

The Tilney St. Lawrence Parish Council

Serving the villages of Tilney St Lawrence, Tilney cum Islington and Tilney Fen End

Minutes of The Parish Council meeting held on Monday 5th September 2016 in the Village Hall, Tilney St Lawrence at 7.30pm.

Councillors in attendance: B.Ayres (Chairman), C.Ayres, D.Calton, P.Cullen, J.Day, D.Jones (Vice-Chairman), E.Jones, J.McManus, G. Place, A Sapey, R Savage.

Clerk: R.Smith

Public: None present.

Action by:

16/136 Absences, apologies and reasons for absence

Cllr Mills was absent from the meeting.

16/137 Declarations of interest in items on the agenda.

There were no declarations of interest.

16/138 Minutes of the previous meeting.

The minutes of the previous Council meeting held on 4th July 2016 were AGREED by Councillors and signed by the Chairman as an accurate record.

As there were no members of the public present the meeting was not adjourned.

16/139 Clerk's report/matters arising not covered by the agenda.

.01 Casual Vacancy.

- i The current two vacancies had been posted on the website.
- ii A Westfield resident had been contacted regarding becoming a councillor, but was unable to apply due to work commitments.
- iii No applications had been received to date.

.02 Parish Council Website

- i A united against abuse poster had been put on the website.
- ii A poster about private pumping stations had been put on the website.

.03 On-line banking

- i Risks to be assessed with Chairman and Vice-Chairman prior to a resolution being put to members.

Clerk

.04 Software and Data Security

- i A 30-day trial copy of Office 365 had been obtained.
- ii Files were now stored on OneDrive cloud. Local copies were also held.
- iii Trial to be extended by 30 days before purchase @ £93.60 + VAT.

Clerk

.05 Correspondence

- i A reply had been written to elector regarding grass verges.
- ii Cllr Long had the matter of food caddy bags in hand.

.06 Dog bin

- i Cllr Sapey offered to undertake the installation of the dog bin.
- ii After installation, the equipment needed to be returned to Earth Anchors.

Cllr Sapey
Clerk

.07 Bus stop signs & vandalism

- i £270.00 had been received from insurers to settle claim.

.08 Electricity for Street Light

- i Eon's final invoice up to 7th July had been received.
- ii An invoice from Yü Energy for supply from 7th had yet to be received.

.09 Streetlights

- i The day burner at 54 Chapel Road, TFE had been reported to Eon.
- ii Faulty streetlight at 24 Westfields had been reported to Eon.

.10 Grass Cutting.

- i Heronwood would now be cutting the grass around the Tilney cum Islington sign at an ongoing cost of £10 per cut.

Chairman's signature:

	ii	The headland at the end of footpath No.1 had been cut.	
.11		Highways Matters	
	i	The obscured 30mph sign into TCI had been addressed.	
	ii	It appeared that weed killer had been applied to the overgrown footpath opposite the pumping station at TCI. Further work still required.	Clerk
	iii	The footpath from Spice Chase towards the village had yet to be cut.	Clerk
	iv	The 30/50mph sign obscured due to vegetation, on Church Road heading towards TSL had been addressed.	
	v	Gulleys along Magdalen Road/St John's Road had not been cleared.	Clerk
	vi	A new plan for receiving and spreading road planings on No.1 footpath needed to be agreed with Andy Wallace.	Clerk
	vii	Work on the Trod in TCI had been completed.	
	viii	The dropped drain on Magdalen Road had finally been addressed.	
	ix	The drain opposite 15 Westfields, still required addressing as grass was growing out of the drain.	Clerk
.12		Planning	
	i	A possible planning infringement on Magdalen Road had been reported to planning enforcement.	
16/140		Police Matters – Cllr D. Jones reported:	
	i	Nothing had been reported from the beat team.	
	ii	Information regarding the installation of speed monitoring for TCI was still awaited.	Cllr D Jones
16/141		Reports	
.01		Chairman's Correspondence	
	i	Work on the Saddlebow Bridge on the A47 would shortly commence and was likely to cause significant traffic congestion until March 2017.	
.02		Footway Lighting Report:	
	i	Nothing to report.	
.03		Footpath and Tree Report	
	i	A water leak on footpath No.1 had been reported and fixed.	
	ii	Tented encampment on recently demolished property on Church Road to be reported to the police.	Cllr D Jones
	iii	Children had been seen playing in abandoned car at the same location. To be reported to BCKLWN and a safety issue.	Clerk
	iv	Tree on the corner of Spice chase, outside No. 87 Magdalen Road to be reported as being in a dangerous condition.	Clerk
	v	Posters on litter picking to be removed from notice boards and website.	Clerk
	vi	Chairman and Vice-Chairman to consider traffic safety signage for new Post Office.	Cllrs Ayres /D Jones
	vii	Broadlands Housing Association to be contacted regarding rubbish in drive of No 73 High Road, TCI. Considered a health hazard.	Clerk
	viii	The hedges and grass on building plot between 89 & 93 High Road, TCI are grossly overgrown. Investigate ownership via planning applications and then write to owners.	Clerk
.04		Village hall report	
	i	Cllr Cullen read out his report, which other Councillors noted.	
	ii	The Chairman reported work on the converting part of the village hall into a new post office was going ahead.	
	iii	The Vice Chairman reported the lease agreement with the post-mistress was now in place and other agreements to be signed in the near future.	
.05		Highway matters	
	i	Pot holes outside 79 Church Road still not addressed.	Clerk
	ii	Road requires resurfacing at junction of Millfield Close & St Johns Road.	Clerk

