

FINCHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council duly convened on Wednesday 28th November 2018 at Fincham Memorial Hall. Commenced at 7.30pm with Cllr. John Delderfield in the Chair.

Attending:

Cllr. David Bennett
Cllr. John Delderfield
Cllr. Alan Foreman
Cllr. Cathy O'Brien
Cllr. Christine Perry
Cllr. Barbara Ponder
Cllr. Joe Underhill

Clerk – Sarah Thorpe

Mrs Sue Westwood; and two other parishioners were in attendance

1. Apologies for Absence.

Apologies were received and accepted from Cllr. Shaun Blackmur.

2. Declarations of Pecuniary Interests.

None.

3. Public Forum.

Two residents expressed concern about the loss of the footpath sign and style opposite the entrance to California on Boughton Road. They advised that there was a footpath to Barton Bendish at this point, but it was no longer signposted, and a gate had been installed which blocked the route. Cllr. O'Brien advised that she had been liaising with a resident from Swaffham who was trying to collect evidence on ancient footpaths to ensure they were preserved before the deadline to get these registered in 2019. Cllr. O'Brien advised the members of the public that they could assist by providing written evidence that they had walked the route in the past, and it would also be helpful to have written evidence from any other residents who had walked the route. Cllr. O'Brien to provide the two residents with contact details for the member of the public from Swaffham.

4. Minutes of the Ordinary Meeting held on 26th September 2018 and Extra-Ordinary Meeting held on 5th November 2018.

The Chairman asked Councillors to look at the accuracy of the minutes. Following a proposal by Cllr. Underhill, seconded by Cllr. Perry, it was agreed by all to accept the minutes of both meetings as a true record and they were signed by the Chairman.

5. Matters Arising.

The Clerk advised that all matters had been actioned.

Borough Council (BC) Planning Enforcement had investigated the referral of an alleged unauthorised advertisement on High Street and this had now been removed.

Norfolk County Council (NCC) Highways had advised that they would be installing 30mph roundels on the road surface of the High Street and these should be installed by Christmas.

6. Finance matters

Item a. Donation to Royal British Legion Poppy Appeal. A poppy wreath had been obtained by the Clerk and given to the Chairman. Following a proposal by Cllr. Foreman, seconded by Cllr. O'Brien it was agreed by all to make a donation of £25 to the Royal British Legion Poppy Appeal.

Item b. Donation to Memorial Hall from Glass Recycling Credits. The Clerk reported that the glass recycling credit received for 2017/18 was £224.83 against the cost of £59.28 making a net profit of £165.55. This was slightly more than the previous year. The PC had made a provision in the budget to allow for a donation of £310, which was approximately the amount given in previous years, before the BC started collecting glass in the green recycling bins. A discussion took place and it was agreed that the PC should cover the cost of the bottle bank emptying and donate to the Memorial Hall the amount that had been allowed in the budget. Following a proposal

Signed as a true record of the meeting: _____

Date: _____

by Cllr. Perry, seconded by Cllr. O'Brien it was agreed by all to make a donation of £310 to the Fincham Memorial Hall.

Item c. Approval of Monthly Expenditure. The Clerk ran through the below payments for authorisation. Following a proposal by Cllr. Underhill, seconded by Cllr. O'Brien, the payments were authorised and the cheques and direct debit mandate were presented to Councillors for signature at the end of the meeting.

Payee	Goods/ Services	VAT	TOTAL	chq no	Supplier/Service
E-on	13.97	0.70	14.67	D/D	Streetlighting electric October
S Thorpe	284.78		284.78	S/O	Clerk's salary October
Norfolk County Council	710.00		710.00	D/D	Allotment rent for 6 months
Wave	13.05		13.05	D/D	Allotment water supply
S Thorpe	90.47		90.47	323	Clerk's exp/arrs/admin Oct/Nov
URM (UK) Ltd	12.00	2.40	14.40	324	Glass Recycling Sept
CGM Ltd	361.80	72.36	434.16	325	Grounds maintenance Sept/Oct
SLCC Enterprises Ltd	88.00	8.00	96.00	326	Clerk's Training
Glasdon UK Ltd	43.58	8.71	52.29	327	New litter bin liner
RBL Poppy Appeal	25.00		25.00	328	Donation S137
Fincham Memorial Hall	310.00		310.00	329	Donation to Hall
Westcotec Ltd	37.98	7.62	45.60	D/D	Streetlighting maint
E-on	14.44	0.72	15.16	D/D	Streetlighting electric Nov
S Thorpe	284.78		284.78	S/O	Clerk's salary November
		£ 2,289.85	£ 100.51	£ 2,390.36	

