CLENCHWARTON PARISH COUNCIL
Ordinary Meeting held 4th August 2022

MINUTES

Present: Cllrs R Thornalley, T Moore, R Moore, S Bearshaw, A Winter, R Moate, R Lucas, K Pell (Chair), J Howard (Locum Clerk), J Taylor (RFO). Cllr A Kemp (NCC), 14 members of the public attended.

1. To consider acceptance of apologies for absence (LGA1972, s85(1)(2))

   Apologies received from:

   Cllr D Whitby – illness.
   Cllr S Edwards – work commitments.
   Cllr A Bell – family commitments.
   Cllr N Collison – work commitments.

2. To receive declarations of interest in items on the agenda, and applications for dispensation

   Cllr Pell and Cllr Moate declared an interest in a planning item.

3. To approve the Minutes of the Ordinary meetings held on 16th June and 7th July as a true record

   Approved and signed.

4. To receive reports and updates from County and Borough councillors, and Chairman and Acting Clerk/RFO

   Cllr Kemp (NCC) gave an update on the Wisbech Incinerator planning which she explained is moving forward but sadly, consultation is only on a 5km radius whereas effects may be felt at up to a 15km radius. There will be 3 months to consult followed by 6 months of examination and Cllr Kemp stated that people need to fight on.

   She also explained that the library was moving from the Carnegie building to the old Argos building at a cost of £12m. Meanwhile the mobile library service was having its' budget cut by half. An on-line consultation is planned and a request has been made to delay this to get forms out to the public. It was stated that Clenchwarton needs a mobile library service.

   The fire service has been inspected and received an "inadequate" category for fire prevention and advised that "Norfolk should be visiting homes and assessing businesses." These problems are due to underfunding.

The state of the QE Hospital was described as urgent but the date of review has been put back again until October. The decision will be IF rather than WHEN to rebuild.

A visit from the Project Officer will be made to sort out the tree issue on Ferry Road. The need for more funding for busses was also mentioned.

The sale of the Carnegie Building raised the issue of who actually owns it and the land beneath it. Information to follow.

No further reports received.

5. Open forum, 15 minutes during which time residents may speak on items on the agenda.

The issue of farm vehicles loading at 4.10am on Station Road was raised as an unreasonable disturbance. The route of the vehicles was also questioned. It is believed that an 11pm finish and a 5am start are the maximum limits permitted. Clerk to make some enquiries. Details to be passed to the Chair and further investigation will be made.

Cllr Winter gave a report on the meeting at the Memorial Hall on June 6th.

A description of the duties of Neighbourhood Watch were given following on from some negative comments that had been received. All present expressed thanks for their valuable service.

The Locum Clerk was introduced and gave a brief reply.

6. To approve payments schedule for July 2022

Approved.

7. To receive bank reconciliation for 31 July 2022

£129,128 – 54p was given as the current balance and money will be transferred within Unity Trust Bank now interest can be earned.

8. To approve further signatories for Unity Trust bank accounts

Another person to set up payments and two more to authorise are needed. To be arranged.

9. To consider and resolve upon planning applications (if any), plus Agricultural Planning Application/Permitted Development

Planning item 22/01149/F - a synopsis of an objection received from a member of the public was read out by the Clerk and discussed. The Council accepted some concern regarding overlooking the neighbour. Clerk to respond to BCKLWN Planning.

Planning item 22/01153/F – the Council had no objections.

10. To discuss possible action re HGV movements within Clenchwarton parish

Previously discussed under Public Participation.

11. To consider and discuss approval of contract between CPC and the Football Club regarding use of playing field(s) as related to a grant from the Football Foundation

Meeting suspended to discuss with the public.
Meeting re-convened and a vote taken. Six Cllrs voted in favour and one abstained. Motion passed.

12. To consider and approve actions re the Parish Poll

Judith explained that the questions in the poll had been presented to BCKLWN and that the wording needed to be changed for consistency. The Parish Council needed to call a public meeting for a Parish Poll.

Meeting suspended to discuss issue with the public.
Meeting re-convened and a vote taken to use the term “multi use community facility.” The date for the parish Poll was agreed as 25th August at 7pm.

13. To discuss and resolve upon commencing a Neighbourhood Plan for Clenchwarton Parish

Following a discussion, it was agreed to move on with the project with some haste. Some benefits of a plan were stated. Clerk to provide details of suitable consultants and presentations from 3pm to be arranged.

14. To discuss update re SAM2 unit and agree any action required

Equipment to be handed to Cllr Moore for checking.

15. To receive report from Working Party re Jubilee Garden and agree actions.

The project has had fantastic local support and the official opening is on 14th August at 3pm. Details to be provided on social media.
The yellow gate provides for visual impairment and it was agreed that all public gates should be yellow. The gate for staff and workers would remain as is and Clerk to investigate the supply of a padlock and “standard key” from BCKLWN.

16. To consider and agree upon provision of new parish council office, to include telephone/broadband provision.

A portable office at a cost of approximately £10k or the use of a room in the Pavillion were discussed as options. The use of a space for a Clerk to attend and work was also discussed. It was decided to gather further information and add the issue to the next agenda.

17. To consider location for planting of donated Christmas tree(s)

Following a lengthy debate, it was decided to re-visit the issue on the next agenda.

18. To review action(s) required re car park Hall Road, further car parking Hall Road, posts on Hall Road, noticeboard(s) Hall Road

It was agreed that the subject needed further work. Repairs to the car park needed about 2 barrow loads of tarmac. Clerk to approach Supreme Tarmac to discuss.
The notice board is now sorted.
It was agreed that a working party was needed to progress the issues.

19. Churchyard works – to discuss and agree any actions

It was agreed to agenda this for the next meeting.

20. NCC Parish Partnership Scheme – to receive and discuss submissions

It was agreed that the 30mph roundels would go ahead on Cllr Kemp's budget. Priorities were agreed as the pavement on Station Road followed by further 30mph roundels. The new bus station was discussed and agreed to pursue but no decision made on a likely location.

21. To receive items for the next meeting

Items agreed as:

Churchyard works.
Christmas trees.
Files and paperwork.
Bins on playing field.
Lighting for Jubilee Garden.

22. Date of next meeting: Thursday 1st September 2022

Agreed.

Press and Public Excluded (Public Bodies (Admission to Meetings) Act 1960 s1(2))

23. To receive an update on staff issues, and agree actions required, to include Locum Clerk contract

It was noted that the Acting Clerk had stepped down from the position, while retaining the RFO role. It was AGREED that the Locum Clerk be engaged until further notice on a service contract only. It was noted that in future terms and conditions of employees taking on other roles should be the same as the incumbent. To be on the next Personnel Committee agenda.
It was AGREED that the Locum Clerk contract cost be assigned to the Salaries budget heading; it was AGREED that further funds be vired from the General Reserves to the Salaries budget heading as necessary.

23. To consider and agree recruitment to second Grounds person role

The Chairman of the Personnel Committee briefed councillors on the recruitment process, and recommended recruitment of one candidate. It was AGREED that the selected candidate be offered the post.

24. To consider approval of RFO as Acting Proper Officer until further notice

It was AGREED that the RFO be appointed Acting Proper Officer.

MEETING CONCLUDED.