

WALPOLE ANNUAL PARISH COUNCIL MEETING

Minutes of the Annual Parish Council Meeting held at the Parish Hall, on the 10th of May 2023 from 8.00pm, following the Annual Parish Meeting

Present :

Councillors – Charles Boston (CBN), Richard Green (RG), Andy Bliss, (AB), Adrian Eveleigh (AE), William Brooks (WB), Heather Smith (HS), Richard Blunt (RB), David Lawty (DL), Charlene Campion (CC), Claire James (CJ) and Jan Luck (JL)
Cllr Kirk (JK) Clerk – Caroline Boyden (CB) 8 members of the Public

1. Election of Chairman – CBN was proposed by CC, seconded by RB and all in favour.
2. Election of Vice Chairman – CJ was proposed by CBN, seconded by DL and all in favour.
3. The clerk witnessed the signing of the Declaration of Office by the councillors.
Register of Interest and election spending forms to be completed by all councillors.
4. Welcome from Chairman to everyone with a special welcome to our new councillor Jan Luck, a thank you to Paul Blandford and the NDP team
Public Participation – to allow public participation (3 minutes per speaker, up to a maximum of 15 minutes in total), on agenda items only: NONE
5. Apologies - none
6. To remind all councillors of their duty to abide by the Code of Conduct.
The Chair reminded all councillors of their duty to abide by the Code of Conduct.
7. Declarations of Interest of any items on the agenda and to consider any requests for dispensations. RG re 23/00476/F – new vehicular access land south of the Walpole Substation, Walpole Bank. Note, no notification of this application received. JL and WB re item 10.9b.
8. Approval of the Parish Council Meeting held on the 11th of May 2022 were proposed by AB, seconded by WB and approved by all present at that meeting. The Parish Council Meeting minutes from the 6th of April 2023 were proposed by DL, seconded CJ and all in favour who were present at that meeting.
9. Matters Arising – to record matters arising from the last Annual Parish Council Meeting:
None.
Matters Arising from the April 22 meeting:
9.1 Neighbourhood Plan update – To decide on the Call for Sites, Green Spaces and Heritage Sites. After much debate the call for sites was agreed at 2/3 bedroom homes sited on roadsides i.e., no estate – proposed AB, seconded AE and all in favour.
It was decided that all comments for the Green Spaces and Heritage Sites should be put through the clerk, then Mr. Blandford proposed that a councillor take this on and AE offered to do this work on behalf of the Parish Council. All in favour.

9.2 ENSO – CJ advised that Patrick from ENSO was at last getting in touch with the planning department.

9.3 Litter and Dog mess – it was reported that this has improved in some areas but still bad around St. Peter’s Church. Continue the notices on Facebook and in the Crier.

10. To receive reports:

10.1 Councillors’ reports of villagers’ concerns, highway issues, allotments, and street lighting. Highways: RB expressed concern that more road closures were happening with little or even no notice. Complaints on these should be reported.

10.2 County and Borough Councillors reports – as reported during the Annual Parish Meeting earlier in the evening.

10.3 Clerk Report:

a. Finalised the Annual Governance & Accountability Return reports for 22/23 and internal auditor report was excellent.

b. The play area annual inspection will take place in June and a parish councillor needs to take on the fortnightly checks. JL offered to take this on and all in favour.

10.4 A complaint regarding dog mess on the playing field had been dealt with by the clerk

10.5 Village Crier – next issue closed for items on the 12.5.23

The website reported 593 views in April - Home – 238, planning 91, minutes 48, parish council 37, Walking 23, agendas 23, Useful info 11 and NDP 7.

CC reported that the Facebook page continues to show interest.

10.6 To receive updates regarding footpaths and circular walks – the cutting of the footpaths was discussed especially on Stickfast Lane. This should be down to NCC and needs reporting on the website:

<https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

10.7 The Community Fund Projects Working Group – AB advised that the wall by the Almshouses was now repaired, and it is hoped that the damage to the Christmas tree will not impair future growth.

10.8 SAM 2- On Swingfield, Wisbech Road 13.4.23 to 9.5.23 – 17044 vehicle counts with average speed of 27.4mph, top speed 50mph. Walpole Bank (same dates) – 7723 vehicle counts with average speed of 36.5mph, top speed 65mph. Chalk Road 15.3.23 to 12.4.23 – 8809 vehicle counts with average speed of 26.3mph, top speed 55mph. Folgate Lane 15.3.23 to 28.3.23 – 1417 vehicle counts with average speed of 26.2mph, top speed 50mph.

10.9 Communications/Correspondence:

a. Insurance renewal approved, proposed DL, seconded AE and all in favour.

b. Request for a donation towards the local village first responder equipment. AB, WB & JL left the meeting and did not vote. £50 proposed by DL and then £100 proposed by HS, seconded by RG and all in favour who could vote.

c. Residents email regarding the ownership of the Willow Trees on Chalk Road. The trees are causing obstruction due to overgrowth. This was discussed and it was decided to leave and try and find ownership.

d. Email address for Mr. Peach regarding stolen post boxes bounced back.

11. Planning: (including any notifications received after the agenda was issued)

11.1 Applications:

23/00794/F – retrospective application for containers at Mansefield, Marsh Road. Support proposed CJ, seconded WB and all in favour.

11.2 No Decisions

11.3 Enforcements & Appeals – 22/00047/REF and 22/00013/REF – both appealing against refusal.

NOTE. Meeting extension of 15 minutes agreed by all at 8.53

12. Finance:

- 12.1 Approve bank statements, bank reconciliation, payments and receipts for April 23. proposed AE, seconded CC and approved by all present.
- 12.2 Bank Reconciliation shows £46,847.63
- 12.3 Approval of payments for May (to date). Proposed AE, seconded CC and approved by all present.
- 12.4 To approve the adoption of the eligibility for the General Power of Competence. The Parish Council can continue with adopting as more than two thirds of the councillors have been elected. Proposed DL, seconded by AB and all in favour.
- 12.5 The AGAR 22/23 was discussed and signed, including:
 - a. Section 1 Annual Governance Statement
 - b. Section 2 Accounting Statement
 - c. Variance Report
 - d. Internal Auditors reportitems 12.5 a-d, Acceptance proposed by AE, Seconded DL and all in favour and items a & b duly signed.

The “large expenditure by item” report as requested by DL was discussed and savings to be considered.

13. To receive items for the next agenda:

- a. Neighbourhood Development Plan update

14. Next Meeting will be on the 1st of June 2023 at the Parish Hall, from 7.00pm

Public Participation – None

The Chairman thanked everyone for attending.

Meeting ended at 21.15

PAYMENTS FOR MAY 2023

K & M Lighting	£ 30.60	Standing Order
HMRC	£ 163.00	Standing Order
Clerk Salary	£ 652.10	Standing Order
EE mobile	£ 18.48	direct debit
SSE	£ 95.84	direct debit
Clerk Expenses	£ 47.95	
Hire of Parish Hall May	£ 18.00	
J. Raby Internal Audit Fee	£ 50.00	
Ewing accounts	£ 138.00	
BHIB Insurance renewal	£ 846.20	
M. Neal – wall rebuild on Swingfield	£ 3920.00	

Signed

Date