

WALPOLE PARISH COUNCIL

MEETING

Minutes of the Parish Council Meeting held at the Parish Hall, on the 6th of
July 2023 from 7.00pm

Present :

Councillors – Charles Boston (CBN), William Brooks (WB), David Lawty (DL), Claire James (CJ), Richard Green (RG), Charlene Campion (CC), Andy Bliss, (AB), Adrian Eveleigh (AE), Heather Smith (HS), Jan Luck (JL) and Julian Kirk.

Clerk – Caroline Boyden (CB) 14 members of the public

1. Welcome from the Chairman and Public Participation (3 minutes each up to 15 minutes in total) -
 - a. An announcement was made to confirm that the Parish Hall had been granted £150k towards the rebuild. A round of applause was given and all involved thanked.
 - b. Disclosure of Register registerable and pecuniary interests was raised. The code of conduct cannot be changed and CBN advised that all councillors should check the policy and make their relevant declarations of interest.
 - c. The playgroup is closing at the end of the month and the school are looking into taking it over.
2. Apologies - Cllr Blunt
2. 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.
4. Declarations of Interest of any items on the agenda and to consider any requests for dispensations. WB re 9.2, July payments.
5. Approval of the Parish Council Meeting held on the 1st of June 2023 were proposed by HS, seconded by JL, and approved by all present at that meeting. DL abstained as not present at that meeting.
6. Matters Arising – to record matters arising from the May Annual Parish Council Meeting:
 - 6.1 Enso – no update
 - 6.2 Path at St. Andrews Church requires urgent attention and a light topping off. AB has had two quotes both of £220. Proposed by JL, seconded HS and all in favour except DL as against the PC involvement in this.
 - 6.3 Overgrown footpaths – the clerk has another local contact to call regarding the PC paying for the clearances. It was stressed that as many people as possible need to report any such matters including potholes etc., to <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem> The more reports, the better and this information to be added to the Crier.
 - 6.4 Neighbourhood Plan update –
The flyer is now ready to go to all parishioners and it was agreed by AE that it could be included in the distribution with the Crier. It was stressed by Mr. Cotton that we all need to sell this plan and find more people to sit on the steering group as he is having to cut down on the time he spends. The funding of the NDP for this year is still awaited and the Parish Council will have to fund the leaflet costs and claim back.

Page 1 of 4

Signed

Date

7. To receive reports:

7.1 Councillors' reports of villagers' concerns, highway issues, allotments, and street lighting.
Highways: AB raised the fact that Stickfast Lane was not recognised by the NCC when the overgrowth was raised on their website – to ask Cllr Kirk for advice and CBN to obtain the road number. Still outstanding. Ranger's list compiled for August. ACTION CBN

The "road closure" on West Drove was raised and it was advised that this is not a Highways issue but Anglian Water and the IDB. Expected that it could be another month.

7.2 County and Borough Councillors reports –

Cllr Kirk advised that the IDB were still not working as no councillors have been allocated to the committee via the new Borough Council cabinet.

Verges are still a huge problem and Cllr Kirk has written to Highways but no response as yet.

The King's Lynn Drainage Board will cut verges at £30 per hour.

7.3 Clerk Report:

The Annual Governance & Accountability Return reports for 22/23 have now been submitted to the external auditor.

Risk Assessment for litter picking to be amended with CC.

Website – under 7.9

Cloud Storage and access was discussed, and it was agreed that the parish council will use the SharePoint offer from the local computer company based in King's Lynn. This system will allow the clerk to put all files onto SharePoint and it will be automatically updated weekly. A separate file will also be held to give the chair and vice chair access to the passwords used by the clerk as a back-up. Proposed DL, seconded CC, and all in favour. Clerk to implement ACTION Clerk
The small allotment holder's spokesperson was present at the meeting and gave an update – now need to move forward with the entrance.

Clerk confirmed that she is unable to attend the September meeting due to a family wedding and hopefully CJ will take the minutes.

7.4 Village Crier – AE confirmed that the 10th of July is the last date for item inclusion In June 2023 the website was viewed 655 times : The top 10 viewed pages were:

Home: 266, Planning Applications: 201, Parish Council: 36, Minutes: 29, Walking: 26, Agendas: 15
Crier: 14, Community Centre: 14, Contact Us: 12, Policies and Procedures: 10

CC advised that the Facebook page was quiet

7.5 To receive updates regarding footpaths and circular walks – nothing new but some of the paths have been cut but unsure of by whom?

