

**Minutes of the meeting of The Welney Parish Council**  
**held in The Parish Hall, Welney**  
**on Tuesday 1<sup>st</sup> March, 2016 at 7.30 p.m.**

**Present:** Cllr.K.Goodger (Chairman) Cllrs.L.Bombata, H.Cowles, P.Edmunds, J.Elliott, G.Rainbird,  
8 members of the Public and the Clerk.

The Chairman welcomed everyone to the meeting and expressed sincere condolences from the council to Cllr.Gilbert on the sad loss of his wife.

**1. Apologies were received** from: Cllrs. K.Cowles, R.Gilbert and Dist.Cllrs. D.Pope, V.Spinkings.

**2. Declaration of Interests** – None at this stage.

**3. Public Participation** – The following points were raised for consideration

- Possibility of more information being included on the Agenda so that persons wishing to attend the meeting would be aware of the up to date position of any one item. The Chairman confirmed that he and the Clerk will be meeting the Monitoring Officer as soon as convenient to discuss Agenda setting amongst other matters.
- Clean up of the Village – It was confirmed that this article was on the Agenda for later in the meeting
- Lease of Parish Hall – At a previous meeting it was confirmed that a survey would be carried out within the village regarding the use of the Parish Hall for a Youth Enterprise Scheme. At present this survey had not taken place, but it was confirmed that negotiations were in hand with the Environment Agency for an extension of one year to the current lease when it expired on 25<sup>th</sup> March, 2016
- Mrs.Fleming asked why nothing had been heard from Highways regarding her reports of various accidents on the Wash Road during the second half of 2015. This matter would be taken up again with Highways as it was understood that they would be communicating direct with Mrs.Fleming.

**4. Minutes of Last meeting** – The Minutes of meeting held on 2<sup>nd</sup> February, 2016 having been circulated to all councillors, were confirmed and signed as a correct record of that meeting.

**5. Matters Arising**

a. Village Clean up - Awaiting further information from the Borough Council.

b. Defibrillator – Cllr.Edmunds had requested a fund raising pack for the defibrillator, and the assistance request form was sent off on 22<sup>nd</sup> February with a Copy forwarded to councillors for their information.

**6. Policy to Deal with Offensive remarks at meetings** – Cllrs.Bombata and Elliott had prepared a draft Policy. Copies were handed to Councillors and they were requested to read the policy and it would be included on the Agenda at the next meeting.

**7. Finance**

The following invoices have been received for payment and on the proposition of Cllr.Cowles, seconded by Cllr.Elliott and unanimously agreed, the cheques were signed:

Westcotec – lighting maintenance for January and February	133 . 34
Mrs.P. Copeman – Clerks Expenses – January, February & March	86 . 47
Matthew Lawrence – Deconstruction of Old Pavilion	3,900 . 00

The Clerk confirmed that Doubledays had been requested to empty the cesspit at the old pavilion, and this should have been done on 24<sup>th</sup> February. However the invoice in the sum of £85.00 had not yet been received.

Paid by Direct Debit:

1.3.16 Mrs.P.Copeman – Clerks Salary	255 . 68
11.3.16 E-On Electric for Lights	81 . 68

Councillors had been supplied with copies of the bank statements for January together with financial details for January, February and March, 2016

## **8. Parish Hall**

All Councillors had been copied into the correspondence with the Environment Agency and it was confirmed that the Clerk wrote on 10<sup>th</sup> February and received a reply dated 15<sup>th</sup> February, confirming that they felt sure there would be no problem extending the Lease by 12 months but that they were looking into the quickest and cheapest way of doing it. Nothing further had been heard so a reminder would be sent and councillors informed.

Electricity meters were emptied before the start of the meeting and £23.00 was removed.

Bookings have already been received from the Borough Council to use the Parish Hall as a Polling Station on  
May 5<sup>th</sup> Police and Crime Commissioner elections  
June 23<sup>rd</sup> E.U. Referendum

Both dates had been confirmed as in order, because the Borough Council have to print their paperwork and forms well in advance of the dates.

