

**MINUTES OF THE HILGAY PARISH COUNCIL MEETING
HELD ON 5 MARCH 2009 MEETING**

The above Meeting was held at Ten Mile Bank Village Hall, commencing at 7pm.

PRESENT: Mr G Carter, Mr Houghton, Mrs Charlesworth, Mr P Carter, Mr D Gordon, Mr Wills, Mr Dawe, Mr Higgins, Mr Bradley, Mr Bates, Mr Martin and 2 Members of the Public.

1. **APOLOGIES FOR ABSENCE** - PCSO Claire Line of Downham Market SNT, Mr A Dent and Mr D Dent

2. **DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

Mrs Charlesworth under Item 4 – Land at Sandy Lane

3. **TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 JANUARY 2009**
The Minutes were duly agreed and signed as a true record by the Chairman.

4 **TO REPORT MATTERS ARISING FROM THE MINUTES**

BCKLWN Litter Bin Change in Regulations –

It was unanimously agreed to hold this issue over to the March Meeting in order to consider the 2 systems of litter bin waste disposal (£50 per annum emptying charge or trade sacks). Survey was conducted – results are as follows:

- The bins -
- 1/ The Whiteaway bin at East End bus shelter 1/4 to 1/2 full
 - 2/ The Whiteaway bin at Village sign 1/2 to full
 - 3/ The bin by the Chapel generally full up
 - 4/ The bin at entrance to playing field 1/8 - negligible at present
 - 5/ Bin at bus shelter opp. War Memorial – generally 1/2 to full
 - 6/ The bin at entrance to allotment generally full
 - 7/ The double bin at side fence to allotment generally 1/2 to full

Forecast of COSTINGS

All Hilgay 6 Litter Bins: One emptied free

Thus present cost would be 3 Trade Bags x £2 = £6 + Labour £3.94 Total Cost using trade bags = £9.94 per week (winter months)

Thus say 24 weeks @ £9.94 per week = **£240 October to March**

In the warmer weather there is more litter and bins are generally full.

Summer costs forecast 6 Trade Bags x £2 = £12 + Labour £7.88 Total Cost using trade bags = £19.88 per week (summer)

Thus say 24 weeks @ £19.88 per week = **£477 April to September**

Total Approximate costing for Trade Bags = **£717 per annum**

Total Approximate costing for BCKLWN to empty litter bins - 6 Hilgay Litter Bins x £50 per annum = **£300 per annum**
1 Ten Mile Bank litter bin – may be free as it is a separate village.

It was unanimously agreed that the trade waste bags were not financially viable, and agreed that the BCKLWN should continue to empty the village litter bins which will be charged @ £50 per annum per litter bin as of April 2009.

Land at Sandy Lane –

Extract of letter from MacFarlane, Solicitors dated 1997:

'I hope that I have shown that the Parish Council has no Rights in respect of the Common Land nor any right to take vehicles on the public bridleways in the vicinity of the Common Land. For the avoidance of doubt I do just mention additionally that the general public do not have any Rights of Access over the Common Land and they would be trespassing if they entered onto the Land. This is because there are no Rights registered and because the Common did not fall either within the Borough or Urban district prior to the Local Government Reorganisation in 1974.

Concerns were raised that the general public do not have any Rights of Access over the land at Sandy Lane.

Clerk requested to raise this matter with the NCC Countryside Access Warden.

Youth Shelter - **In hand**

Renewal of Playing Field Lease - **In hand.**

New Play Equipment at Hilgay Playing Field and Ten Mile Bank Playing Field

The Steering Committee have several grant applications in hand for the Hilgay Playing Field play equipment. The Chairman advised that the Steering Group is making excellent progress and are to be congratulated on their efforts.

Anita Stewart is to attend the May 09 Meeting to present an updated Report.

4 contd ..

Proposed Felling of Jubilee Woods – March Update - **BCKLWN have not received planning application as yet.**

BCKLWN Special Expenses at Closed Churchyard, Hilgay – Reimbursement of £287 in respect of unspent special expenses for Year End 08 received from BCKLWN.

Query on the Lych Gates Works: The BCKLWN obtained 3 quotations.

Query on the Special expenses open spaces expenditure: includes cutting of greens at Avenue Close and Manby Close, etc (13,924sq m), and tree work.

Average BCKLWN spend at Hilgay is £11,000 per annum

River Field toilets - in poor condition. BCKLWN have advised that the toilets are now closed for the winter season. The matter will be consideration in the Spring. Clerk requested to raise the following:-

1. Works need to be carried out before commencement of the Spring season.
2. Cost of repairs and maintenance are included in Resident's Council Tax liability.

March Update: Response from BCKLWN - *'In light of the present review of services we are looking at our capital projects for next year, however Hilgay is still close to the top of list (3rd) so will have some works carried out once we have had our budgets finalised I will be able to make a decision on what works are carried out and when.'*

Bar at Hilgay – being advertised on the internet. It was advised that the Bar has been raided by the Police. **Clerk cannot find reference to the Bar on the internet, and surmises it is being advertised via face book, etc.**

Fen Riverway – dog fouling issues. Clerk has spoken to dog owners in the Village, non Residents may also be using the walk, which is well known publicly. **Issue will be monitored.**

Dog Fouling at Hilgay – Ongoing issue in Lawrences Lane – **the dog owner has been reported again to the BCKLWN Dog Warden.**

HIGHWAYS MATTERS – High volume of snow damage to roads. Highways are awaiting the Year End 10 funding in order to commence repairs.

