

CRIMPLESHAM PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council, duly convened on Monday, 20th July 2015 at Crimplesham Village Hall. Commenced at 7.30pm with Councillor Pamela Biggs in the chair.

Attending:

Cllr. Pamela Biggs
Cllr. Jeffrey Carter
Cllr. Kevin Cornwell
Cllr. Barry Crowson
Cllr. James Lane

Clerk – Sarah Thorpe

Cllr. Sandra Squire – Borough Councillor

No parishioners were present

1. Apologies for Absence

Apologies were received from Cllr. David Lane and Cllr. Janet Watkins.

2. Declarations of Interest

No declarations were made.

3. Public Forum

No parishioners were present.

4. Police Report

An email had been received advising of the next SNAP (Safer Neighbourhood Action Panel) meeting on Monday 10th August at Downham Market Town Hall in the Assembly Rooms from 7pm. These meetings would now cover Downham Market, Terrington and Watlington. Crimplesham no longer has a Parish Liaison Officer assigned to the village but any issues that arise would be dealt with by the team within the policing district. Parishes are being encouraged to sign up for Police Connect which gives weekly updates of crimes and issues in the area. Anyone can sign up by visiting the Norfolk Police website on www.norfolk.police.uk. Cllr Cornwell advised that he had spoken to a member of the team carrying out recent speed checks in the village and been given contact details to refer any regular misuse of the weight restriction by HGVs. These details were passed to Cllr Carter.

5. Minutes of the Meeting Held on 18th May 2015

The Chairman reminded councillors to look at the accuracy of the minutes, and that matters arising would be dealt with imminently. Following a proposal by Cllr. Crowson, seconded by Cllr. James Lane, the minutes were agreed as a true record and signed by the Chairman.

6. Matters Arising

The Clerk advised that all actions from the meeting had been carried out.

7. Finance

Item a. Approval of Monthly Expenditure. The Clerk ran through the payments for authorisation. Following a proposal by Cllr Cornwell, seconded by Cllr Carter,

Signed as a true record of the meeting: _____ Date: _____

the payments were authorised and the cheques were presented to councillors for signature at the end of the meeting as follows:

Payee	Goods/ Services	VAT	TOTAL	Ref	Supplier/Service
E-on	17.58	0.88	18.46	DDR	Street Light Electric June
HMRC	42.10		42.10	S/O	PAYE May
S Thorpe	168.44		168.44	S/O	Clerk's salary June
E-on	17.01	0.85	17.86	DDR	Street Light Electric July
S Thorpe	168.44		168.44	S/O	Clerk's salary July
HMRC	42.10		42.10	S/O	PAYE June
S Thorpe	48.39		48.39	100724	Clerk's expenses June/July
Earth Anchors Ltd	146.95	29.39	176.34	100725	Dog waste bin
K&M Lighting Services Ltd	20.10	4.02	24.12	100726	Street light maint June/July
S Arrows Business Finance	30.00	0.00	30.00	100727	Spring newsletter printing
	£ 701.11	£ 35.14	£ 736.25		

Item b. Review of Reconciled Cashbook. The Clerk advised that she had reconciled the cashbook to the end of June and presented the cash book and bank statements to the Chairman for inspection.

8. Planning Matters

Item a. Planning Application 15/00732/F – Construction of semi-detached dwellings at land adjacent the Stables, Main Road, Crimplesham.
 The PC had considered the application after the last meeting and made a decision to OBJECT to the application as it was too close to neighbouring properties; would restrict light into The Stables; and overlook neighbours at the rear. A comment was also added that the PC did not have a problem with a dwelling or dwellings on the site just the details of this application. The Borough Council (BC) had advised that this application was to be determined by the Planning Committee on Monday 27th July. The BC had also advised that a Tree Preservation Order was to be served upon the owners in connection to the Horse Chestnut tree at the front of The Stables.

