



WALPOLE CROSS KEYS PARISH COUNCIL



Clerk: Mrs Caroline Boyden

Chair: Nick Dyble

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A CLOSED MEETING TOOK PLACE AT 7.15PM TO INTERVIEW MS. R. DYBLE FOR THE VACANT PARISH COUNCILLOR POSITION. Mr. Nick Dyble declared interest and Vice Chair, Hazel Dobson then ran this meeting. The motion for Ms. Dyble to join the committee was proposed by HD, seconded by PB and a unanimous vote carried.

MINUTES OF AN ORDINARY MEETING OF WALPOLE CROSS KEYS PARISH COUNCIL HELD ON WEDNESDAY 11th DECEMBER 2019 FROM 7.30PM AT THE PRIMARY SCHOOL.

PRESENT: Cllr Nick Dyble (ND) Chair, Cllr Hazel Dobson (JD) 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.

Two members of the public were in attendance.

1. **WELCOME** A formal welcome was given by the Chair, ND and Cllr Rosie Dyble was welcomed by all present.
2. **PARISHIONERS QUESTIONS**
A tree has been painted white on Little Holme Road. It was mentioned that a planning application had been sent to Planning in the past but was declined.
3. **APOLOGIES FOR ABSENCE**
Cllr G. Roberts
4. **MINUTES**
The updated minutes of the Ordinary Meeting on Wednesday 20th of November 2019, having been previously distributed to all members, they were accepted as correct and signed. Proposed PB, Seconded TR. Unanimously approved.
5. **COUNCILLORS' DECLARATIONS OF INTEREST**
None.
6. **MATTERS ARISING**
 - a. An update on the Stinders site regarding Health & Safety was given by TR regarding the digesters, drainage system, walkway, dyke, parking and turning. It was agreed that a letter be drafted to the IDB. Proposed TR, seconded HD **ACTION ND/TR/CB**
 - b. Painting of the Zig Zags outside the school – CB has contacted Highways and approved subject to weather conditions.
 - c. Risk Assessment and Standing Orders discussed and approved. Proposed HD, seconded ND
 - d. Confidentiality out of meetings was reviewed and ND covered the procedure as follows: Councillors may express their personal opinion outside of meetings so long as it is made clear that it is a "personal opinion" and not necessarily that of the Council. However, councillors must be wary of possible accusations of predetermination.

Signature

Date

7. PLANNING MATTERS

a. Planning Applications received:

b. Lion House - A Parishioner had requested this be discussed again. A review took place and as this was approved at the November meeting, it was suggested that the parishioner contact WNBCKL planning directly as they had already lodged their comments.

c. West Holme Nursery – This had been approved between meetings

d. Stinders development:

CB confirmed that she had made contact with Stinders directly regarding the issues with health and safety/site cleaning, twice but no response.

e. “Bimbos Ark” – garage has been built but should be the result of a separate planning application. CB has advised the Planning Department. To be carried forward to January 2020 meeting

ACTION CB

8. FINANCIAL MATTERS

Statement of Account:

Current balance was £30,457.66 as at 30th November 2019 – confirmed to the Chair by sight of the bank statement.

Payments for authorisation:

1	Westotec Opus Energy Ltd – Street Lighting	£ 29.74
2	HMRC (PAYE)	£ 52.80
3	C. Boyden (salary, expenses)	£ 417.80
4	Subscription 2019/20 to NPTS for training	£ 25.00

To make these payments proposed by PB seconded by HD, agreed. Unanimously approved.

The proposed Budget for 20/21 was approved with no increase on the precept. Proposed HD, seconded RD, unanimously approved.

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 – MD had provided costs via RJF Electrical and further information requested on warranty.

ACTION MD

All carried forward to the January 2020 meeting.

9. CORRESPONDENCE

Agreed that the Help Hub and directory be added to the website.

10. UPDATE ON POLICIES AND PROCEDURES

CB to send out updated Freedom of Information, Retention & Disposal and Information & Data for discussion at the January 2020 meeting

ACTION CB

11. REDUCED SPEED LIMIT TO ADDRESS THE DANGEROUSNESS OF MARKET LANE

The feasibility study on 6 September is still outstanding. CB to contact Linda McDermott at NCC again to chase this up and to be added to the January 2020 meeting agenda.

12. SPEED ACTIVATED MESSAGING (SAM2) SIGN

Unit has been fully repaired and a reading to follow in January 2020

13. CRIME AND POLICE ISSUES IN THE VILLAGE

RJF Electrical was been burgled on the afternoon of the 9th of December.

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. **ACTION RD & CB**
- b. The photographs of the 4 road signs with damage have been reported to Highways.
- c. The BT pole on the Browne’s’ site may have been removed and ND to follow up. **ACTION ND**
- d. The light on Market Lane and Station Road South junction, near the bus stop is not working

Signature

Date

CB to contact the contract holders.

ACTION CB

- e. Station Road North and Little Holme Road junction needs a Give Way sign.
- f. The parking around the school is now causing serious concern for safety. Parking on the zigzag lines, double parking and blocking the view of oncoming traffic is a regular occurrence.

Requests for a 20mph limited and signage were raised. A visit by Highways and the Police needs arranging in the New Year. CB to request assistance from County/Borough Cllr Sandra Squire to arrange a visit by the Schools Safety Officer and Police.

ACTION CB

- g. 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.

15. ENVIRONMENTAL ISSUES

Sparrow Hawks and Tree Sparrows have been sited.

16. GARDENS

The seat from the Eva Kemp Memorial Garden will be collected and ND to advise on new repair contact.

ACTION ND

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 15th January 2020 at 7.30pm

The meeting closed at 9.21pm

Signature

Date