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**TERRINGTON ST CLEMENT PARISH COUNCIL**

**Minutes of the Terrington St Clement Council Meeting held in the Pavilion, Churchgate Way Terrington St Clement on Wednesday 20 June 2018 commencing at 7.45p.m.**

**Attendance: With Councillor D Hillier in the Chair there were present:**

**S Young, D Shepperson, A Hodgson, B Scott, M Howling, J Cross, G Moore, C Barton, A Horton, D Cliffe, H Lewis**

**B Cllr P Kunes**

**OPEN FORUM:** A lengthy discussion took place in relation to a further application for additional house on a site in Benn’s Lane. Residents voiced their concerns and advised of the objections that would be posted. The administrator of the Defend Terrington site advised that objectors had taken on board advice with the best way to proceed with submitting the objections in accordance with Planning Guidance.

A resident asked when the allotment roadway would be repaired and when the Village Hall Lease would be discussed and completed.

A representative of the High School also asked when the Lease between the High School and the Village Hall would be agreed and signed.

A resident advised that the public footpaths in the village were impassable and the grass cutting on the verges was poor.

A representative of Terrington Community Fund advised that the group had purchased a “Tommy” statue to commemorate the 100 - year Anniversary of the end of WW1. The intended to hold an event in September 2018 in the Community Room to serve Cream Teas and play music. The hoped to erect the statue in the Memorial area in the Memorial Field. He asked if the Council would support the event and also look to contribute toward the event.

A representative from the Norfolk YMCA outlined a satellite project they were hoping to hold for Youngsters in the village that would provide mentoring, exam advise and other youth services which would be free of charge and staffed by qualified Youth Leaders and they asked if the Council could assist by providing a room to hold the Youth Clubs in the Village free of charge.

**RESPONSE:** The Chairman advised that the application would be discussed during the meeting and the Council would submit their findings to BCKLWN. This would include their concern with regard to Highways matters in particular.

The Clerk advised that the contractor for the allotment roadway had advised that he would complete the works asap and that she had been advised that he had purchased the materials in readiness.

The Chairman advised that the Lease was with the solicitors and it was hoped that the Lease would be agreed and in place very soon.

B Cllr Kunes advised that the BCKLWN had set up a task force to look at the grass maintenance issue. At present 5 contractors carried out grass maintenance independently of each other and the arrangements were clearly not working.

The Chairman advised that the TCF event and possible funding would be placed the Agenda for discussion at the next meeting.

The Chairman advised that the Youth Club initiative would be placed on the Agenda for the next meeting and the Clerk would liaise with the YMCA Norfolk prior to the next full Council meeting.

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**AGENDA**

1. To receive apologies and reasons given.

2..Declarations of Interest for the agenda items and written requests for Dispensations for DPI’s and

grants of requests as appropriate

1. To resolve to receive written reports from County and District Councillors
2. To resolve to approve the minutes of the meetings held on 16 May 2018
3. To receive the Clerks Report on Matters Outstanding
4. To receive the Chairman’s Report
5. Financial Matters

a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial

 Report as recommended by the Finance Committee

b) To resolve to consider and approve quotes for security fencing for the Bowls Club

c) To resolve to consider costs for the relocation of utilities from the Pavilion to the mobile office

d) To resolve to consider maintenance works to the boundary fence to prevent further vandalism

f) To consider a donation request for the maintenance of the Churchyard.

g) To resolve to purchase a new printer

1. To resolve to receive reports from meetings or training events attended by members.
2. To resolve to consider extending the Parish Council Car Park in Churchgate Way and approve any actions required.
3. To resolve to receive reports from Outside Bodies
4. To resolve to consider application for Co-option to the Council
5. To resolve to receive reports from the Chairman of Committees.
6. Correspondence
7. To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the meeting.
8. Norfolk CC – Request to re-site parish streetlight in order to progress the proposed school crossing.
9. To resolve to discuss and consider requesting “Not suitable for HGV “signs from Norfolk CC for Bullock Road, Benn’s Lane and Sandygate Lane.
10. Members Comments

To receive any comments from members of the council and requests for matters to be

 placed on the next agenda. No resolutions may be passed under this item.

1. **To resolve to go into closed session if required in accordance with the Public Bodies**

 **(admissions to meetings) Act 1960. Should this resolution be passed the public and press will be**

 **required to leave the meeting at this stage.**

1. **To resolve to discuss new CCTV system and security measures for the Memorial Field Area**
2. **Tennis Club Matters**

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1. **TO RECEIVE** **APOLOGIES FOR ABSENCE.**

 Apologies for absence and reasons given were received from Cllrs T Hunt, B Hill and G Girdlestone.

