



WALPOLE CROSS KEYS PARISH COUNCIL



Clerk: Mrs Caroline Boyden

Chair: Nick Dyble

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MINUTES OF AN ORDINARY MEETING OF WALPOLE CROSS KEYS PARISH COUNCIL HELD ON WEDNESDAY 15th JANUARY 2020 FROM 7.30PM AT THE PRIMARY SCHOOL.

PRESENT: Cllr Nick Dyble (ND) Chair), Cllr G. Roberts (GR), Cllr Gillian Coates (GC), Cllr Trevor Roberts (TR), Cllr Peter Brown (PB), Cllr Mark Day (MD), Cllr Rosie Dyble (RD) and Mrs Caroline Boyden (CB) Clerk. Sandra Squires Borough & County Cllr.

3 members of the public were in attendance.

1. **WELCOME** A formal welcome was given by the Chair, ND

2. **PARISHIONERS QUESTIONS**

A parishioner raised an issue with loading the website minutes and agendas on his iPad. The parishioner had been advised on this issue via the Chair and Clerk in the past and the Clerk had checked with the website providers again, NALC, and there was no problem with the website. Checks with other iPad users were successful and others not. The parishioner left a copy of the error message they received on their iPad and further checks will be made. **ACTION ND**

The same parishioner asked why Cllr. T. Roberts Register of Members' Disclosable Pecuniary Interests was not showing on the Borough website. The Clerk advised that Cllr T. Roberts had completed a new form as the original was missing. The new form has been sent to Borough.

Mr. M. Desborough from Elite Building Solutions is working on the White House Farm development and raised the question of drainage on the Stinders site and planning approval. Cllr T. Roberts advised that he had spoken to the Borough Enforcement Manager, Matthew Cleary before Christmas and had contacted the IDB.

Cllr Sandra Squires advised that she too had spoken to Matthew Cleary and the IDB as there could be a breach of permission and asked to be copied in on all relevant emails.

An email from ND had been sent to Water Management Alliance on the 13th of January 2020 explaining the issue in detail.

3. **APOLOGIES FOR ABSENCE**

Cllr Hazel Dobson & Cllr Peter Brown

4. **MINUTES**

The updated minutes of the Ordinary Meeting on Wednesday 11th December 2019, having been previously distributed to all members, they were accepted as correct and signed. Proposed GC, Seconded TR. Unanimously accepted.

5. **COUNCILLORS' DECLARATIONS OF INTEREST**

None.

6. **MATTERS ARISING**

a. An update on the Stinders site regarding Health & Safety was given by TR who had received a call on the 14th of January with a Nicky Childs who will be emailing the clerk with their official response. The Clerk to request when the first point of contact was made. Proposed TR, seconded GR

ACTION CB

Signature

Date

- b. Parking issues outside the school – Cllr Squires and CB have worked on this and the zig zags are non-enforceable. It was suggested that we contact the Highways to have clearway signs installed, at a cost to the Parish Council. Then the Police would attend once a term and issue fines were appropriate. Speed bumps and zebra crossing to also be researched. This to be added to the February agenda to give time for more information and research to take place. 20mph signage is not enforceable and it had been noted that buses were speeding through the school location at 38mph. A letter to be sent to the Bus Company. **ACTION CB**

Cllr T. Roberts advised that the speed cameras were in the parish today.

ND raised the issue with a company van parking on the path instead of the drive and will get the registration and company name to enable a letter to be sent. **ACTION CB/ND**

7. PLANNING MATTERS

- a. “Bimbos Ark” – garage has been built but should be the result of a separate planning application. An email had been received from Borough Planning advising that the land was sold off and the building of the garage was nothing to do with the new development. However, the details had been passed to the enforcement team for investigation.
- b. An email had been received from Ms. J. Ward regarding her cousin , a parishioner, who was concerned about flooding of their property and the pumping out of water Sutton Road. Cllr Squires had also been contacted and updated on the email trail by CB. Further information required on the proposed unblocking of the pipe on Low Road and Cllr Day advised that RJ Services property had been pumped out recently. Situation to be reviewed at the February meeting following more research. **ACTION TR/MD**

8. FINANCIAL MATTERS

Statement of Account:

Current balance was £29,339.16 as at 30th December 2019 – confirmed to the Chair by sight of the bank statement.

Payments for authorisation:

1 Westotec Opus Energy Ltd – Street Lighting	£ 29.70
2 HMRC (PAYE)	£ 52.80
3 C. Boyden (salary, expenses)	£ 259.95
4 NPTS training	£ 80.00

To make these payments proposed by RD seconded by MD , unanimously agreed.

Online banking via the Unity Bank was discussed and agreed. Proposed TR, seconded GR, unanimously agreed. CB to complete the application form and advise on “signatory/approvers” requirements along with the interest rate on a savings account. **ACTION CB**

The following were proposed as financed via CIL:

- a. RSPB in schools – Workshops held in school
- b. Work on planting in the gardens – Spring 20 – RD to find costs on plants. **ACTION RD**
- c. Replacement Community Noticeboard - was in bus shelter – proposed to be bespoke to fit under the map.
- d. Solar Panel lights – a quotation had been received from RJF for a new solar streetlight and a LED replacement head for the light at the Market Lane junction. A further quotation to be requested from Westcotec. **ACTION CB**

All carried forward to the February 2020 meeting.

9. CORRESPONDENCE

None

10. UPDATE ON POLICIES AND PROCEDURES

CB sent out updated Code of Conduct and Information & Data for agreement at the February 2020 meeting.

ACTION ALL

Signature

Date

- 11. REDUCED SPEED LIMIT TO ADDRESS THE DANGEROUSNESS OF MARKET LANE**
The feasibility study on 6 September is still outstanding. CB had no response from Highways and Cllr Squires has chased this up. To be added to the February Meeting.
- 12. SPEED ACTIVATED MESSAGING (SAM2) SIGN**
Now up and running with 25.452 vehicles giving an average of 455 per day (one way) during the period 9^{12.19} to 12.1.20. The maximum speed was recorded at 4.15am on 1st January 2020 at 70mph. Average speed is 35.8mph.
Payment due on the SAM unit and CB to contact highways for 50% of total. **ACTION CB**
- 13. CRIME AND POLICE ISSUES IN THE VILLAGE**
Reports received that the school was broken into.
- 14. HIGHWAY ISSUES**
a. Sutton Road layby- the verge has been damaged yet again by trucks and RD to forward photographs of the damage to CB who can then report to Highways again. **UPDATE –** Highways to repair damage.
b. The middle of the road outside the school is starting to break up. ND to send photograph to CB who can then report to Highways. **UPDATE** from Highways is that it does not require immediate action and will be monitored
- 15. ENVIRONMENTAL ISSUES**
Lighting quote as under point 8 d.
Broken Bin by the bus stop opposite the school requires replacing. **ACTION ND/CB**
Plasterboard waste on the Stinders site – check on their waste disposal permit etc. – HSE? **ACTION TR/CB**
- 16. GARDENS**
The bench had been collected and is not repairable. Agreed to get 2 quotations to replace. **ACTION ND/TR**
- 17. REPRESENTATIVE REPORTS - none**
- 18. ITEMS FOR THE NEXT AGENDA**
Items to remain on the agenda as already agreed.
Website update
Review of Neighbourhood Plan
- 19. DATE OF NEXT MEETING**
The Ordinary Parish Council Meeting will take place on Wednesday 19th February 2020 at 7.30pm

The meeting closed at 9.24pm

Signature

Date