

Tilney St. Lawrence Parish Council

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

Notice is hereby given, and all members of the Council are summoned to attend the Meeting of the Parish Council to be held 7:30pm Monday, 03 March 2025 in the Tilney St Lawrence Village Hall.

Information for members of the public & press:

At agenda item 3 for public participation, 15 minutes is set aside when a short statement may be made, or a question asked, individual members of the public may speak for a maximum of 5 minutes. If you wish to speak when invited by the chairman, please raise your hand and wait to be asked. A question shall not require a response, nor start a debate. The chairman may direct a written or oral response to be given. Members of the public should not speak at any other time unless otherwise indicated on the agenda.

Please note that the meeting may be recorded, and attendees' images captured.



Clerk: Jackie Christie

Cornwall Lodge, 1, Church Road, Wiggenhall St Mary the Virgin. PE34 3EH

Email: clerk@tilneystlawrence-pc.gov.uk. Tel: 07855789413.

Agenda

To note members' attendance and to receive apologies for absence.

1. To approve the [Minutes](#) of the meeting held on Monday, 06 January 2025.
2. To receive declarations of interests and to consider any written request for dispensation.
3. **Public Participation**
 - 1) *To receive representations relating to matters on the agenda.*
 - 2) *To receive representations or questions on other matters.*
4. **To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy.**

To receive the request from Mr James Kitchen to be considered for co-option to the Parish council to fill the vacancy at Tilney Cum Islington.
5. **To resolve on moving into close session on the grounds of confidentiality by virtue of the Public Bodies (Admission to Meetings) Act 1960 s. 1(2).**

To receive written applications for the office of Parish Councillor for TCI ward and to co-opt a candidate to fill the existing vacancy if appropriate. – application emailed with agenda.
6. **To resolve to open the closed session.**

To welcome the new Councillor and for them to sign the Declaration of Acceptance of Office and code of Conduct.
7. **To receive the clerk's matters arising from last month's meeting.**
 - 1) Grass verge in Fen End – Clerk emailed County Highways on 10/02 – chased up with email on 21/02. – Reply received, Sam has taken a look before, They will see what his thoughts are and get sorted.
8. **To receive the clerk's report.**
 - 1) Clerk has received an invitation for Clerks and Councillors to attend a Devolution and local Government Reorganisation Briefing for Parish Councils.

This will be held on Monday 17th March – 6pm -7:30pm, Location – The Assembly Rooms, Town Hall, King's Lynn. If unable to attend, then you can join by Teams.
More information and details emailed with agenda.

- 2) Notice of the AGM of the Village Hall Committee to be held on Monday 10th March at 6:30pm. Everyone is welcome to attend.

9. To receive reports:

- 1) *Chairmans Report*
- 2) *Footway lighting*
- 3) *Footpath and tree*
- 4) *Village hall*

10. Highways and footways

11. To receive and consider Borough and County Council Issues

12. Financial matters

- 1) To approve the Bank Reconciliation to 26th February 2025 – (**appendix A**)
Proposed.....**Seconded**.....
- 2) To approve Payments to 6th March 2025, including any late payments reported by the clerk, and to note contractual payments along with payments made. (**appendix B**)
Proposed.....**Seconded**.....
- 3) **To note Income:**

17/02/2025 Dog Waste Bin empties – BC mistake on invoice – refunded	£146.02
17/02/2025 Dog Waste Bin empties – BC mistake on invoice – refunded	£24.34

13. To consider planning applications.

- 1) [25/00251/F](#) - *HOUSEHOLDER: Proposed rear and first floor extension, and internal alterations at Ras Dara 121 High Road Tilney cum Islington.*
- 2) [25/00276/O](#) - *OUTLINE PLANNING PERMISSION WITH SOME MATTERS RESERVED FOR: Proposed Self Build Dwellings - Land At E555324 N313254 -Magdalen Road.*
- 3) [24/02263/RM](#) - *RESERVED MATTERS APPLICATION FOR: Appearance, Landscaping, Layout and Scale for 2no. dwellings at 44, St Johns Road. – This application has been changed from the original. – Parish Council had no comments previously.*

14. To note Borough Council planning decisions.

- 1) 24/02169/F - Olive Tree House Chapel Road Tilney Fen End- RETROSPECTIVE- Change of Use of Land from Agricultural to Garden Land and Erection of Domestic Outbuilding - Application Refused, 4 February 2025, Delegated Decision

15. To discuss the provision of an extra dog waste bin in Tilney cum Islington.

Due to the number of dog walkers within Tilney Cum Islington a request has been made to provide a new dog waste bin at the opposite end of the village to the one we have situated by the TCI village sign.

