

FINCHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of Fincham Parish Council held on **Wednesday 22 November 2023** starting at **7.01pm** in **Fincham Memorial Hall**, High Street, Fincham, King's Lynn, PE33 9EJ

Present:

Councillors: S Blackmur (Chairman), B Ponder, D Stringer, R Underhill & J Lunan

County Cllr Long

Borough Cllr Moriarty (until 8.30pm)

Clerk (Locum) – K Walker

Press: 0

Public: 2

1. Election of Chairman (for this meeting only) & Acceptance of Office

Cllr Ponder nominated Cllr Blackmur, seconded by Cllr Stringer, all in favour. Cllr Blackmur accepted the position of Chairman (for this meeting only) & signed the Declaration of Acceptance of Office

2. Election of Vice Chairman & Acceptance of Office

Cllr Ponder nominated Cllr Blackmur, seconded by Cllr Lunan, all in favour. Cllr Blackmur accepted the position of Vice Chairman & signed the Declaration of Acceptance of Office

3. Apologies for absence

Cllrs A Desborough, O'Brien, R Desborough & Borough Cllr Devulapalli

4. Declarations of interests / Dispensation requests

None

5. Minutes of meeting held on 27 September 2023

Accepted by all as true record of meeting & signed by Chairman, proposed: Cllr Stringer, seconded: Cllr Ponder

6. Public forum

A member of the public introduced themselves & another advising they were present for a planning application

7. Reports

7.1. Police – No representative was present & no report was provided

7.2. NCC - Cllr Long provided an update on County matters & answered questions

7.3. BCKLWN – Cllr Moriarty provided an update on Borough matters. A report provided by Cllr Devulapalli was circulated to Councillors

8. Matters arising from previous minutes

None

9. Finance

9.1. Bank signatories – Cllr Blackmur advised new log on details still hadn't been received but expected this would be rectified in a matter of days so John Delderfield could be released.

9.2. Income – Receipts of £45.58 from Westcotec (Street Lighting Maintenance contract refund), £491.60 from NCC (Recycling Credits) & £1147.18 from BCKLWN (CIL) were noted

9.3. Expenditure – Payments list as detailed approved by all. Proposed: Cllr Lunan, seconded: Cllr Underhill

Signed:..... (Chairman)

Date:.....

Method	Description	Supplier	Net	VAT	Total
S/O, BACS & D/D	Staff costs / expenses (Oct)	HMRC / Clerk	1,295.01		1,295.01
BACS	Training	SLCC Enterprises Ltd	120.00	24.00	144.00
BACS	Donation	RBL Poppy Appeal	25.00		25.00
BACS	Street lighting maintenance	K&M Lighting Services Ltd	140.80	28.16	168.96
BACS	Election charges	BCKLWN	45.50	9.10	54.60
D/D	Street lighting electric	N Power	30.86	1.54	32.40
BACS	Tree clearance	Giant Tree Services	80.00		80.00
BACS	Newsletter printing	Limetree Printing	26.00		26.00
D/D	Grounds maintenance	CGM Ltd	88.50	17.70	106.20
BACS	Allotment petrol, can & lock	J & PM Lunan	91.41		91.41
S/O & BACS	Staff costs / expenses (Nov)	HMRC / Clerk	1,084.45		1,084.45
D/D	Allotment rent	Norfolk CC	755.00		755.00
D/D	Street lighting electric	N Power	36.03	1.80	37.83
D/D	Grounds maintenance	CGM Ltd	98.50	19.70	118.20
D/D	Bottle bank emptying	URM (UK) Ltd	21.60	4.32	25.92
BACS	Training	NPTS	60.00		60.00
		Total	3,998.66	106.32	4,104.98

PRE-APPROVED

BACS	Allotment petrol	J & PM Lunan	TBC	TBC *
BACS	Newsletter printing	Limetree Printing	27.00	27.00

*Cost of 10 litres of fuel as & when required for Community Payback Team visits, proposed: Cllr Underhill, seconded Cllr Ponder

- 9.4. Reconciled cashbook – Cllr Blackmur confirmed the bank reconciliation/s (to 31 October 2023) against the bank statements to be correct
- 9.5. Quarter 2 finance report had been circulated to all members by the Clerk prior to the meeting. The review was accepted by all. Proposed: Cllr Ponder, seconded: Cllr Underhill
- 9.6. Draft budget for 2024/25 – A draft budget had been prepared by the Clerk & circulated to all members prior to the meeting. The Clerk advised the budget for income was lower than previously due to the loss of agricultural allotment rental income & churchyard contributions. To balance the budget some monies could be taken from reserves, although an increase in precept would still be required. A brief discussion took place on the figures. Clerk was asked to include the cost of a new dog waste bin. Updated information would be presented at the next meeting when a decision would need to be made on setting the precept for 2024/25
- 9.7. National Salary Award 2023-24 – Noted. Backdated pay to 1/4/23 would be calculated & processed
- 9.8. The Pensions Regulator re-declaration of compliance - Completion of re-declaration noted
- 9.9. Appointment of Internal Auditor for 2023/24 – It was resolved to appoint C Hurley to undertake the 2023/24 internal audit. Proposed: Cllr Ponder, seconded: Cllr Stringer

10. Planning

10.1. Consultations on applications

- **23/01675/F** Full Planning Application for Building to Replace Existing Function Space. Wedding Venue Marquee Timbers Lynn Road Fincham King's Lynn Norfolk PE33 9HE
Response to Parish Consultation: **SUPPORT**
- **23/01969/F** Extension to rear of property following removal of conservatory, utility wall and outbuilding Old Post Office High Street Fincham King's Lynn Norfolk PE33 9EJ
Response to Parish Consultation: **SUPPORT**
- **23/01970/LB** Listed Building Application: Extension to rear of property following removal of conservatory, utility wall and outbuilding Old Post Office High Street Fincham King's Lynn Norfolk PE33 9EJ
Response to Parish Consultation: **SUPPORT**

Signed:..... (Chairman)

Date:.....