Item d. Reconciled cashbook. The Clerk presented the completed cashbook to the end of October 2018. The Chairman viewed the cashbook and agreed the bank statements to the reconciled figures.

Item e. Quarter 2 Finance Review. The report had been circulated to councillors. The Clerk reported that income and expenditure were generally in line with budget and that cash flow was looking good at this point in the year.

Item f. Draft budget for 2019/20. A draft budget had been prepared by the Clerk and copies given to all councillors. The Clerk advised that the budget for expenditure was currently £419 above the budget for income, if the Precept was set at the same level as last year for the Band D taxbase. A discussion took place on the figures and the possible options to cover the deficit. Full information on how this could be addressed would be presented at the January PC meeting, when a decision would need to be made on setting the Precept for 2019/20.

7. Planning matters

Item a. New applications: None.

Item b. Decisions from the BC: the following application had been permitted.

18/00991/F Rear single storey extension at The Kingfisher, High Street.

8. Health & Safety issues

Item a. Issues requiring attention to be reported by Clerk:

No new issues to report.

Update on previously reported issues -

- High Street (Bretts corner) to Downham Road (petrol station) – footpath needs siding out by Rangers. No action, to be chased up.
- Downham Road (land on the corner just after Lynn Road junction) – overhanging trees. Landowner had been identified and Cllr. Underhill had spoken with the owner who had agreed to take action.
- Downham Road (just before Ashdale Cottage, on petrol station side of the road) – two trees overhanging footpath. No action, to be chased up.
- High Street (near Lynn Road junction) – trees overhanging footpath. Resident had advised the trees were not owned by him.

Item b. Return of Health & Safety Inspection sheets. Four inspection sheets were returned. A new liner had been installed in the bin on The Green which had resolved the issue that was preventing this bin being emptied. No other action was required.

Item c. Nature Reserve and Skinners Lane/Wereham FP1. The free trees from the Woodland Trust had arrived and been planted.

Cllr. Perry and Cllr. Ponder had walked the circular route and provided a draft document to amend the document originally produced. This new document was to be checked for accuracy and then discussed further at the next PC meeting.

An email had been received from the Countryside Access Officer for NCC advising of the work that had been done to re-open the Skinners Lane/Wereham FP1. Part of the original route of the footpath had been discovered and the overgrown vegetation had been cleared by the landowner, which had opened up the southerly section of the path last year, and more recently NCC had contractors in clearing vegetation from the section that abuts the Nature Reserve. All that remained was to install a bridge/culvert along the lane and to repair or replace the vandalised bridge at the eastern end of the Nature Reserve (both of which NCC hoped would be carried out by the end of March 2019), and then the route would be fully open. NCC believed that walkers would find this a very pleasant route.

9. Correspondence.

The Clerk drew councillors' attention to the following items:

- Confirmation from the BC on the introduction of an Order on control of dogs within all enclosed children's play areas in the BC administration area from 1st December 2018.
- Consultation from the BC on a Polling District and Places Review. The Clerk had confirmed that there were no proposed changes to the arrangements for Fincham.
- Consultation from NCC on their Budget for 2019/20.
- October Parish Newsletter from Norfolk Constabulary.
- Further information and consultation on Norwich Western Link options from NCC.
- Information on the King's Lynn Shakespeare Festival during April 2019.
- Clerks and Councils Direct Newsletter.

10. Parish Affairs.

Item a. Allotment matters. There was one more vacant plot and four current tenants had not yet paid the rent for their plots.

