

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, APRIL 9, 2018 IN TILNEY ST LAWRENCE VILLAGE HALL, MAGDALEN ROAD, AT 7pm

In attendance: Cllrs B.Ayres (Chair), C.Ayres, Cllr Calton, P.Cullen, J Day, H.Greenwood, D.Jones (Vice-Chair), E.Jones, J.McManus, C.Mills, G.Place, Cllr Savage (from 7:06pm), S.Sherburn-Wykes.

Clerk: R.Smith

Public: 1 present

[Action by]

18/048 Apologies for absence (1)

None.

18/049 Declarations of interest in items on the agenda (2).

None were made.

No members of the public requested to speak.

18/050 Minutes of the previous meeting (4).

It was **resolved** to approve the draft minutes of the meeting held on 5 March 2018, as an accurate record.

18/051 Councillor vacancy. (6)

- i As one of the candidates was unwell and unable to attend, in the interests of fairness, it was **resolved** to defer the matter until the next meeting.
- ii The meeting did not go into closed session (5).

18/052 Police matters (7):

- i Letters of complaint about parking by transport company on School Road to be passed to the Police. [D.Jones]
- ii Details of a complaint relating to a Red Seat to be passed to the Police. [D.Jones]
- iii Following the road closure of St Johns Road at the junction with Westfields due to a burst water main, attempts to contact the Police were unsuccessful due to 50 minute wait for 101 calls to be answered.
- iv There was nothing further to report.

18/053 Clerk's report (8)

- i It was **resolved** to find out details of the BCKLWN Special Expense charge of £28 for the Parish. [Clerk]
- ii Work had commenced on the Annual Return and Accounts. To be reported at May's annual meeting. [Clerk]
- iii 2 new Litterpicker Pros were handed over to Cllr McManus.
- iv Members' interests were yet to be published on the Parish Council's website. [Clerk]
- v A response had been sent to TSJ resident about Council Tax as resolved.
- vi Heronwood Landscapes had reported they were unable to complete the grass cut of the football pitch as the ground was too wet. During the cut of the play area a piece of play equipment was damaged. This has been taken for repair. The company had been instructed to ensure that the equipment remained in a safe condition.
- vii Comments on planning applications were submitted as resolved.
- viii The application for a public loan was to be completed after year end accounts. [Clerk]
- ix A letter from the Chair had been sent to Merlin Communications about the CCTV.

18/054 Reports (9)

.01 Chair's report

- i Updated information for the Parish's Emergency Plan, to be written up. [Clerk]
- ii Planning application 18/00188/F 14 St Johns' Road had been passed by the Planning

Chair's signature:

Committee. The Chair had spoken about the Parish Council's concerns on this matter.

- iii 'Good Councillor's Guide' (GCG) and 'GCG to Neighbourhood Planning' to be circulated to Councillors. [Clerk]
- iv Motorists cutting across the grass verge at Westfield's to by-pass the road closure risked fines of up to £1,000.

.02 Footway lighting report:

- i Footway lights 44 on Magdalen Road and 39a Church Road had been reported.
- ii Footway light by 151 Old Church Road had been reported.

.03 Footpath, tree, and bus stop report

- i It was **resolved** not to proceed with a quote to spread further road planings on No.1 footpath. (17)
- ii It was resolved to get quote to fell tree and leave in situ on New Road. (18) [Clerk]
- iii Cllr McManus gave a report on litter picking. To be published on website. [Clerk]
- iv Members extended a vote of thanks to Cllr McManus for all his hard work litter picking in the Village, noting the difference it made to quality of life in the Village.

.04 Village hall report

Councillors noted receipt of Cllr Cullen's report

.05 Church report

Councillors noted receipt of Cllr Place's report.

18/055 Highways (10)

.01 Update on outstanding matters

The following problems had been reported to NCC Highways:

- Pothole outside the Day Centre.
- Potholes on St. John's Road.