Modney Bridge Road/A10 - numerous complaints about unmarked/unlit junction, and adjacent farm entrance reflector posts causing confusion. Safety audit has previously been carried out and junction was deemed clearly marked. **Logged with Highways.**

Station Road Crossroads – road surface marked up for repair 4 months ago. **Works still not undertaken.**

Station Road - dyke culvert blocked. Highways have advised that as the rainwater is not coming off the road it is not a highway issue. Dyke owners have a duty to clear the dyke – Parish Council need to approach the landowner. **Chairman advised he would contact the landowner with a view to digging out the dyke.**

The Green, Manby Close - vehicles driving across the Green. **Clerk to advise the landowners – the BCKLWN, who have dealt with this problem in the past.**

Potholes:

Modney Bridge Road

Church Road (outside St Mark's Church) – repair breaking up

Road sunk around drain outside No.19 Station Road – flagged as urgent. **Inspecting 6.3.09.**

5 CORRESPONDENCE RECEIVED

JAN

Norfolk Link Issue 169

FEB

18th BCKLWN Council Meeting – Agenda for 26.2.09 Meeting

20th Southery IDB – require a Parish Council representative. **Mr R Martin agreed to apply as a representative.**

20th Playing Field Association Newsletter (summer edition)

20th Downham Market Area Local Action Group – Minutes of 13.2.09 Meeting

24th BCKLWN – Open Water – any waterways, ponds, lakes under the control need to carry out risk assessment.

27th Standard Board – Town and Parish Standard – Issue 4.

Consultation

Core Strategy for Kings Lynn and West Norfolk (to help shape the Borough in the period to 2025). Closing 6.4.09.

5 contd ..

Meetings

5 March 09 – West Norfolk Partnership – details circulated to Councillors

6 ACCOUNTS & FINANCE including the following Financial Matters

6a FINANCIAL MATTERS TO REPORT

Allotment Rents – Currently outstanding for 2008: £5.25 (Plot holder paying on 6.3.09)

There are 3 Residents currently on the waiting list.

Street Light at Steels Drove – has been shot with airgun. The cost of replacing the bowl, lamp & photo - £75.00 plus VAT. Replacement authorised by Chairman. Clerk reported to Norfolk Constabulary as requested.

Maintenance Equipment – Lawnmower needs servicing. Sprayer leaking (advised Maintenance it must not be used until repaired or replaced. **Permission granted to send all maintenance equipment to Pecks of Ely for servicing.**

6b TO CONSIDER ANY REQUESTS FOR DONATIONS - None

6c TO CONSIDER APPROVAL OF PAYMENT OF DUE INVOICES

	<u>As at 15 January 2009</u>	<u>As of 5 March 2009</u>
Community Account	£1,180.26	£2,108.08
Tracker Account	<u>£46,560.46</u>	<u>£45,071.01</u>
	£47,740.72	£47,179.09

Monies In -

HM Revenue & Customs VAT Reclaim Yr End 08	£812.64
Allotment Plots Rent for Plots 1,2,3, + 4-8	£809.00
BCKLWN Reimbursement of unused Special Expenses	£287.00
Bond – Interment only in existing Grave Space 93	£43.00
Barclays Interest 8 Dec 08 to 1 Mar 09	£10.55

Monies Out (from 15.1.09 Meeting)

102049	Inland Revenue (A Scordellis) Mth 7=£44.13	Mth 8=£39.40	Mth 9=£25.22	£108.75
102050	SL Tedder – BT (5 Aug to 4 Nov 08)=£34.15 + Stamps= £0.72p			£34.87
102051	W Asker Tx Mth 8,9,10 @ £5.91 per month (litter pick)			£17.73
102052	HSBC – Inv 47303 Printing of Riverside News (Dec issue)			£33.00
102053	Sportsafe – Inv 30295 + Inv30296 Play Equipment Inspects @ £76.38 each			£152.76
102054	Hodsons Inv 77603 Ink & Tippex			£38.79
102055	MHB Services Inv4153 (13Nov-12Jan)=£195.59 +Inv4339 (13Jan-12Mar)=£191.43			£387.02
102056	Ten Mile Bank School – donation for 2009 Season grass cutting of playing field			£400.00
102057	SL Tedder – salary backdate to 1 Apr 08 250 hours @ 53p per hr less 20% tax			£106.00
102058	Reissue of chq102041 (lost in post) St Mark's donation for churchyard tap			£500.00
102059	A Scordellis Tx Mth 11(5 Jan-1 Feb) 22½ hrs @ £7.88=£177.30 less tax=£35.46			£141.84
102060	SL Tedder Tx Mth 11 (5 Jan-2 Feb) 25hrs @ £10.36			£259.00
	Eon Electricity Direct Debit for January & February @ £143.47			
	Salaries & Expenses for Staff (3) for January and February 2009			

Invoices due for payment at this Meeting (5.3.09) incomplete details as records are currently with the Internal Auditor – full details to be supplied at May Meeting.