Cllr. Perry advised that the Community Payback Team (CPT) had continued to carry out requested work on the vacant plots and a new agreement had now been signed for this work, and other work within the parish, to continue in 2019. The CPT coordinator would be taking on three vacant allotment plots as an additional project from 27th December 2018, and visits would take place on a weekly basis.

Cllr. Perry asked the Clerk to speak to CGM about providing some more free bark for the allotments.

The Clerk advised that the sale of the narrow strip of allotment land off the A1122 had now been completed by NCC.

Item b. Community Payback Team (CPT) work. Already discussed under previous items.

Item c. Update on Speed activated messaging sign (SAM2). Cllr. O'Brien had not been able to produce her usual report as she had not yet had time to re-install the software to analyse the traffic data. The Chairman had provided printouts of the data which he passed to Cllr. O'Brien and a discussion took place on the data. Councillors agreed that the figures were encouraging and that there did appear to be a reduction in the number of vehicles exceeding the speed limit. The Chairman thanked Cllr. O'Brien for her continued work on producing reports and Cllr. Foreman for his assistance with moving the sign.

Item d. Application to NCC Parish Partnership Scheme for 2019/20. A discussion took place on the items which could be funded by the scheme. No project was put forward for the coming year and therefore an application would not be submitted.

Item e. Community Speed Watch Scheme. Cllr. Ponder advised that they had started the scheme and it was going very well. So far 160 offenders had been recorded and their details passed to the police for letters to be sent out. If they offended again, anywhere in Norfolk, they would receive a stronger worded letter and if they offended a third time, they receive a visit from a police officer and are warned that the speed of their vehicle is now being closely observed by the police. Cllr. Ponder informed the councillors that one of the volunteers would be leaving the village soon so another volunteer will be needed, or the scheme would not be able to continue. Thanks, was expressed to Cllr. Ponder for acting as the co-ordinator.

Report from Police Engagement meeting. Cllr. Ponder had attended the meeting and had given all Councillors a copy of her report from the meeting; the full report to be added to the PC website. Details were given of the new Beat Managers who had been appointed for each neighbourhood area; PC Ryan Williams is the Beat Manager for Fincham. PC Lee Anderton is the Engagement Officer for West Norfolk working with the Beat Managers; his brief includes the Community Speed Watch. It was reported that Speed Watch teams now have a new Community Protection Order, if they are verbally abused during their watch, a note of the vehicle's registration is sent to PC Anderton, with relevant details of the situation and names of watch members involved. At the meeting there was an opportunity for questions from the floor which included a discussion on the usefulness of the Safer Neighbourhood Action Panel (SNAP) meetings; the ineffectiveness of sending data collected by SAM2s to the Camera Partnership Safety Team – PC Anderton asked for this information to be sent to him in future (Clerk to ask him what format he would like the data in). Posters on how to contact your local police were given out at the meeting and these would be put up on the Memorial Hall notice board and at a business location in the village.

Item f. 30mph speed limit signs for refuse bins. The Clerk advised that following the item appearing in the newsletter no residents had so far got in touch to ask for the signs for their refuse bins. Some councillors asked for the signs and it was agreed that the Clerk should initially order 12 and hand them out to the councillors requesting them, with the hope that once installed this would encourage other residents to request the signs.

Item g. Footpath on Boughton Road. This matter had already been discussed under item 3.

Item h. Love West Norfolk campaign. Information had been received inviting Parish Councils to join the campaign by signing up to be a Reason to Love West Norfolk. A discussion took place on this matter and following a proposal by Cllr. Ponder, seconded by Cllr. O'Brien, it was agreed by all that the Clerk should sign the PC up.

11. Items for the next agenda.

Items to remain on the agenda as already agreed.

12. Parish Council meeting dates for 2019. Meetings dates for 2019 would be the fourth Wednesday of every other month from January except for the May AGM meeting which would be on Tuesday 7th May, starting at 7.45pm, as it needed to be earlier in the month to comply with regulations following the PC elections. Exact dates given to councillors and to be put on the PC website and notice board.

13. Date of next meeting.

The next meeting would be an Ordinary Meeting on Wednesday 23rd January 2019 at 7.30pm

There being no further business, the meeting closed at 8.52pm