Cllr.Bombata declared an interest in the Parish Hall because of his proposal to set up a Youth Enterprise Training Centre. He confirmed that this project was nothing at all to do with the Parish Council and will not cost them anything at all. He confirmed that he will be canvassing the village when the next Parish Council Newsletter is delivered

## **9. New Hall/Pavilion**

### **a. Update of Current Progress of New Building and update of matters to be dealt with in the immediate future**

- **Possible connection to the Mains Sewer** – The existing cesspit has been emptied and councillors were supplied with a copy of the application form for connection to the mains sewer showing the prices which Anglian Water Services will charge under Section 106 of the Water Industry Act. These prices are in addition to the cost of actually digging the trench and installing the necessary pipework to connect to the mains sewer. Anglian Water Services have provided a list of their recommended contractors, but it is possible to do the work other than with their contractors, provided that a full method statement is prepared and completed by whoever does the work. Councillors have the choice of connecting the new building to the existing cesspit or connecting to the mains drainage. After discussion it was agreed that it would be preferable to connect to the mains sewage, but a quotation for this work should be obtained from three companies so that a much clearer idea of the total cost was available.
- **Solar Panels** – Decision has to be made as to which quotation to accept with regard to the solar panels. Councillors had been supplied with copies of all the quotations received:
  1. Viridian Solar – 4kw Supply only £3,861.96 plus VAT  
Viridian Solar – 8 kw Supply only £7,169.04 plus VAT  
Eco Installer – for Viridian Solar – Installation 4kw £5,000.00 (no VAT)  
Eco installer – for Viridian Solar- Installation 8 kw £8,655.00 (no VAT)
  2. BME Electrical and Mechanical Services  
Supply and Install – 4 kw £5,901 . 00 plus VAT  
Supply and Install – 8 kw £9,775 . 80 plus VAT
  3. Foster Renewable Energies Limited  
Supply and Install – 4 kw £5,644 . 97 plus VAT  
Supply and install – 8 kw £9,460 . 36 plus VAT
  4. Fenland Solar  
Supply and Install – 4 kw £5,561 . 25 plus VAT  
Supply and Install – 8 kw £11,897 . 55 plus VAT

Following discussion it was proposed by Cllr.Bombata, seconded by Cllr.Edmunds and unanimously agreed that the quotation from Foster Renewable Energies Ltd. should be accepted, and that they would liaise with MRC as to dates and times for the work. It was also confirmed that a check would be made with the planning authorities regarding the solar panels.

- **Extra Shutters** – Following inspection of the unit at MRC it was noted that there were two windows (in the Kitchen end of the Main Hall and the kitchen itself) which had no provision for external roller

shutters to make the building secure. The Chairman confirmed that he had had a meeting with MRC who had advised that the shutters for these two windows would cost £915.84 (plus VAT) and on the proposition of Cllr.Rainbird, seconded by Cllr.Edmunds and unanimously agreed, this price was accepted.

- Sockets and Heating – Additional sockets in the Kitchen (Tea point) and Hall area were requested and the meeting was advised that MRC would be installing these free of charge. There would be three double sockets, two on the wall where the hatch is open to the Hall and the other on the adjoining wall. The meeting was advised that space had been made in the Tea Point for a Cooker and a Fridge.

- Additional Costs – The Chairman confirmed that he had now received the additional and amended costs for certain items to be included in the building as follows:

Electric Showers	£2,134 . 56	
Tubular heaters and guards	967 . 30	
Air Conditioning Units	£4,228 . 40	
Water heaters to kitchen & toilets	£2,127 . 94	
Fire Alarm System	£2,745 . 70	(All prices plus VAT)

On the proposition of Cllr.Edmunds, seconded by Cllr.Bombata and unanimously agreed, the prices were accepted and MRC would be advised accordingly.

- Press Release with Photographs was sent to all the local papers during the deconstruction of the Pavilion and councillors had all received copies. Response was forthcoming from one of the local free papers and also from the Eastern Daily Press who requested further photographs. WREN were duly advised and approved the press release before it was sent.
- The Chairman confirmed that following a visit to the Playing Field by a representative of MRC, they are happy for the concrete base of the old building to remain in place for the time being, as they may be able to use it for their foundations. Cllr.Cowles confirmed that there is the possibility of a Notice Board (previously used in the School) being available for the new Hall.
- Car parking at the Playing Field – Cllr.Edmunds confirmed that he is looking into this and will be obtaining quotations for the work required for the disabled parking spaces and the car park itself.
- It was very much hoped that the Management Committee would be able to arrange the official opening of the New building for 28<sup>th</sup> May, 2016

b. Report on Visit to MRC - 24<sup>th</sup> February, - The visit to MRC's premises on 24<sup>th</sup> February was very interesting and everyone agreed that they were extremely impressed by the building and the excellent job MRC were doing with the construction.

c. Building Committee meeting – Minutes of that meeting held on 15<sup>th</sup> February, were circulated to all councillors and members of the committee. Meeting was advised that Councillors had not received any minutes from the previous meeting, and Cllr.Elliott agreed to forward these to the Clerk to be sent out to Councillors. As soon as possible.

