

## GREAT WITCHINGHAM PARISH COUNCIL

Draft Minutes of a Meeting held at 7.30 p.m. Gt. Witchingham School on Thursday 29<sup>th</sup> October 2009

Present : Pauline Brown, Ron Cornell, Mark Pead, Tania Spelacy, and Roy Church, Stephen Williams in the chair.

Clerk: Peter Dilloway, and 4 members of the public:

- (918). Apologies: Kevin Francis, James Joyce (County Councillor).
- (919). Minutes of the meeting held 30<sup>th</sup> July 2009 were agreed to be a true record and duly signed by the Chairman.
- (920). Matters Arising.
- (i). Heath Close/A1067 footpath. All works appear to have been carried out.
  - (ii). Speeding in Hall Walk. There is some evidence of a few drivers persisting in going too fast. Residents will monitor the situation for the time being
  - (iii). Monthly Crime Reports. The Chairman said that he had asked for more detail to be disclosed, such as whether the crimes occur during day or night time, and awaits a response.
  - (iv). Refurbishment of the bus shelter has been completed at a cost of £300 but the roof has been found to be leaking. A quote for the repair will be sought.
- (921). Correspondence:
- (i). Most correspondence had been circulated prior to the meeting.
  - (ii). Request for donation from Macmillan Cancer Support. The letter was circulated following the last meeting and members had indicated a willingness to continue supporting this cause in memory of Councillor Trevor Wright who received their welcome assistance. Members resolved to donate £100 as in previous years.
- (922). Memorial Hall
- (i). A number of meetings have taken place and it has been confirmed that funds of around £10K arising from the housing scheme under section 106 have been ring-fenced for use towards the provision of open space/hall facilities in the village. There is some confusion over whether the funds will be passed to the parish as a lump sum ahead of expenditure. If there is no scope for utilising this money for the hall, consideration will be given to the provision of a children's playground. Members were pointed to the fact that Lyng Parish Council has just completed a new playground. If anyone requires information the Clerk (who also acts for Lyng PC) will be happy to assist.
  - (ii). The Hall Committee are working towards having plans drawn up to apply for permission for the new hall.
  - (iii). The fete has raised around £1700 so far towards village hall funds.
  - (iv). The sponsored walk was not well supported and with hindsight a less strenuous event may have been better. Suitable suggestions for future events need to come from within the community.
- (923). War Memorial.
- (i). Several Councillors met with Rev. Tillett to discuss the War Memorial. In essence the permission given by the PCC for the memorial to be sited has expired with the cessation of use of the church. Plans for conversion of the building are being drawn up and eventually planning permission will be sought, though this is unlikely to be in the immediate future given the present stagnant property market.
  - (ii). The vendor has agreed to provide the sum of £3000 to relocate the memorial inside a 3 month window at the time the site is sold. This is of course some way off. The Council will consider what options are available for refurbishment, storage or relocation nearer the time.
- (924). A new location will also be required for the bottle bank.
- (925). Federation of School Governance. Members had studied the consultation document which outlined the need for bringing governance of Gt. Witchingham and Easton schools together with equal representation. Members discussed the matter and found no objections to the proposal.
- (926). Telephone Kiosk. BT have promised to remove the kiosk as soon as possible. The telephony has been broken for some time. The Clerk will remind BT in due course.
- (927). Payments/Financial Matters:
- (i). Precept 2010. Members considered the requirement which has been set at £3500 for the last 2 years to cover the Planning fees for Clay Hall Farm. The matter should not require further funds. After some discussion members unanimously agreed to maintain the precept at the same level to allow preparatory funding for the new village hall.

- (ii). Premises Licence appeal fees Chq No. 100559 £400.00 HM Court Service.
- (iii). Audit fees 2008/9 – Mazaars LLP. Chq No. 100560 £138.00
- (iv). Litter clearance/war Memorial maintenance payment Chq No. 100561 £109.25 - R. Cornell
- (v). Clerk's Salary Scale – notification of national increase. Was £9.843/hr, now £9.941 backdated to 1/4/09.
- (vi). Payment of Clerk's salary £258.47+ £5.09 back pay & £93.53 expenses to date. Chq No. 100562 £357.09
- (vii). Donation to funds. Macmillan Cancer Support Chq no. 100563 £100.00.
- (viii). All payments proposed by Mark Pead seconded by R. Church and approved by unanimous consent.

