Share certificate from Norfolk ALC
  04. BCKLWN Gambling Act Statement of Principles Consultation
  05. NCC Briefing note 26 August 2021
  06. Household Hazard Waste Leaflet
  07. Know before you throw poster
  08. Councillor and Parish Council Update – 3 September 2021. As circulated to councillors.
  09. Emergency Road Closure due to burst water main School Road from 40m east of its junction with Church Bank for 40m eastwards in the Parish of Marshland St James will be temporarily prohibited from 05 to 10 September 2021
- 21.175. To receive and consider Borough and County Council Issues
01. The chairman agreed to check with the Portfolio holder about reportedly poor signage to Lynn Sports centre.
- 21.176. To consider date for parish visit by leader of the Borough Council.
01. The chairman would contact local businesses about dates for a visit.
- 21.177. CCTV
01. It was **resolved** to appoint Cllr Corrigan-Davies as an authorised monitor for the Parish Council's CCTV system.
  02. Cllr Corrigan-Davies to be duly informed and sent a copy of the CCTV policy for signature and return to the clerk.
  03. A current authorised operator for the Village Committee had agreed to provide initial instructions on use to Cllr Corrigan-Davies.
- 21.178. It was **resolved** to revise the Parish Council's Code of Conduct so that it mirrored the Borough Council's equivalent document.

Chairman's signature: .....

21.179. To consider items for the next agenda.

01. Update on the Parish Council's neighbourhood plan application.

21.180. It was **resolved** to move into closed session on the grounds of confidentiality by virtue of the Public Bodies (Admission to Meetings) Act 1960 s.1(2)

**Two members of the public left the meeting at 20.02hrs.**

21.181. Replacement notice board at Tilney cum Islington

01. It was **resolved** to approve the purchase of a hard wood lockable notice board inscribed 'Tilney cum Islington' @ £1,147.89 + VAT. Plus the cost of installation to be arranged by the clerk.

21.182. It was **resolved** for the clerk to initiate matters relating to the Parish Council's farm business tenancy as appropriate [confidential, as matters relate to commercial negotiations].

**The chairman closed the meeting at 20.30 hrs.**

Chairman's signature: .....

ROB

VILLAGE HALL REPORT

THINGS ARE SLOWLY GETTING BACK TO NORMAL  
THIS PLAY GROUP STARTED BACK TOOMY  
EVERY SATURDAY CHILDRENS SPORTS ARE HELD  
FROM 9-11 AM EVERY WEEK,

THERE'S A CHILDRENS DANCE EVERY THURSDAY  
NIGHT FROM 4.30-7.30 WE ARE DOING  
OUR BIT TO CATER FOR THE YOUNGSTERS IN  
OUR VILLAGE, BUNDS ARE STARTING THIS MONTH  
ON THE 16<sup>th</sup>. FOLLOWED BY A COUNTRY &  
WESTERN EVENING ON THE FRIDAY 17<sup>th</sup>

REGULAR BOOKINGS ARE DANCE MUSIC LESSONS  
A WEDDING IS BOOKED FOR SATURDAY THE 18<sup>th</sup>  
SIX SURVIVORS ARE BACK ON SUNDAY NIGHTS  
ON MONDAY THE 20<sup>th</sup> THIS MONTH THERE IS A  
M.E.M. OF THE VILLAGE HALL COMMITTEE

Rob