10.2. Decisions

- **23/01486/F** 2 Churchill Crescent Fincham King's Lynn Norfolk PE33 9EU - Two storey side extension
Application Permitted 11 October 2023 Delegated Decision
- **23/01327/F** Land North of Rosewood Marham Road Fincham Norfolk - VARIATION OF CONDITIONS 10, 11 AND 12 OF PLANNING PERMISSION 16/01747/O: Outline for erection of 5 detached dwellings
Application Permitted 13 October 2023 Delegated Decision
- **23/00202/TREECA** Talbot Manor High Street Fincham King's Lynn Norfolk PE33 9HD - 1 Diseased Horse Chestnut to be removed. 2 Hornbeam crown reduction up to 2 metres and back to appropriate pruning points. Hornbeam, only planning to reduce over extended lower limbs (liable to fracture) and remove dead wood
Tree Application - No objection 15 November 2023 Delegated Decision

11. Parish Matters

- 11.1. Return of health & safety inspection sheets – Three, no action needed. No issues reported
- 11.2. Nature Reserve – Cllr Stringer said the full flail cut had not produced such good results as in previous years so a change of regime may be needed next season
- 11.3. Allotments
- a) Agricultural – The Clerk confirmed the surrender of the agricultural allotments land was underway & paperwork had been received from the land agents solicitors
With regards to the rent increase on the remaining land, the land agent declined to reconsider the proposed rent increase, although confirmed they would only be charging rent for 1 acre, which is less than anticipated, making it more affordable
- b) Garden – Cllr Lunan confirmed a new Community Payback Team agreement was in place & the team had returned. A combination lock had been purchased & fitted to securely store the petrol, can & any other required items. All reimbursed items remain council property & will be returned in the event of Cllr Lunan ceasing to be a councillor. Work to clear two plots had commenced & new tenants found. More time was needed to understand if a skip or clearance company was needed, therefore this would be carried over to the next meeting
One tenant had requested to keep chickens on their plot & another to keep bees on theirs. Council agreed in principle, although both tenants would be required to agree to remove them upon request & at their own expense, should any problems be encountered. Proposed: Cllr Ponder, seconded: Cllr Lunan, all in favour
- 11.4. Community Speed Watch Scheme – Cllr Pounder confirmed the existing team was disbanded in the summer. If a new team is formed the scheme could be reinstated
- 11.5. SAM2 – A report prepared by Cllr R Desborough was circulated prior to the meeting. Data is now being captured. Some siting issues need following up with those who can resolve the issues as some updates are outstanding. County Cllr Long agreed to chase Highways Engineer on Marham Rd issue
- 11.6. TROD – Cllr Underhill reported that work was almost complete. Photos would be captured for inclusion in the next newsletter. County Cllr Long advised he may be able to offer some financial assistance if & when grant funding for the second phase of the project is applied for
- 11.7. Dog waste bins / labels – The Borough Council confirmed they are unable to supply stickers to indicate dog waste can be put in regular waste bins. They suggested detailing in our newsletter & signposting to their link. Additional leaflets could be sent if necessary. It was decided not to pursue the purchase of any alternative labels
- 11.8. Defibrillator – The insurance company confirmed they would not cover theft/vandalism in the event of the code being on display so it was decided not to display the code

12. Correspondence

All correspondence of note circulated to Councillors prior to meeting. The Clerk ran through the following items & Council agreed the required action:

- Your Visit West Norfolk Entry – Clerk to liaise with Borough Cllr Moriarty for further clarification
- Hedgehog Highway Project – Clerk to forward further details to councillors
- RSPCA East Winch Wildlife Centre Christmas Market – newsletter not until Jan/Feb so no action
- Norfolk ALC Promotes D-DAY 80 - 6TH JUNE 2024 – no action

Signed:..... (Chairman)

Date:.....

- Norfolk Befriending Service – promote where/when appropriate
- Careline scam - noted

13. Newsletter

It was confirmed the next one would be the Winter edition, expected to be ready & distributed sometime in late January or early February

The number of copies required has increased from 260 to 270

Items for inclusion: Use of waste bins for dog waste (detailing link provided by BCKLWN) & TROD update. Additional items would be agreed at the next meeting

14. Review & adoption of Parish Council Documents

It was resolved to re-adopt the following Parish Council Documents:-

Members' Handbook; Risk Management Assessment; Business Recovery Map/Continuity Plan; Information available under the Model Publication Scheme & Data Protection Policy

Proposed: Cllr Ponder, seconded: Cllr Lunan, all in favour

15. Agenda items for next meeting

Donation of recycling credits, skip hire or clearance for allotments & update on historical council documentation

16. Meeting dates for 2024 / Date of next meeting

The proposed schedule of meeting dates for 2024 circulated prior to the meeting was agreed, proposed: Cllr Stringer, seconded: Cllr Ponder, all in favour

Memorial Hall bookings for the agreed dates & times were confirmed by Cllr Ponder

Next meeting: Wednesday 24 January 2024 at 7pm for an Ordinary Meeting

Meeting closed: 8.48pm