1. **TO RECEIVE DECLARATIONS OF OFFICE.**

No declarations were received.

1. **TO RECEIVE WRITTEN REPORTS FROM COUNTY AND BOROUGH COUNCILLORS.**

 **B Cllr P Kunes advised:**

* That the BCKLWN had set up a task force to look at the future for the River Pontoon’s and look at extending the 2-week mooring limit
* The River Front development application for 400+ flats and retail units had attracted international investment.
* The BCKLWN had acquisitioned land at South Gates including the derelict shops, bus station and adjacent garage in order to improve the area and provide an alternative route around the South Gates structure.

**B Cllr S Young** reported that:

* She had attended the BCKLWN planning meeting
* Had been elected to the AGE UK board
* Had attended the inauguration of the Mayor at the King’s Lynn Minster
* Had attended a planning site visit in Hunstanton
1. **TO RESOLVE TO APPROVE THE MINUTES OF THE MEETING HELD ON 16 MAY 2018**

**Action: The council resolved to approve the notes of the Ordinary Meeting held on 16 May 2018 were approved as minutes of the meeting.**

1. **TO RECEIVE THE CLERKS REPORT**

The Clerk advised that:

* The orders for the public toilet doors had been placed.
* The memorial field fence had been fixed and the damaged railings welded in place
* The public toilet lights had been fixed.
* The speed reactor sign updates had been ordered
* The printer had been deemed unrepairable and she had obtained a quote for a new one.
* She asked all Councillors who had not done so to sign a GDPR Consent Form and return it to her
* The new signs for the Memorial Park and Allotments had been ordered. She advised that Cllr B Hill had advised her of additional wording for the allotment signs and asked if this should be added.

**Action: It was agreed that the allotment signs read “TSCPC Allotments, Tenants Only, No Public Access, No Dogs”**

**6. TO RECEIVE THE CHAIRMANS REPORT**

Cllr Hillier reported that he was disappointed with the tar and chip repairs in the village and on the A17 when in King’s

Lynn, other areas in Norfolk and roads in Cambridgeshire were complete to a better standard with planning and

Tarmac works.

**7. FINANCE MATTERS.**

**a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial Report recommended by the Finance Committee.**

Cllr J Cross advised that he had checked the invoices, cheques and Bank Statements at the Finance Meeting and D Shepperson, G Moore and A Hodgson had also checked them during the Finance Meeting. There was an amendment to make with regard to the CGM Invoice due to the Methodist Chapel costs incorrectly being applied to the invoice.

All members of the Committee had agreed that they were in order and were a true reflection of the council accounts.

**Action: The council resolved to approve the invoices for payment and the recommendations of the Finance Committee in respect of the reconciliations and payments.**

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**The Clerk advised that all invoices, bank statements etc., were available for any member of the council or any member of the public to inspect if they wished to do so.**

b) **To resolve to consider and approve quotes for security fencing for the Bowls Club**

**Action: The Council resolved to leave the matter in abeyance until the quote was received.**

**c) To resolve to consider costs for the relocation of utilities from the Pavilion to the mobile office**

**Action: The Clerk advised that she was still awaiting a quote for the works from JB Services.**

**d) To resolve to consider maintenance works to the boundary fence to prevent further vandalism**

**Action: The Council resolved that the Building Inspection Committee look at the issues with the fence and report back to the Council.**

**f) To consider a donation request for the maintenance of the Churchyard.**

**Action: The Council resolved to obtain a quote for the maintenance works to the Churchyard and if it was £400.00**

**or below to offer to have the work completed on condition that the churchyard maintenance would be kept up to**

**date.**

**g) To resolve to purchase a new printer**

**The Council resolved to purchase a new printer as per the quote from ECS Computers.**

**8. TO RESOLVE TO RECEIVE REPORTS FROM MEETINGS OR TRAINING EVENTS ATTENDED BY MEMBERS**

No matters to report.

**9. TO RESOLVE TO CONSIDER EXTENDING THE CAR PARK IN CHURCHGATE WAY AND APPROVE ANY AC TIONS REQUIRED.**

**Action: The Council resolved that the Chairman obtains the measurements of the proposed extension and a plan to submit to the Internal Drainage Board for their consideration.**

**10. TO RECEIVE REPORTS FROM OUTSIDE BODIES.**

History Group – Cllr D Shepperson advised that a brass plaque mounted on wood would be engraved and then erected beneath the postcard displays in the Community Area at a cost of £40.00 if that was agreeable to the council.