Reminder: The Clerk reminded everyone that all invoices for anything connected to the new building which attract VAT will need to be dated 31<sup>st</sup> March or earlier, in order that VAT can be reclaimed for the accounting period up to that date. Otherwise VAT will not be able to be reclaimed under after 31<sup>st</sup> March 2017.

## **10. Playing Field**

The Clerk had received a list of the Cricket Fixtures for the coming season, and a new diary had been started and the dates entered. They have 12 home matches arranged, commencing on 1<sup>st</sup> May and finishing on 25<sup>th</sup> September. The new diary could be handed over in due course to whoever is to take over the bookings for the new Hall and Playing Field.

There will be a Trustees meeting with the new representatives for the Management Committee immediately

after this meeting.

### **11. Correspondence**

1. Mrs.C.Westley, Glendale, Hurn Drove – Request for a bench to go on the Playing Field in memory of her late husband. (Circulated to all councillors) After brief discussion Councillors were all in agreement that this should be allowed and the siting would be decided once the new building is in place, in conjunction with Mrs.Westley.
2. Letters and attachments from Mr.,J.Loveday dated 17<sup>th</sup> February (circulated to all councillors) A draft reply was handed round to councillors at the meeting, and following approval the letter would be sent of)
3. Anglian Water – Pollution Watch Campaign 22.2.16 (Circulated to all)
4. Police Connect – 3.2.16 – Weekly Crime Report (circulated to all)
5. Police Connect – 10.2.16 – Thefts and safer internet (Circulated to all)
6. Police Connect – 17.2.16 – Weekly Crime Report (circulated to all)
7. Anne Wardle – 10.2.16 – High Speed Broadband for Welney (circulated to all)
8. Norfolk Biodiversity Partnership – 24.2.16 (circulated to all)
9. Middle Level Commissions – Amended Navigation Legislation 24.2.16 (circulated to all)
10. Tower Mint Limited – Details and Sample of Commemorative Medal for Queens 90<sup>th</sup> Birthday if Parish Councils wish to purchase for village children.
11. NCC Environment Services 29.2.16 Biosecurity Survey (circulated to all)
12. NCC 26.2.16 – Better Broadband for Norfolk – Information Sheet 23 (circulated to all)

### **12. Planning Matters**

1. Cllr. Gilbert 3.2.16 – Planning ref No.16/00053/CM – Development of land Townley Close, Upwell. Circulated a copy of his comments for Council information. No comments from Council.
  - 2 Re Parish Training - 29<sup>th</sup> February, 2016 – Cllr.Gilbert was going to attend the meeting, but it was agreed to leave this matter in abeyance
- Update re possible Neighbourhood Plan – The Chairman confirmed that he had met with Cllr.Gilbert and filled in some areas of the map which he had acquired. The matter would be left over until the next meeting.

### **13. Highway Matters**

1. Fly Tipping – As requested at the last meeting this was reported to Borough. This has to be done on line by completing a special form and this was submitted this on 1.2.16
2. e-mail from Highways confirming the points we had raised would be dealt with dated 8.2.16 (Circulated to all)
3. e-mail sent to Highways on 10.2.16 re Wash Road Signs etc (copy to Councillors )No reply has been received – reminder will be sent.
4. Wrote to Westcotec re Flashing Signs (Councillors copied into the reply which was received on 4.2.16) Contact again to request an update.
5. Highway Rangers coming to Welney week commencing 28.3.16.

Items for Highways attention : Lorry had gone off the side of the road on the corner of March Road and the verge is now non existent. Ask Highways to look and repair.

### **14. Items for Next Agenda**

None

The Chairman thanked everyone for attending and declared the meeting closed at 8.45 p.m.

Signed .....K.Goodger.....(Chairman)

Dated .....5<sup>th</sup> April, 2016.....