A suggestion has been to site it where the old telephone box used to be or the other end by the old pumping station or both.

35ltr Red plastic Bin with black lid - £120.00 ex VAT

Concrete in post - £30 or lamp post mounting - £44.00 ex VAT

16. Parking on grass in Punsfer Way

A resident has asked for updates on this problem.

The Borough Council have been informed that we would like to see bollards in place to stop cars from driving over the land. Their reaction was that this would lead to extra cost in strimming and there could be a problem with any services that may be located under the grass surface, although Cllr Brian Long did inform them of the extra cost involved with filling in the ruts left by vehicles.

To discuss and inform Cllr Brian Long of what the Parish Council would like to be placed there for him to pursue with the Borough Council.

17. Neighbourhood Plan

Still waiting for responses for costs etc.

Consider starting a Neighbourhood plan to set up a steering committee. This committee can be made up of councillors, local residents or business owners.

18. Cricket Club

Progress update.

19. To receive and consider any general correspondence.

None

20. To consider items for the next agenda.

Meeting closed:

Appendix A
Bank Reconciliation to 26th February 2025

Bank Reconciliation at 26/02/2025			
	Cash in Hand 01/04/2024		46,735.88
	ADD Receipts 01/04/2024 - 26/02/2025		48,192.77
			94,928.65
	SUBTRACT Payments 01/04/2024 - 26/02/2025		46,167.24
A	Cash in Hand 26/02/2025 (per Cash Book)		48,761.41
	Cash in hand per Bank Statements		
	Petty Cash 24/02/2025	10.00	
	Unity current Account 24/02/2025	3,190.46	
	TSB Current Account 11/09/2024	0.00	
	TSB Deposit Account 11/09/2024	0.00	
	Unity Savings Account 24/02/2025	45,560.95	
			48,761.41
	Less unrepresented payments		
			48,761.41
	Plus unrepresented receipts		
B	Adjusted Bank Balance		48,761.41
	A = B Checks out OK		

Appendix B
Payments to 6th March 2025

26 February 2025 (2024-2025)

Tilney St Lawrence Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
134	Professional & Legal Fees	17/02/2025		Unity current Account	BACS	Insurance Claim	Keoghs	S		48.29	48.29
135	Clerk Salary	06/03/2025		Unity current Account	BACS	Clerk Salary	Clerk	X	749.23		749.23
136	Outside Operative Salary	06/03/2025		Unity current Account	BACS	Erica Wages	Outside Operative	X	195.68		195.68
137	Street Light Electricity	08/02/2025		Unity current Account	DD	Electricity Charge	YU Energy	L	184.63	9.23	193.86
138	Street Light Electricity	08/02/2025		Unity current Account	DD	Electricity Charge	YU Energy	L	21.74	1.09	22.83
139	Clerks Office software	06/03/2025		Unity current Account	BACS	Scribe Annual Subscription	Scribe	S	345.60	69.12	414.72
140	Travel Expenses	06/03/2025		Unity current Account	BACS	Clerks Expenses	Clerk	E	2.70		2.70
140	Office Allowance	06/03/2025		Unity current Account	BACS	Clerks Expenses	Clerk	E	26.00		26.00
141	Clerks Office software	06/03/2025		Unity current Account	BACS	Adobe Systems	Adobe Systems	S	4.16	0.83	4.99
142	Office Mobile SIM	06/03/2025		Unity current Account	BACS	Office Mobile SIM	Lyca Mobile	S	3.25	0.65	3.90
143	Bank Charges	31/01/2025		Unity current Account	CHRG	Bank charges	Unity Bank	E	6.00		6.00
Total									1,538.99	129.21	1,668.20