

WELNEY PARISH COUNCIL

Minutes for November Meeting of Welney Parish Council

Tuesday 06 November, 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)

7

BCKL&WN district representatives

V. Spikings

ITEM	AGENDA ITEM & DETAIL	ACTION
1	<p>Meeting Housekeeping Announcements</p> <p>Chair opened meeting and alerted members of public that there were no confidential matters identified on the agenda.</p>	n/a
2.1	<p>To receive & accept Members' Apologies for Absence</p> <p>Apologies presented by KG. Apology received and accepted.</p>	n/a
2.2	<p>To receive Members' Declarations of Interest:</p> <p>1. PG is Chair of RUG.</p> <p>2. LB & MB in relation to William Marshall charity</p>	
3	<p>Public Participation :</p> <p>1. No County representatives present</p> <p>2. BCKL&WN representative – nothing to report</p> <p>3. Police report from Lee Anderton (LA):</p> <p>This was LA's first visit to Welney. LA started with an explanation of his role within West Norfolk and updated the audience on staffing matters, such as recruitment and retention, training of new intake and redirection of PCSOs now that the PCSO trial has been dropped. LA closed by announcing that officer assigned to Welney should be returning to work soon from sick leave following a break to his arm.</p> <p>3.1 Chair fired off a series of questions related to speeding, with main thrust relating to the quantity of times speeding drivers that had been contacted by letter and been visited as a result of the SAM records. LA responded to advise that although the Police can have a word with speeding</p>	

	<p>drivers, the SAM data on its own is not enough to issue anything much more than a verbal warning.</p> <p>3.2 MoP asked about disbanded Economic Crime Unit and the possibility of its reinstatement as proposed by Liz Truss. LA admitted that he was not adequately up to date with info on subject.</p> <p>3.3 MoP asked if former PCSOs are being retrained as Police officers – answer is affirmative.</p> <p>3.4 MoP asked again for details of the composition of the headcount between qualified police officers and students compared to how many officers there are available on the beat.</p> <p>4. MoP commented about danger to other drivers and pedestrians from the trucks delivering materials to the building site on the main road through Welney when it was intended that construction deliveries should be using an access to the rear of the site. Apparently, no condition was placed on planning application. LA proposed using the 101 service to report vehicles causing a danger to the public.</p>	
4	<p>To approve minutes of previous meeting – 02 October 2018</p> <p>MB proposed acceptance, LB seconded and all members agreed.</p>	
5	<p>Annual Return (AGAR)</p> <p>Clerk explained that the annual accounts for the 2017 / 2018 period are in the hands of the external auditors and nothing can be published or shared until the external auditors have completed the audit work.</p>	
6	<p>Clerk's Report & Parish Council Administration</p>	
6.1	<p>Clerk's Report :</p> <p>Clerk reminded the assembly that the drive to simplify and standardise administration must continue, for example, by switching as many routine payments to Direct Debit as is possible within the need to be transparent and prudent. The process of matching cheque numbers to individual payments / bills has started well.</p>	
6.2	<p>Parish Council Administration</p> <ol style="list-style-type: none"> 1. IT equipment – MB has set up laptop with all files and applications loaded. 2. Co-option of new members – Clerk explained that new members can be co-opted and start to act as councillors once they have completed the associated declarations paperwork that the clerk will forward to them. 3. Bank accounts – all problems imposed by bank resolved 	Clerk

7	Finance & Bills for Payment	
7.1	Budget vs Actual position & funds available – the budget v actual figures were not available on this occasion.	
7.2	<p>Bills for Payment - List of bills to pay circulated :</p> <ol style="list-style-type: none"> 1. WESTCOTEC = 2461.54 for a range of bills unsettled since January 2018. – cheque 101463 2. Reimbursement of clerk’s expenses May to November 2018 = £ 86.15 – cheque 101464 3. Clerk’s payroll for October – November period =£331.62 - cheque 101465 4. Payroll service @ £ 144.00 – cheque 101466 <p>All items to pay were reviewed by all members present with cheque amounts, payee identities verified in presence of members of public following.</p> <p>GODADDY – domain name for WPC web-site (cannot be set up for payment by DD) = £9.59 – email from GODADDY indicates bill has been settled already on someone’s card, but not possible yet to identify whose card.</p> <p>Clerk to identify with WESTCOTEC if regular consumption based bills for street lighting can be converted to DD</p>	Clerk
8	Village Management - Council Committee & Councillor lead on Specific Subjects	
8.1	<p>Community Speed Watch – update from PG – main point/s:</p> <ul style="list-style-type: none"> • Lost members of team but have gained 2 new members 	
8.2	<p>SAM2 Speed Monitoring Camera – update from MB:</p> <ul style="list-style-type: none"> • Average speed for vehicles breaking limit is 50 MPH • 45k vehicle movements monthly in single direction • 80 MPH top speed recorded on Wisbech Road <p>MB to place statistics in table to provide to NCC Police representative for area and forward to clerk. Statistics to be uploaded onto WPC web-site.</p>	MB
8.3	<p>Highway Matters – update:</p> <ul style="list-style-type: none"> • Proposed meeting by Andy Wallace from NCC Highways – cannot happen, as he is always tied with other commitments the first Tuesday of each month; so he is trying to identify someone who can represent him • Footpaths – requested attendance from Cllr Humphrey to identify when improvements will happen still to happen. • Parish Partnership Scheme (PPS) - re footpath in March Road and Application for a loan to fund the other £14,000. Chair proposed approaching the William Marshall Charity 	

	to obtain the matching funding. Seconded by LH. All eligible members voted in support.	
9	Matter arising from previous minutes – action list: Members reviewed action list and agreed that there is nothing urgent to address.	
10	Planning Matters – no applications submitted for consultation	n/a
11	New requests and Non-Recurring Subjects (Requested topics to discuss): <ul style="list-style-type: none"> • Bulb planting will be 18 November at WMC 	
12	Correspondence - List circulated at meeting. Chair announced that he had received the resignation in writing from the clerk and advised Members that final day of employment will be 22 November: <ul style="list-style-type: none"> • Clerk and Chair to agree method and location for handover of files • Clerk to continue with tidying up of records and preparation of minutes • Clerk to attempt to persuade suppliers to correct billing address info, as many bills are addressed incorrectly currently • Agreed to pay clerk 20 hours up to and including final day of employment plus additional expense incurred on WPC business 	
13	Completion of transfer to trust administration & formalities – Nothing to report	
14	Co-option Administration re new members : Clerk to send forms to 2 new volunteer Members	Clerk
15	Items for Next Agenda _– cannot be debated and voted in current meeting – to be notified to Clerk	
16	Confidential items _– there were no confidential matters	
17	Remembrance preparation – Members to meet at church for 11.00 tribute and requested to donate towards wreath.	
18	Date for next meeting = 04 December, 2018	
	Meeting closure time = 20.57	

Signed Date