Item b. Planning Application 15/00822/F – Construction of one dwelling between Adelphi Terrace & Tudor Cottage, Main Road, Crimplesham. An application had been received since the last PC meeting. The PC had considered the application and decided to SUPPORT the application as it would tidy up the plot and enhance the area. The BC had advised that this application had been permitted.

Item c. Planning Application 15/00877/O – Outline application for the erection of one bungalow at 1 Springfield Close, Crimplesham. An application had been received since the last PC meeting. The PC had considered the application and decided to SUPPORT the application but would like to see the bushes and vegetation cleared at the site to make way for the new building.

Item d. Planning Application 15/01108/F – Erection of warehouse for storage, repair and distribution of pallets at New Road, Crimplesham. An application had been received just before the meeting and brought to the meeting. Councillors agreed that more time was needed to consider the application and that it should be circulated to all. Cllr David Lane would then advise the Clerk of the decision of the Council, and the Clerk would reply to the BC.

9. Health & Safety

Item a. Matters Requiring Attention. The following issues were raised:

- Pot hole outside Mole End on Main Road
- HGV restriction sign at entrance to Willow Heath Road from A1101 is leaning over and needs repositioning.

Signed as a true record of the meeting: _____ Date: _____

Action: Clerk to report issues to Highways.

Item b. Health & Safety Inspections for PC assets. Completed inspection sheets were returned to the Clerk by Councillors. No action was needed. Blank sheets were handed out for completion and return at next meeting.

10. Correspondence

The Clerk updated the PC with items of correspondence received which included:

- Information from the BC on the adjournment of the hearing sessions with the Planning Inspector on the “King’s Lynn and West Norfolk Local Plan – Site Allocations and Development Management Policies Document.”
- Information from NCC on the Parish Partnership Scheme for 2016/17

11. Parish Affairs

Item a. Crimplesham Playing Field. Cllr David Lane had met with the Community Payback Unit (CPU) to discuss the work to be completed at the Playing Field. The PC agreed to this work taking place and documentation completed and returned to CPU. The door/window of the shed needs attention and Cllr Crowson agreed to go and take a look to access the situation.

Item b. Parish Partnership Scheme (PPS) – Village Gateways. Highways have advised that the sign saying “Crimplesham” was removed as extended posts will now be needed for the sign and these had to be ordered. The sign is being safely stored and will be returned to the site when the posts have arrived. The 30mph signs will also be attached to the gates at the same time.

Item c. Dog Waste Bins. Cllr. Biggs had taken delivery of the new dog bin. Highways had advised that they were happy with either location suggestion by the PC. The PC agreed that it should be situated in the verge on Main Road, in the area just past the entrance to the Church heading out of the village. Cllr Cornwell to look at installing and the Clerk to arrange for the BC to apply for the required license and then commence emptying.

Item d. Repairs to damaged street light. The contractors had advised that they had inspected the damaged post at Springfield Close and that it was not in need of replacement. If the PC wished to have it straightened it would cost £85 plus VAT but this was not necessary. The PC decided that as the contractor considered the street light to be safe no action should be taken.

Item e. Weight restriction signs. The size and position of the signs was discussed. The PC felt that as Highways and the Police both felt the signs were the correct size and in the best position then nothing further could be done.

Action: Clerk to contact BC regarding item c

12. Internal Council Affairs

Item a. Review of Parish Council Documentation. Amendments had been made to the Standing Orders and Financial Regulations within the Members’ Handbook. It was agreed that the amended Handbook would be reviewed by Cllr David Lane and then discussed at the next meeting.

13. Agenda Items for the Next Meeting

Items to remain on the agenda as already agreed.

Signed as a true record of the meeting: _____

Date: _____

CPC/FC/15/16

14. Date and Time of the Next Meeting

Monday 21st September 2015. Commencing at 7.30pm in Crimplesham Village Hall for an Ordinary Parish Council Meeting.

Cllr. James Lane gave his apologies in advance for the next meeting.

Meeting closed at 8.20pm

Signed as a true record of the meeting: _____

Date: _____