

WALPOLE PARISH COUNCIL

MEETING

Minutes of the Parish Council Meeting held at the Parish Hall, on the 1st of
June 2023 from 7.00pm

Present :

Councillors – Charles Boston (CBN), Richard Green (RG), Andy Bliss, (AB), Adrian Eveleigh (AE),
William Brooks (WB), Heather Smith (HS), and Jan Luck (JL)
Clerk – Caroline Boyden (CB) 3 members of the Public

1. Welcome from the Chairman and Public Participation (3 minutes each up to 15 minutes in total) -
None
2. Apologies - Cllrs James & Campion – Holidays. Cllr Lawty – illness. Cllr Kirk – hospital
appointment.
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. RG re 23/00748/FM – Agenda item 8.1
5. Approval of the Annual Parish Council Meeting held on the 10th of May 2023 were
proposed by AE, seconded by HS, and approved by all 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 Stolen Post Boxes – clerk has sent an email to Royal Mail and will follow up. ACTION CB
 - 6.3 Neighbourhood Plan update –
 - a. Call for Sites – Mr. Cotton advised that leaflets/forms should be made by a leaflet drop with
a 4 week consultation period. It would be difficult to contact all the landowners, but it is
important to include them regarding any suitable sites for development that they may
have. 2 affordable homes per year are needed.
 - b. Green Spaces and Heritage Sites to be included in the leaflet.
 - c. Leaflet and timings proposed by AB and all in agreement. AE to ask the Crier distributors if
they would be interested in the leaflet distribution. ACTION AE
Copies of the leaflet would be on the front page of the website and also on the Facebook
page.
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. ACTION CBN

AB also raised the huge pothole by the tea room on Market Lane which has been reported some time ago. Potholes on Mill Road and Kirk Road have also been reported.

AB requested that the clerk contact the mole catcher for Swingfield. ACTION CB

7.2 County and Borough Councillors reports – NONE

7.3 Clerk Report:

- a. The Annual Governance & Accountability Return reports for 22/23 are now complete and will be submitted to the external auditors on the 10/11th June.
- b. The small allotment holders have now made the original plot 1 into a parking area and clerk has received interest in more small plots.
- c. Risk assessment on litter picking to be discussed at the July meeting.
- d. Play Area annual inspection arranged and now taken place – more information under 7.8
- e. Clerk confirmed her holiday from 2nd to the 12th of June.
- f. Clerk cannot attend the September meeting due to a family wedding.

7.4 Village Crier – AE confirmed that the latest issue has been delivered.

In May 2023 the website was viewed 796 times: Home: 277, Planning Applications: 196, Minutes: 73, Parish Council: 66, Crier: 55, Agendas: 37, Community Centre: 31, Contact Us: 18, Walking: 10, Useful Info: 7. No report on Social Media due to holidays by Cllr Campion.

7.5 To receive updates regarding footpaths and circular walks – the cutting of the footpaths was discussed especially on Stickfast Lane as per 7.1. This should be down to NCC and needs reporting on the website:

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

Brian Powers has in the past cut Stickfast & Dunces Lane. Plus 'Eastcroft Lane' from Wisbech Road to the old Orchard. He also cuts Kirkfield Lane through to Weatherholme on Eastlands Bank. Mr. Powers also cleared the footpath from Follens Road to Eastlands Bank last year with it planned to have a cut every year. -clerk to contact Mr. B Powers to see if he is still available to continue with this work. ACTION CB

7.6 The Community Fund Projects Working Group – AB advised that the Christmas Tree has been staked and it is hoped it will survive.

7.7 SAM 2- AE advised that no data this month due to holidays.

7.8 Communications/Correspondence:

a. Ref: 23/00029/TPO Wildflower Lodge, 11 Gooses Lane – email received from the owner for support from the Parish Council. Proposed AE, seconded HS and all in favour with AB abstaining. Clerk to advise owner. ACTION CB

b. Website Review / NALC subscription – Due to the lack of flexibility of the current website and the increase in the NALC subscription to £459.29, the clerk and Mr. Luck are looking to change the provider. Clerk to send out examples of other sites. It was agreed that the NALC subscription was too high as it had not been used in the last 12 months and not to continue. Proposed HS, seconded CBN and all in favour. ACTION CB

c. Play Area update – JL gave an update on the recent annual inspection:

YOUNGER PLAY AREA

Martin believes that the older, original equipment is possibly 20+ years old and they already have had some remedial work to the supports: two metal feet on the climbing frame and one on the large slide.

His inspection report will identify that the remaining supports at the base were low risk and will advise ongoing monitoring.

We discussed the ground under the equipment, and he didn't feel that it would be worthwhile replacing the bark under the old equipment with anything like Fibrefall as this may outlive the equipment itself, but we could top up with any bark removed from the other areas.

I asked him to arrange for quotes for Fibrefall under all equipment excepting the old climbing frame and slide, with the proviso that we could reduce costs by 'topping up' in some areas with bark. Chris Hennelly might be a good source for this. I have given him my contact details and his colleague will contact me to arrange a visit.

I have asked for the report and quotes by mid-June at the latest, which he feels is entirely possible.

TEEN AREA - No problems highlighted.

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

8.1 Applications:

23/00821/F – Extension to create 2 annexes at Marsh Farm, Gooses Lane – support proposed b WB, seconded AE and all in favour.

23/00748/FM – Installation of a new vehicular access arrangement and operation works at land south of Walpole Substation, Walpole Bank. As current access can be dangerous to lack of visibility, it was agreed to support this application. Proposed AB, seconded WB and all in favour with RG abstaining.

11.2 No Decisions

11.3 Enforcements & Appeals – No new applications

9. Finance:

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

9.2 Bank Reconciliation shows £39,828.79

9.3 Approval of payments for June (to date). Proposed AB, seconded WB, and all in favour.

13. To receive items for the next agenda:

- a. Neighbourhood Development Plan
- b. Path at St. Andrews church
- c. Overgrown footpaths

14. Next Meeting will be on the 6th of July 2023 at the Parish Hall, from 7.00pm

Public Participation – None

The Chairman thanked everyone for attending.

Meeting ended at 20.25

PAYMENTS FOR JUNE 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 June	£ 18.00	
Crier Invoice	£ 473.00	

Signed

Date