102061	A Scordellis Tax Month 12 – 16 hrs @ £7.88 less 20% tax	£100.86
	SL Tedder Tax Month 12	
	W Asker - Expenses	£22.15
	W Asker – Tax Month 12	£5.91
	HSBC – Inv 47899 Printing of Riverside News Feb 09 issue	£33.85
	BCKLWN – Dog Litter Bins (1 Oct to 31 Dec 08)	£47.99
	Norfolk Playing Field Assoc – renewal of annual membership	£20.00
	SL Tedder – Expenses – computer repair and database=£18.33 + BT (3 Nov-3 Feb)=£28.78	£47.11
	EON Electricity Direct Debit for March and April 09 @ £143.47	
	Salaries and Expenses for Staff (3) for March and April 2009	

It was proposed by Mr Wills, seconded by Mr Martin, and unanimously agreed to pay the presented invoices.

6d To Consider Quotation for BCKLWN Fencing at The Green (fronting Avenue Close)

1. Leave the fencing in its current state of disrepair.
2. Request the BCKLWN to remove the fencing.

Notification placed in the December issue of Riverside News. No response from Residents. Member of Public attended January Meeting to raise complaint that the works are not proceeding. It was unanimously agreed to approach the BCKLWN with a view to undertaking the repairs. Clerk to obtain repair quotation. **In hand.**

7. PLANNING CONSULTATION – NOTIFICATIONS and DECISIONS and MEMORIAL HEADPIECES **NOTIFICATION TO PARISH**

09/00289/F – Extension to dwelling following removal of existing conservatory at 2 Whittome Mill, Hilgay. **Parish Council Approved.**

09/00139/RM – Reconsultation.

Construction of 2 Dwellings at land south of Church Farm, Church Road, Ten Mile Bank. Parish Council Approved. Reconsultation received 4.3.09 due to receipt of barn owl and bat Survey. Need reconfirmation of approval. **Parish Council Approved subject to window overlooking adjacent property (Pigs Might Fly) has frosted glass fitted to it.**

09/00029/F – Construction of replacement dwelling at Bluebell Spinney, Hundred Foot Bank, Welney. **Parish Council Approved.**

NOTICE OF DECISION

08/02762/O – Outline Application – Construction of 1 No. 3 Bedroomed Single Storey Dwelling at Gilmarcy, Church Road, Hilgay. Parish Council Approved. **BCKLWN Outline Planning Permission is Refused (proposed development by means of its siting to the rear of Gilmarcy would lead to piecemeal tandem development, and will also be cramped in regards to the size of the site.**

Secretary of State Appeal Decision

APP/V2635/A/08/2083365 – 5 Manby Close, Hilgay – change of use of garden to cattery. **Appeal dismissed.**

Address Notification – Garden Cottage, Ely Road, Hilgay. (Next to Fairford which is 3rd property down from Foresters Avenue). **Parish Council Approved.**

Memorial Headstones

Emmersons – on behalf of E & M Kisby – placing of memorial plaque only in Garden of Remembrance to be charged at £67.00. **Memorial Plaque - Parish Council Approved.**

8 PUBLIC PARTICIPATION

Parking at Hilgay Playing Field during football events – Complaints received about road users having difficulties travelling along Ely Road during football events, road users are having to negotiate a long single width of road, and problems arise when meeting oncoming cars. **Clerk to raise issue with Football Club, and request members leave their cars at the parking area opposite Dent's Garage.** Also to request Football Club to collect and remove litter after their events.

9 HILGAY MATTERS

Dirt Bike Riders using Right of Way – request to be made to NCC for a kissing gate to be erected at the A10 end of the Right of Way. **Mr Bates to assist the Countryside Access Warden with this issue.**

Mill Hill – fly tipping – **Mr Martin kindly offered to resolve this problem.**

War Memorial & Village Sign Area – **It was unanimously agreed that Mrs Charlesworth should purchase lavender plants for these 2 areas.**

Hubbards Drove – potholes. **Report to Highways.**

Road Sweeper - request sweep of Church Road and Wood Hall. **Report to BCKLWN**

Ely Road – day burner. **Report to NCC.**

10 TEN MILE BANK MATTERS

Playing Field – too wet to re-bark play area at present.

Home Watch Report – Residents warned to be on the alert against central heating oil thefts, and aggressive cold callers known to be operating in the area.

Light outside 3-4 Church Road – **Report to Maintenance Contractor.**

With no further business the Chairman closed the Meeting at 8.15pm.

2009 Meetings

Thursday 7 May - Annual Residents Meeting and Annual Parish Council Meeting at Hilgay Village Hall

Thursday 2 July Ten Mile Bank Village Hall

Thursday 3 September Hilgay Village Hall

Thursday 5 November Ten Mile Bank Village Hall