

# FINCHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of Fincham Parish Council held on **Wednesday 20 March 2024** starting at **7.22pm** in **Fincham Memorial Hall**, High Street, Fincham, King's Lynn, PE33 9EJ

**Present:**

Councillors: C O'Brien (Chairman), S Blackmur, B Ponder, D Stringer & R Underhill

County Cllr Long  
Borough Cllr Moriarty

Clerk (Locum) – K Walker

Press: 0  
Public: 1

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**1. Apologies for absence**

Cllr J Lunan & Borough Cllr Devulapalli

**2. Declarations of interests / Dispensation requests**

None

**3. Minutes of meeting held on 24 January 2024**

Approved by all as true record of meeting & signed by Chairman. Proposed: Cllr Blackmur, seconded: Cllr Ponder, all in favour

**4. Public forum**

None

**5. Member vacancies / Next steps for co-option**

There are currently two member vacancies that Electoral Services has advised can now be filled by co-option in line with the council's Co-option Policy. The vacancies will be advertised on the noticeboard, website & Facebook. Applications will be considered at the May meeting (providing received in time)

**6. Assignment of tasks / Appointment to working groups & committees**

- Footpaths – Cllr Underhill

Remaining tasks, working groups & committees would be carried to & decided at the May meeting

**7. Reports**

7.1. NCC – Cllr Long provided an update on County matters, SAM2 siting issues & answered questions

7.2. BCKLWN – Cllr Moriarty provided an update on Borough matters including CIL funding, planning & support for parish councils, including a new e-mail address from 1<sup>st</sup> May.

An e-mailed report from Cllr Devulapalli was circulated to members

**8. Matters arising from previous minutes**

None

**9. Finance**

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

Method	Description	Supplier	Net	VAT	Total
S/O & BACS	Staff costs / expenses (Feb)	HMRC / Clerk	953.40		953.40
D/D	Bottle bank emptying	URM (UK) Ltd	10.80	2.16	12.96
D/D	Street lighting electric	N Power	45.47	2.27	47.74
S/O & BACS	Staff costs / expenses (Mar)	HMRC / Clerk	815.60		815.60
D/D	Street lighting electric	N Power	39.05	1.95	41.00
BACS	Software licence	Starboard Systems Ltd	149.64	29.93	179.57
BACS	Legal fee	Fraser Dawbarns	380.00	70.00	450.00
D/D	Allotment water supply	Wave	217.65		217.65
	Bank charges	Unity Trust Bank	18.00		18.00
<b>Total</b>			<b>2,629.61</b>	<b>106.31</b>	<b>2,735.92</b>

#### PRE-APPROVED

D/D	Fees	ICO	35.00		35.00
D/D	Dog bin emptying	BCKLWN	95.16	19.03	114.19
D/D	Bottle bank emptying	URM (UK) Ltd	21.60	4.32	25.92
BACS	Subscriptions	Norfolk ALC	249.37		249.37
BACS	Training	SLCC	120.00	24.00	144.00
BACS	Printer (& ink)	TBC	TBC	TBC	TBC *
TBC	Emergency meeting cover	TBC	TBC		TBC **
BACS	Allotment poles & numbers	TBC	TBC	TBC	TBC ***

\* Approximately £190, \*\* Approximately £120, \*\*\* Upto £150 excluding VAT, proposed: Cllr Ponder, seconded Cllr Underhill

- 9.2. Reconciled cashbook – Cllr O'Brien confirmed the bank reconciliation/s (to 29 February 2024) against the bank statements to be correct
- 9.3. Grounds maintenance costs (for 2024) – The quote provided by the current contractor was reviewed & noted. Cllr Stringer advised the full flail cut of the Nature Reserve was not required this year as it had not produced the desired results last year. Clerk to notify contractor & also to check that all verges & footpaths as clarified last year are definitely being cut
- 9.4. Earmarked reserves – It was resolved to transfer to the savings account (after year end). Proposed: Cllr Stringer, seconded: Cllr Blackmur

## 10. Planning

### 10.1. Consultations on applications

- **24/00290/F VARIATION OF CONDITION 8 OF PLANNING CONSENT DM6628:** Site for erection of Bungalow for Agricultural Worker. Klearview Lynn Road Fincham King's Lynn Norfolk PE33 9HE  
Response to Parish Consultation: **SUPPORT**

### 10.2. Decisions - None

## 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 it has been well used over the winter & looked nice. A bench may need replacing in the future & it was suggested this be included in next year's budget
- 11.3. Allotments
- a) Agricultural – Clerk advised the surrender of the agricultural allotments was now complete
- b) Garden – An update would be provided at the next meeting when Cllr Lunan is present. Informal costs had been sent to the Chairman & the purchase of poles & numbers had been approved (as per the pre-approved list). However, a formal quote from an appropriately registered, qualified & insured company able to remove trade waste would be required for the waste removal. If Cllr Lunan is unavailable at any time the Payback Team are scheduled in the future, Cllr Ponder offered to help

Signed:..... (Chairman)

Date:.....

- 11.4. SAM2 – It was resolved to postpone the use of the SAM2 until a new lead Councillor has been assigned. It was hoped this would be at the next meeting. In the meantime, the SAM2 would remain in Crimplesham. Proposed: Cllr Blackmur, seconded: Cllr Ponder, all in favour
- 11.5. Chalk Pit registration – The solicitors confirmed a possessory title had been granted by the Land Registry. Clerk queried the address on the title & the solicitor is checking if it can be changed

**12. Correspondence**

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

- Biodiversity Webinar advertised by NALC – Cllr Ponder to attend, Clerk will forward details

**13. Newsletter**

The date of the next edition & items for inclusion would be decided at the next meeting

**14. Biodiversity Policy**

It would be carried to the next meeting to consider if council wish to implement a policy

**15. Agenda items for next meeting**

Co-option, assignment of remaining tasks to members & appointment to working groups & committees (if applicable), waste disposal for allotments, Chalk Pit use ideas, new waste bin, newsletter & biodiversity policy

**16. Date of next meeting**

Wednesday 22 May 2024 at 7pm – Annual Meeting of the Parish Council

**Meeting closed:** 8.17pm