Chairman's signature:

- iii Resurfacing of road required from Junction of St Johns Road/New Road and last bungalow in the village.
- iv Replacement of finger signs to be chased up with Highways.
- v Many of the dog fouling signs were reported as being unreadable. Investigate ownership and responsibility for replacement.
- vi Parish Council powers of enforcement for dog fouling/littering to be checked.

Clerk
Clerk
Clerk
Clerk

.06 Church report

- i Cllr Place read out his report, which other Councillors noted.
- ii In the interests of transparency, copy of the accounts for the village magazine to be requested from editor.

Clerk

16/142 Finance

.01 The following bank balances were noted:

- i Treasurers Account, balance as at 18/07/16 - £22,596.38
- ii Business Instant Access, balance as at 09/08/16 - £11,814.42

16/143 Payments

.01 Councillors APPROVED payments as listed below:

Invoice Date	Invoice No.	Name	Description	Cheque	Net	VAT	Total
08/07/2016	H132F331A2	Eon	Street light electricity (01/06-07/07/16)	DD	£ 227.31	£ 45.46	£ 272.77
30/06/2016	359	Heronwood	Grass cutting small areas in village	000907	£ 70.00	£ -	£ 70.00
30/06/2016	360	Heronwood	Cut and strim grass playing field	000907	£ 305.00	£ -	£ 305.00
31/07/2016	386	Heronwood	Grass cutting small areas in village	000907	£ 70.00	£ -	£ 70.00
31/07/2016	387	Heronwood	Cut and strim grass playing field	000907	£ 240.00	£ -	£ 240.00
		Clerk	Salary - July	000908	£ 395.20	£ -	£ 395.20
		Clerk	Salary - August	000908	£ 395.20	£ -	£ 395.20
		Clerk	Travel Expenses	000908	£ 22.05	£ -	£ 22.05
20/07/2016	SB08622	Mazars LLP	External Audit	000909	£ 200.00	£ 40.00	£ 240.00
		Total			£ 1,924.76	£ 85.46	£ 2,010.22

.02 Planning

i Applications

- 16/01535/F Mr Michael Hill, 554101 314352. Proposed single garage, 2 Glynrich Mews, Terrington St John. PE14 7RQ. Councillors AGREED to support the application as it offered improved off street parking.
- 16/01537/F Mr & Mrs Barker, 555820 316516. Retention of gates and wall, Holly Manor, Lynn Road, Tilney All Saints, PE34 4RT. Councillors AGREED to make no comment.
- 16/01352/F J. Goodley & Sons Ltd Land North of Salgate Farm, Islington Road, Tilney All Saints. Proposed stable/barn conversion (re-application following refusal 09/01175/F and appeal dismissal APP/V2635/A/2124630). Councillors AGREED to support the application as it made appropriate use of redundant buildings.

Clerk
Clerk
Clerk

ii Decisions

- 16/00101/O Sycamore Farm, Chapel Road, Tilney Fen End PE14 8JL – Outline application: Construction of brick built domestic property on garden land. Application withdrawn. 21/07/16.
- 16/00600/F Land NE of Westcroft New Road, TSL. Construction of a dwelling. Application refused, 21/07/16. Delegated decision.
- 16/00899/F Village Hall, Magdalen Road, PE34 4RF. Change of use from bathroom ancillary to Post Office space. Application permitted.
- 16/00750/F Windsor Farm 79 Church Road, PE34 4QQ Nature Pond and Field Shelter (Retrospective) Application Permitted 7 July 2016.

Chairman's signature:

- 16/00860/RM 1 Spice Chase, Tilney St Lawrence, PE34 4RD Reserved Matters Application: Two dwellings Application Permitted 7 July 2016.
- 16/00898/F Dunelm 31 School Road PE34 4QY Extension and Alterations to Bungalow Application Permitted 6 July 2016
- 16/00600/F Land NE of Westcroft New Road TSL Construction of a dwelling. Refused 21 July 2016 Delegated Decision

16/144 General correspondence

- i A letter had been received from Henry Billingham MP, regarding devolution proposals for Norfolk and Suffolk. The Chairman reported that government plans had now changed, so comment at this stage would be inappropriate.

16/145 Borough Council Issues

- i Nothing to report.

16/146 Norfolk County Council Issues

- i Nothing to report.

16/147 Transparency Fund Application

- i A proposed application to the Transparency Fund was APPROVED by councillors.

16/148 Village Identity Gates

- i Meeting with Andy Wallace still to be arranged.

16/149 Items for the next agenda

- i Online banking

16/150 Date of next meeting – 3rd October 2016

There being no other business the Chairman closed the meeting at 9:05 pm.

Clerk

Chairman's signature: