

# WIMBOTSHAM PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 22 September 2009

### Present

Councillors S Bates, B Bowman (Chair), M Burton, N Burton, D Fendley, R James, J Squires

3 members of the public, R Rockcliffe (CC) and PCSO Sophie Watson

Clerk - S Goodwin

Peter Morris of WNVCA spoke to PC explaining the role of WNVCA and the services that are available  
PCSO gave a report on recent crime figures and answered councillors questions

### 15/09 **Accept apologies for absence**

C Doran, PCSO S Green, T Manley (BC)

### 16/09 **Confirm minutes of the meeting held on 4 August**

Having been circulated before the meeting, the minutes were accepted as a true and accurate record by all present at the meeting of 4 August

### 17/09 **Declarations of Interest on Agenda Items**

None

### 18/09 **Public Speaking**

No matters raised

### 19/09 **Matters Arising**

12/09 Newsletters distributed in village. 320 to be printed next time. Printing had been done by clerk using Wimbotsham Parish Council paper and ink cartridges at a very approximate cost of £8

### 20/09 **Correspondence**

Norfolk Minerals and Waste Site public consultation FAQ document

Stakeholder meeting KLBC - Sept.17th at council offices 2pm

Bus Service\_– Some changes to take place in Barry's Cars service

### 21/09 **Highways**

a Inspection of highway matters in Wimbotsham - Clerk to arrange that B Bowman be contacted by NCC to accompany Jon Barnard (NCC engineer)

b Church Road 20mph zone - Clerk had been contacted by a parishioner requesting that this be extended in the village. It had been explained that this was not possible at the present time

c Honey Hill 20mph zone – Notice for proposed order sent by NCC. Clerk to contact highways to request that they check positioning of existing signs in Honey Hill

d Confirmed by NCC and Freebridge that Chapel Lane is unadopted and that each household is responsible for highway in front of their property. Road was not owned by Borough Council when ownership of properties was transferred to Freebridge Housing. Grassed area in front of numbers 17-23 is retained by the Borough Council

e Highways to be contacted concerning faint white line by village hall, 'H' sign in Turners Close and obscured painted 20mph sign on Church Road

### 22/09 **Representatives Reports**

Recreation Ground – S Bates reported that Hog Roast was successful.

Village Hall – M Burton and J Squires reported that Janice Howell (NRCC) had attended a meeting and discussion as to refurbishment had taken place. Wimbotsham Village Hall is on land on short term lease from Stow Estate. This lease is **believed** not valid at the moment but matters are in hand to rectify this.

Village Green – in good condition

Footpaths – Footpaths at Millers Lane and Tinkers Lane have had shrubs and trees trimmed back slightly but nettles still need to be cleared. Clerk to contact Stow Estates again.

Parish Plan – Analysis of returned questionnaires is still taking place

100 Acre Trust – M Burton gave clerk a copy of a Charity Commission document concerning the Hundred Acre Common Charity, No. 208301. This clarifies that PC should appoint 2 Trustees to the Trust Body for the administration of the monies. Copies of the accounts are given to Wimbotsham PC annually for reference. Accounts and monies are held by the Trust Body.

Southern Area Road Safety Committee – M Burton to attend next meeting.

**23/09 Ownership of Public Rights of Way**

NCC is to produce a booklet of circular walks, one of which may be in Wimbotsham. Clarification of ownership of land containing footpaths and rights of way was sought. Enquiry to be sent to Masons Farms and Stow Estates as it is believed they own land concerned.

**24/09 Compost Bin**

Offer of reduced price compost bins received from NCC via Norfolk ALC. None to be purchased

**25/09 Planning**

09/00295/F	Land west of Lakedrove, construction of agricultural building	Approved by KLBC
09/00972/F	43 West Way, extension to existing dwelling	Approved by KLBC
09/01098/F	28 Millers Lane, extension to existing dwelling	Approved by KLBC
09/01099/F	27 Chapel Lane, extension to existing dwelling	Approved by KLBC

Information had been received from KL Planning Office that should a different developer consider applying for permission to build 400 homes (approx.) in Kingfisher Road area, the principal policy recommendations of KLBC planning department would remain the same as in the previous application.

**26/09 Finance**

- a External Auditors report which stated that on the basis of their review and in their opinion the information contained in the annual return is in accordance with the Audit Commission’s requirements and no matters gave cause for concern
- b Clerk enquired what Trust Funds the PC were responsible for as Internal auditor has signed to say that these were in order on Annual Return Section 4k But PC had stated on section 1-11 of the same return that this was not applicable. It was confirmed by members that the PC was not responsible for any Trust Funds
- c That £50 be donated to RBL Poppy Appeal  
*Prop. – D Fendley                      2<sup>nd</sup> – R James                      Agreed unanimously*
- d Agreed cheques be signed and regular payments be made. Signed and witnessed by members
- e Clerk had cancelled ‘sweep’ on accounts as monies can now be readily transferred online. Due to confusion of when sweep was to be cancelled, a 28p fee had been charged by Barclays bank due to account being overdrawn for a short time. Clerk apologised that this had happened

**27/09 Councillors agenda items for next meeting and matters of concern**

Clerk explained that no decision may be made by the PC unless it is first publicised on the agenda. It was further clarified that this was to enable members of the public as well as councillors to know what is to be decided at the meeting.

Copies of Internal Audit – Suggested Question/Action List and Draft Financial Regulations, given to all councillors present. Matters to be on next agenda. Standing orders are currently being reviewed by NALC so draft standing orders will be presented to members when review is complete

**28/09 Date of next meetings**

Next meeting in 2009 will be 10 November. Subsequent meetings to be held on 15 December ’09 and in 2010 – 26 January, 9 March, 20 April, 25 May incl. APM at 7pm, 13 July, 24 August, 12 October, 16 November and in 2011 to be held on 11 January

Meeting closed 9.15 pm

Chairman ..... Date .....