

# WELNEY PARISH COUNCIL

## minutes for August Meeting of Welney Parish Council

Tuesday 07 August, 2018 at 19.30

The William Marshall Centre, Hurn Drove, Welney PE14 9SD

Tel: 07731 157935

e-mail: clerk@welneypc.org.uk

www.welneypc.org.uk

Present: - Councillors

P. GARDINER (PG)

M. BARKER (MB)

L. HOWARD (LH)

G. BOMBATA (LB)

Parish Clerk

D. LAWSON (Clerk)

Public (MOP)

8

BCKL&WN district representative

D. POPE

ITEM	AGENDA ITEM & DETAIL	ACTION
1	<b>Meeting Housekeeping Announcements</b>  Chair opened meeting and alerted members of public that there were no confidential matters identified on the agenda.	n/a
n/a	<b>Urgent Business – election of Chair &amp; Vice-chair</b>  As the result of the resignation of the chair it was necessary to elect a new chair.  PG proposed as chair by LB and seconded by LH – all in favour MB proposed as vice-chair by LB and seconded by LH – all in favour  Chair proposed a vote of thanks to former councillors Paul Edmunds and Donna Denyer	n/a
2	<b>To receive &amp; accept Members' Apologies for Absence</b>  Apologies presented in email by GR Apologies provided by members with reasons that were accepted for KG  Apologies received from 2 BCKL&WN Cllrs.	n/a



	approved with all in favour	
6	<b>Administration re new member</b> - all forms now completed	
7	<b>Annual Return (AGAR)</b>  Clerk explained that there is a basic technical problem and advice is awaited from auditors as to the way forward. Until this problem can be resolved the annual return will not be finalised.	
8	<b>Clerk's Report &amp; Parish Council Administration</b>	
8.1	<b>Clerk's Report</b> – as result of resignation of one of the councillors the procedure for monitoring incoming post needs review	
8.2	<b>Parish Council Administration</b> <ol style="list-style-type: none"> <li>1. Closure of employee engagement process for clerk (formal offer, contract of employment, set up on PAYE scheme, timesheets, additional hours for WPC accounting problem analysis) – unable to complete due to changes of members</li> <li>2. IT equipment – LB provided list of agreed items to procure and explanation of funding to Welney Parish Council as a result of application for funding for transparency. Clerk to contact vendors to identify if WPC can pay by cheque for ordered items or if other payment method is required.</li> <li>3. Co-option of new members – Clerk explained the process and delays as advised by BCKL&amp;WN democratic services unit. Clerk to arrange to have notice posted for public.</li> <li>4. Bank accounts – following resignations mandates require an update. MB to be added as signatory.</li> <li>5. Completion of transfer to trust administration &amp; formalities – discussed briefly and agree to defer to next meeting, as legal opinion is required</li> </ol>	Clerk  Clerk  MB  All
9	<b>Finance &amp; Bills for Payment</b>	
9.1	<b>Budget vs Actual position &amp; funds available</b> - Clerk provided brief summary of current position, stating that after first 3 months of current year that expenditure is well under 25% of budget and current projection means that some funds should be available at year end to start to provide the recommended operational reserve.	n/a
9.2	<b>Bills for Payment</b> - List of bills to pay circulated – All items to	

	pay were reviewed and authorisation to pay voted.	
9.3	<b>Financial Regulations</b> – no update/s or changes to report	
10	<b>Standing Orders</b> – no update/s or changes to report	
10.1	<b>SOs - GDPR &amp; adherence</b> – no update/s or changes to report	
10.2	<b>SOs - Complaints Policy</b> – no update/s or changes to report	
11	<b>Village Management - Council Committee &amp; Councillor lead on Specific Subjects</b>	
11.1	<p><b>Community Speed Watch</b> – PG provided update</p> <p>There is no apparent improvement in speeding and it remains an issue. As it is summer holiday season Police resources are spread even more thinly. Camera due to be relocated on 10 August.</p>	
11.2	<b>SAM2 Speed Monitoring Camera</b> – update - 35k vehicle movements in single direction as average monthly total.	
11.3	<p><b>Highway Matters</b> – update</p> <p>Parish Partnership (PP) scheme - for local highways improvements – bids to be submitted by 07 Dec 2018 – with regards to funding for footpath to connect main settlement to community centre in March Road and Application for a loan to fund the other £14,000</p> <p>PG proposed accepting 50% PPS grant of £14,000, seconded by LB and all voted in favour. Balance of funding to be provided by PWLB loan.</p> <p>PG proposed applying for 50% loan of £14,000 on 10 year term from PWLB, seconded by MB with majority voting in support (1 abstention)</p> <p>Clerk to ensure paperwork is submitted to avoid loss of NCC funding.</p> <p>Other options under discussion included:</p> <ul style="list-style-type: none"> <li>• improved street lighting using LEDs – Option is no longer available for PP support in current business year – WPC needs to identify the level of preparation that is required for the future</li> <li>• “gates” to mark boundaries of settlement on principal routes – Members agreed to defer option as a lower priority.</li> </ul>	Clerk !!
	<p><b>Highway Matters</b> – new discussion points &amp; actions for clerk:</p> <p>1. to contact NCC Highways (Andy Wallace) to inquire about</p>	Clerk

	<p>rolled kerbs for speed controls at strategic locations.</p> <ol style="list-style-type: none"> <li>2. to inquire about repairs to pavement on New Road</li> <li>3. to inquire about long-term options for LED lighting</li> <li>4. to contact NCC Highways re condition of Wash Road, as it seems to be in condition that will result in collapse</li> </ol>	
11.5	<b>Flood warning services</b> – update – nothing to report	
11.6	<b>Pot holes</b> – update – nothing to report	
11.7	<b>Grass Cutting</b> – update – nothing to report	
11.8	<b>Drainage grills</b> – update – nothing to report	
11.9	<p><b>Events in Welney</b> – update:</p> <ul style="list-style-type: none"> <li>• September event cancelled</li> <li>• Barn dance raised £600</li> </ul>	
12	<b>Correspondence</b> - List circulated at meeting.	
13	<p><b>Planning Matters</b>_ The following planning applications are to be considered as part of consultation process:</p> <ol style="list-style-type: none"> <li>1. 18/01299/F - Variation of condition 1 of Prior Notification of 17/00718/PACU3: no objections</li> </ol> <p>Feedback – proposed development of 17 dwellings north of Grange Farm. PG provided update from Planning Meeting in King’s Lynn with news that consideration of application has been deferred. Clarification required as to why IDB objects to footpath – Clerk to write to IDB requesting reason.</p>	Clerk
14	<p><b>Items for Next Agenda:</b></p> <ul style="list-style-type: none"> <li>• co-option of new council members</li> <li>• road safety for villagers</li> <li>• frequency of WPC meetings</li> </ul>	
15	<b>Confidential items</b> _–there were no confidential matters	
16	<b>Remembrance preparation</b> - Clerk to contact Donna Denyer with regards to order for wreath/s and arrangements for Remembrance and Armistice events (11 November falls on Sunday this year)	
17	<b>Date for next meeting</b> = 04 September, 2018	
	<b>Meeting closure time</b> = 21.10	