**Action: The Council agreed that the plaque could be mounted in the Community Area as described.**

**11. TO RESOLVE TO CONSIDER APPLICATION FOR CO-OPTION TO THE COUNCIL**

**Action: The Council resolved to place the matter on the Agenda and invite all applicants to the meeting following the article in the Anchor advertising the vacancy.**

**12. TO RECEIVE REPORTS FROM CHAIRMAN OF COMMITTEES.**

**ALLOTMENTS: -** Cllr Howling advised that the Allotments Committee had met and inspected the Allotments.

* There were several allotments now overgrown including two allotments belonging to two of the Tenants who had received compensation.
* The Committee had agreed that any works should be carried out after the harvest including the cutting back of the dykes.
* The overhanging trees on New Roman Bank needed to be cut back and the canopies reduced.
* It was suggested that the Internal Drainage Board be asked if they would wish to quote for cutting back the dykes.
* The Committee had resolved to issue new Allotment Garden and Modern Farm Agreements to all Tenants in October 2018.
* The Committee had discussed a review of the rents but consideration would be given to the costs of maintenance should the rents be increased beyond what tenants would be willing to pay.

**Action: The Council resolved to place the matter of the tree works on the Agenda for the next Full Council Meeting**

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**PLANNING:**

**The Following applications had been considered at the Planning Meeting prior to the Full Council Meeting.**

**PLANNING APPLICATIONS FOR CONSIDERATION**

|  |  |  |
| --- | --- | --- |
| **APPLICATION NUMBER** | **DETAILS** | **ACTION** |
| APPLICATION: 18/01057/F | Removal of existing sewage treatment plant and installation of new cesspit at Pegasus Haulage44 Anchor Road Terrington St Clement Norfolk PE34 4HL | **SUPPORT** – There were noobservations in relation to this application |
| APPLICATION: 18/01010/F | Proposed single storey side and rearextension at Pine Lodge HargateLane Terrington St Clement Norfolk PE34 4PA | **SUPPORT** – There were no observations in relation to this application |
| APPLICATION: 18/00940/OM | Outline Application: Erection of 76 dwellings with means of site accessfollowing demolition of existing structures at Church Farm Distribution Depot Northgate Way Terrington St Clement Norfolk  | **OBJECTION** – The Council re-iterate their previous objections to development of the site to include highways concerns in relation the Benn’s Lane, lack of infrastructure, questionable certificate designating the site as a brownfield site. Also, residents in Northgate Way had issues with the flooding of sewerage into them homes over the winter and further developments will exacerbate this.  |
| APPLICATION: 17/01649/OM | Outline Application: Proposed 10 new build houses at  Land East Wesley Villa 58 Chapel Road Terrington St Clement King’s Lynn | **SUPPORT** - There were noobservations in relation to this application |

**13. TO RECEIVE CORRESPONDENCE.**

|  |  |  |
| --- | --- | --- |
| **RECEIVED FROM** | **DETAILS** | **ACTION** |
| **Norfolk CC** | Notification of School Crossing works | **Action: The Council agreed that news of the works was good news but it would cause some disruption.** |
| **Norfolk C C** | Re-location of street light | **Action: The Council resolved to approve the request to re-locate the street light to accommodate the new school crossing** |
| **BCKLWN** | Notice of charges for uncontested elections | **Action: The Council resolved to object to the proposed costs and ask if the Council would be able to invoice for the Clerks time for dealing with election matters** |
| **Tennis Club** | Maintenance requests | **Action: Discussed in closed session** |

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**14. TO RESOLVE TO CONSIDER REQUESTING “Not suitable for HGV” SIGNS FROM NCC IN BULLOCK ROAD, BEEN’S LANE AND SANDYGATE LANE**

**Action; The Council resolved to request signs for Benn’s Lane and Sandygate Lane and agreed that due to the number of dispensations for HGVs in the Bullock Road area such signs would not be workable.**

**15 MEMBERS COMMENTS**

Cllr Lewis asked if the Council would consider purchasing highway gates and signage as per the photographs he presented.

The Clerk advised that she would investigate further to ascertain if NCC Highways would allow them to be erected on the highway obtain costs and report back.

Cllr Horton ask if a litter bin could be purchase for the Millennium Wood.

Cllr Hodgson asked that the matter of the new land be placed on the Agenda for the next meeting.

Cllr Mrs S Yong advised that a survey would be received from BCKL regarding dog fouling and litter if Councillors wished to

**16. TO RESOLVE TO GO INTO CLOSED SESSION**

**Action: The Council resolved to go into closed session to discuss Items 17 & 18 of the Agenda – CCTV System and Tennis Club Matters**

**This part of the Meeting closed at 9.41 p.m.**