.02 New matters:

- It was **resolved** to email Highway's Officer cc Cllr Long about the continued failure to install 30mph roundels on the St John's Road Village Gateways. [Clerk]
- Large pothole in the middle of the bridge by the pumping station, Islington. [Clerk]
- Pothole opposite 79 Church Road. [Clerk]
- Long pothole between Badgers Row and Chestnut Barn, Islington. [Clerk]
- Clough Bridge, Church Road was sinking again. [Clerk]
- Chair to undertake pothole survey of Parish. [B.Ayres]

18/056 Finance (11)

.01 The following bank balances were noted:

- i Treasurers Account, balance as at April 9, 2018 - £6,047.35
- ii Business Instant Access, balance as at April 9, 2018 - £11,823.75

.02 Payments

- i The Clerk detailed additional payment items to those previously circulated.
- ii It was **resolved** to approve payments as below:

Date	Invoice No.	Name	Description	Cheque	Net	VAT	Total
01/03/2018		BCKLWN	Dog Waste Collection	000981	£ 68.64	£ 13.73	£ 82.37
31/03/2018		R Smith	March Salary	000983	£ 379.79	£ -	£ 379.79
31/03/2018		R Smith	Travel	000983	£ 10.35	£ -	£ 10.35
31/03/2018		R Smith	Litterpicker equipment incl postage	000983	£ 35.64	£ 7.12	£ 42.76
20/03/2018	081926	Eon Energy Solutions Ltd	Repair of streetlight 43	000984	£ 23.47	£ 4.69	£ 28.16
01/04/2018		King's Lynn IDB	Brickyard Drainage Rates	000985	£ 28.75	£ -	£ 28.75
01/04/2018	090160	Yü Energy	Streetlight Electricity 01/03-31/03/18	DD	£ 206.09	£ 41.22	£ 247.31
06/04/2018	092932	Yü Energy	PEC Electricity 1/12/17-31/3/18	DD	£ 56.17	£ 2.81	£ 58.98
06/04/2018	001362	Local Council Advisory Service	Data Protection Officer Service	000986	£ 150.00	£ -	£ 150.00
01/04/2018	001858	Norfolk ALC	2018-19 Subs (Norfolk & National)	000987	£ 274.88	£ -	£ 274.88
01/04/2018	001858	Norfolk ALC	Website hosting	000987	£ 30.00	£ -	£ 30.00
01/04/2017	1063	Norfolk ALC	Subs: replacement of lost chq 000957	000988	£ 276.14	£ -	£ 276.14
		Total	For approval 09/04/2018		£ 1,539.92	£ 69.57	£ 1,609.49

Cheque 986 to LCAS was to be held subject to a decision from Cllrs Ayres and D. Jones (see 18/060).

Chair's signature:

18/057 Planning applications (12)

.01 Applications

- 18/00488/F. The Hollies New Road PE34 4QF. Proposed change of use of barn to motorcycle repair and sales. It was **resolved** to support the application because it provided employment in the local area.
- 18/00029/TPO The Laurels 29 Church Road PE34 4QQ. Tree crown reduction. It was **resolved** to make no comment about the application.

7.56pm - Standing orders were suspended to allow a member of the public to answer questions about application 18/00426/F.

7.58pm – Standing orders were reinstated and the meeting resumed.

- 18/00426/F Land Off Magdalen Road PE34 4RG. New access to link agricultural field to Magdalen Road. It was **resolved** to make no comment.

.02 Decisions

- i 18/00011/TPO The Pines New Road PE14 7RX. Tree works – Approved.

18/058 General correspondence (13)

- i The latest NALC training programme had been circulated.
- ii There was no other correspondence.

18/059 Borough and County Council Issues (14)

- i Nothing to report.

18/060 General Data Protection Regulations (GDPR) (15)

Following a proposal and recommendation from the Clerk, it was **resolved** to delegate any decision on the appointment of a Data Protection Officer (DPO) with associated services, to Cllrs Ayres and D. Jones, following their further investigation into the matter.
[B.Ayres] [D.Jones]

18/061 War Memorial Grant (16).

- i It was **resolved** to defer any application until after the summer recess.
- ii Cllr Ayres offered to take photographs of the Memorial and to determine the extent of any damage.

18/062 Road Planings (17)

This matter was dealt with under 18/054 03 i.

18/063 Fallen Tree quote (18)

This matter was dealt with under 18/054 03 ii.

18/064 Items for the next agenda (12)

- i Co-option of new councillor.
- ii Visits to Borough Council meetings or other Parish Council's meetings.

18/065 Next meeting (15)

7pm, 14 May 2018.

There being no other business the Chair closed the meeting at 8.37pm.