7.6 The Community Fund Projects Working Group – no update

7.7 Play area update – Cllr Luck had received 2 quotes for the fibrefall rubber surfacing - £18k and £25K. As we do not have the funds to complete this work, it was decided to apply for CIL funding and the application has to be sent in asap. Support is required from County and Borough Cllrs, members of the public, school etc. Clerk to complete the application. Proposed DL, seconded CC and all in favour. ACTION Clerk

AB and AE offered to remove the 2 broken items.

7.8 SAM 2- AE reported Frenches Road incoming 9.5.23 to 9.6.23 had 7,458 vehicle counts with a maximum speed of **90mph in a 40mph**. The average speed was 34.3.

The Marsh incoming 9.5.23 to 10.6.23 had 7,552 vehicle counts with a maximum speed of 60mph. The average speed was 31.4.

7.8 Communications/Correspondence:

- a. Website update. Following the last meeting, it was decided to have a new Parish Council website and a separate community site, but Mr. Luck did not think a community site is required due to the increase in social media. The clerk thanked Mr. Luck for his running of the website for over 10 years and his continued support
- c. No response received regarding the post boxes.
- d. Training – HS is attending the planning training session with NPTS. It was agreed to book JL into a training session on playground maintenance. ACTION Clerk

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

8.1 Applications:

23/00/F – Retrospective: erection of fence and 2 log stores at Townsend Farm Cottage, Church Road. Support proposed AE, seconded CBN and all in favour as considered to be in keeping with the area.

23/00974/F – Proposed stable block at Walnut Tree Farm, Walnut Road – Email comments to the Clerk by the 23.7.23 ACTION: ALL

23/00821/F - Amendment to application for an extension to create 2 annexes at Marsh Farm, Gooses Lane – No observations proposed by CNB, seconded AB, and all in favour.

8.2 Decisions:

Ref: 23/00029/TPO Wildflower Lodge, 11 Gooses Lane – approved.

Ref: 23.00265/CU – 10 Folgate Lane, change of use of bungalow to a children’s home. Rejected at the committee meeting on the 3rd of July and now withdrawn. HS was thanked for speaking on behalf of the local parishioners. Cllr Blunt was also thanked.

8.3 Enforcements & Appeals – No new applications

9. Finance:

9.1 Approve bank statements, bank reconciliation, payments, and receipts for June 23. proposed AE, seconded AB, and all in favour.

Bank Reconciliation shows £37,944.85, of which £11,259.40 is the Solar Fund. The solar fund to be added to the September agenda for discussion regarding spend.

9.2 Approval of payments for July (to date). Proposed CJ, seconded HS, and all in favour with WB abstaining.

DL requested further information on the breakdown of costs for the PC contribution to the churchyard at St. Peters. Clerk to request this information. ACTION Clerk

9.3 Qtr. 1 financial review. Despite paying £3930.00 for the church wall which was not budgeted, we are still under budget by £4382. Proposed CJ, seconded HS and all in favour.

9.3 The clerk requested the setting up of a finance working party to cover any items not on the budget and advise findings at the meetings. This is purely advisory, and the working party cannot make any decisions. Cllrs James, Lawty and Campion were voted onto the working party. Proposed DL, seconded CC and all in favour.

13. To receive items for the next agenda:

- a. Neighbourhood Development Plan update
- b. Overgrown footpaths

14. Next Meeting will be on the 7th of September 2023 at the Parish Hall, from 7.00pm

Public Participation –

- a. A complaint about certain members of the public talking during the meeting which affected what other members of the public could hear. Considered rude and a lack of respect for the Chairman.
- b. The Nolan principals quoted from the Code of Conduct and all parish councillors should be aware of these and adhere accordingly.
- c. Overgrown vegetation on Chalk Road and this requires reporting as previously discussed.
- d. A member of the public not happy with a particular parish councillor and the Chair stepped in to stop further unnecessary comments.

The Chairman thanked everyone for attending.

Meeting ended at 20.46

Page 4 of 4

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Date

PAYMENTS FOR JULY 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	£ 93.72	direct debit
Clerk Expenses	£ 47.95	
Hire of Parish Hall July	£ 18.00	
Walpole St. Peters churchyard invoice	£ 1500.00	
NPTS – planning training Heather	£ 48.00	
NALC – website	£ 105.00	
ROSPA	£ 155.40	
Community Action Norfolk (play area inspection course)	£ 60.00	

Signed

Date