(928). Planning Matters:

- (i). Premises Licence - Lenwade House Hotel. Members discussed the proposed amendments to the licence and found no objection.
- (ii). Planning Application 2009 Lenwade House Hotel. Temporary siting of marquee for 2 years. Essentially the application renews earlier permissions. Members discussed the proposal. On the basis that the marquee has the same noise limitations and soundproofing measures and conditions as previously set, members had no objection to the application.
- (iii). Clay Hall Farm. As at a fortnight ago the outstanding matters preceding planning permission had not been completed. The Council still awaits sight of the Section 106 agreement which will be circulated upon receipt.

(929). Any Other Business:

- (i). Planning Consultancy Fund. The fund contains £4428. Once the Council is certain that there is no requirement to retain the fund the clerk will write to contributors with options for disposal of the residue.
- (ii). GWPC printer. The Clerk explained that the council's printer, whilst cheap to buy and perfectly serviceable, was particularly expensive to run. The ink cartridges had cost £440 over the last 2 ½ years. The current price of inks is now £10 more per cartridge than when the printer was purchased in 2007 making them nearly twice their original cost. Councillors were asked whether they were prepared to continue funding the printer or cut their losses and purchase a sensibly priced cost effective printer. Members discussed the matter and resolved to consider a new printer. The Clerk will provide details when known.
- (iii). James Joyce had emailed his apologies and added that the A47/A1067 link road was due to be discussed by the Planning & Transportation Committee next week. No further consultation had been made recently. The Clerk will circulate whatever documents are to go to the committee.
- (iv). The hedge along Porters lane is overgrown. NCC has cut that part of the same hedge which runs along Fakenham Road. The Clerk will ask for the work to be carried out.
- (v). It was reported that a particular property in the village is in a state of dereliction. The Clerk was asked to draw this to the attention of BDC Environmental Health department.
- (vi). Mr. Beaumont advised that he had been in further correspondence with BDC's Chief Executive over the history of Clay Hall Farm. The matter has yet to be resolved to his satisfaction.
- (vii). Mr. Sayer said that some of the hedge adjacent to the entrance of Clay Hall Farm has been cut down. The matter will be investigated to ensure that it accords with the planting scheme.
- (viii). Tania Spelacy confirmed to members that as intimated some while ago, she wished to resign with effect from closure of this meeting due to work and family commitments. The Chairman expressed his sincere thanks for all the work she had done, particularly with respect to the Clay Hall Farm battle and her work on the new village hall. The Chairman added that he was saddened by her decision to leave and this echoed by fellow councillors. The Clerk will advise BDC that a casual vacancy has arisen.

(930). Date and Time of next meeting: 28<sup>th</sup> January 2010 at 7.30pm at Great Witchingham School.

Exclusion of Press & Public

**AGENDA**  
**GWPC Meeting – 28<sup>th</sup> January 2010**  
**7.30pm at Great Withingham School**

- (931). Apologies
- (932). Minutes of meeting 29/10/09
- (933). Matters Arising
- (934). Correspondence:
  - (i). All correspondence has been circulated
- (935). Co-option of Parish Councillor.
- (936). Memorial Hall
- (937). War Memorial
- (938). Repairs to bus shelter roof
- (939). Vote of thanks to Allan/Sharon Patrick
- (940). Retrieval of 1811 Allotment award
- (941). Funding available through Safer Neighbourhood Team
- (942). Street Lighting energy saving proposal by NCC.
- (943). Contribution towards memorial bench for Albert Bedford
- (944). Co-option of Trustee for GWFAC
- (945). Removal of telephone Kiosk
- (946). Payments/Financial Matters)
  - (i). Litter clearance/war Memorial maintenance payment to date (approx £90) - R. Cornell
  - (ii). Payment of Clerk's salary £258.47 & expenses to date (£190.94).
  - (iii). Purchase of replacement computer monitor (£153.80)
- (947). Planning Matters: None at the time of setting this agenda.
- (948). Any other Business
- (949). Date & time of next meeting: 25<sup>th</sup> March 2010 at 7.30pm at Great Withingham School.