



# 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 20<sup>th</sup> NOVEMBER 2019 FROM 7.30PM AT THE PRIMARY SCHOOL.

**Pre-Meeting:** Co-option of 3 Councillors – Mr Peter Brown and Mr. Mark Day, having completed register of interest forms, were voted onto the committee – proposed by GR, seconded by GC and unanimous vote carried. Mr. Brown and Mr. Day were then welcomed to the committee and duly completed the declaration of acceptance of office.

**PRESENT:** Cllr Nick Dyble (ND) Chair, Cllr Gillian Coates (GC), Cllr Graham Roberts (GR), Cllr Trevor Roberts (TR), Cllr Peter Brown, Cllr Mark Day and Mrs Caroline Boyden (CB) Clerk. Three members of the public were in attendance.

No questions were raised by the member of the public prior to the meeting.

**1. WELCOME** A formal welcome was given Chair, Nick Dyble.

### 2. APOLOGIES FOR ABSENCE

Cllr Hazel Dobson and Borough & County Cllr Sandra Squire.

### 3. MINUTES

The updated minutes of the Ordinary Meeting on Wednesday 18<sup>th</sup> September 2019, having been previously distributed to all members, they were accepted as correct and signed. Proposed TR, Seconded GR.

Minutes of the Ordinary Meeting on Wednesday the 16<sup>th</sup> of October 2019, having been previously distributed to all members, were accepted as correct and signed. Proposed TR, Seconded GR, Unanimously approved.

### 4. COUNCILLORS' DECLARATIONS OF INTEREST

None.

### 5. MATTERS ARISING

- a. 1 vacancy now exists for a Parish Councillor which will be updated on the website and noticeboard. CB to send updated advert to ND **ACTION CB**
- b. Painting of the Zig Zags outside the school – CB has contacted Highways and will follow up.
- c. Risk Assessment, Standing Orders and Financial Regulations discussed. Financial Regulations agreed and signed. Risk Assessment and Standing Orders to be reviewed and an agenda item for the next meeting. **ACTION CB**
- d. TR raised a point on confidentiality out of meetings and ND to review for next meeting. **ACTION ND**
- e. Mobile Safety Camera request – TR has requested the next visit to be sited in the Jepson Hall area which was agreed by the Police.

### 6. PLANNING MATTERS

- a. **Planning Applications received:**
- b. **Lion House** - Approved – Proposed by TR, Seconded by GR
- c. **40 Station Road** – Approved – Proposed by TR, Seconded by GC

Signature .....

Date .....

- d. **West Holme Nursery** – This was discussed and CB to contact Planning Department with query on the working hours and potential noise. Proposed TR, Seconded by Peter Brown (PB) **ACTION CB**
- e. **New Address – 6 Station Road** – this should be Station Road North. CB to advise planning. Proposed TR, Seconded by PB **ACTION CB**
- f. **Sinders development:** TR raised his initial objection re the open dyke system and IDB compliance agreed on the basis that foul and rainwater, requires to be measured again including question of the digesters front/back and temporary pipe removal. There is also a breach of planning as the build is not 2 metres. SS to follow up with IDB as had involvement. **ACTION SS**  
CB to contact Sindere directly regarding the issues with health and safety/site cleaning. Proposed PB, Seconded by GR **ACTION CB**  
TR has reopened the original HSE request.
- g. “Bimbos Ark” – garage has been built but should be the result of a separate planning application. To be checked with the Planning Department. **ACTION ND**

**7. FINANCIAL MATTERS**

Statement of Account:

Current balance was £30,673.66 as at 31<sup>st</sup> October 2019 – confirmed to the Chair by sight of the bank statement.

Payments for authorisation:

1 Westotec Opus Energy Ltd – Street Lighting	£ 28.74
2 HMRC (PAYE)	£ 52.80
3 C. Boyden (salary, expenses)	£ 593.16

To make these payments proposed by GC seconded by GR, agreed. Unanimously approved.

The proposed Budget for 20/21 of £18471.33 along with current year end predications given out and the Committee to review for discussion at next meeting with finalisation at the January 2020 meeting.

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
- c. Replacement Community Noticeboard - was in bus shelter.
- d. Solar Panel lights – very expensive to install

CB to send CIL “suggested” uses

**ACTION CB**

**8. REDUCED SPEED LIMIT TO ADDRESS THE DANGEROUSNESS OF MARKET LANE**

The feasibility study on 6 September is still outstanding and to be added to the December meeting agenda.

**9. SPEED ACTIVATED MESSAGING (SAM2) SIGN**

Unit has been removed as not working and cannot download any data. Repair is required and ND will carry this forward. **ACTION ND**

**10. CRIME AND POLICE ISSUES IN THE VILLAGE**

Nothing to report

**11. HIGHWAY ISSUES**

- a. Sutton Road layby- the verge has been damaged again by trucks and CB to find details from previous minutes. CB reported to highways who have been to the site and consider no action at present, but it will be monitored.
- b. Low Road – a fallen tree has been moved.
- c. We now have 4 road signs with damage and ND to obtain photographs for CB to advise Highways accordingly. **ACTION ND & CB**
- e. Top of Old Road – layby the kerb edging has been damaged. Again, Highways have viewed the site and consider no action at present.
- d. The BT poles and damaged new footpath require following up Letter was sent to Browne’s on the 30<sup>th</sup> of October but no reply to date.

**12. ENVIRONMENTAL ISSUES**

Goshawk, Squirrels and Muntjacs have been sited.

**13. GARDENS**

The seat had still not been returned at the Eva Kemp Memorial Garden. Clerk had tried to speak to the contractor but been unable to get hold of him but will keep trying. **ACTION CB**

**14. CORRESPONDENCE**

Confirmation of the change of address and signatory updated received from Barclays Bank.  
Letter from Business Support at the Rangers received showing the work that they can do.  
Letter from BCKLWN on policies and strategies received with copies to all.  
Dates for 2020 Meetings approved and ND to advise the school. CB to add to website.

**ACTION ND/CB**

**15. REPRESENTATIVE REPORTS**

GC reported attendance at the Power Station, and they have funding available to the area.  
CB reported on the updated website and requested up to date information on events etc.  
SS – Full council meeting on the 25<sup>th</sup> of November and has a motion to get the council to plant more trees – 1 for every resident in the county and to create a series of community woodlands round the County. The Balloon and Lantern Release Charter has proved popular and link provided to CB for more information if required. The budget goes before the Scrutiny Committee next week.

**16. ITEMS FOR THE NEXT AGENDA**

Items to remain on the agenda as already agreed.  
Garage being built behind existing bungalow at 13 Station Road North  
Website update  
Review of Neighbourhood Plan

**17. DATE OF NEXT MEETING**

The Ordinary Parish Council Meeting will take place on Wednesday 11th December 2019 at 7.30pm

The meeting closed at 9.27pm