

**MINUTES OF THE HILGAY PARISH COUNCIL MEETING
HELD ON 6 NOVEMBER 2008**

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 Wills, Mr Gordon, Mr Dawe, Mr Higgins, Mr A Dent, and Mr D Dent and 2 Members of the Public.

1. **APOLOGIES FOR ABSENCE** – Neil Bradley, Peter Bates, Richard Martin.

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

Mrs Charlesworth – Item 4 - Land at Sandy Lane

3. **TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 SEPTEMBER 2008**

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 –Borough Council Officer has now returned to work. **Meeting arranged to discuss litter bins in use with BCKLWN.**

Water Tower Lease – BCKLWN sold land in 2005, and land in the process of being sold again. BCKLWN (although not involved in the sale) have received request for details of the Water Tower Lease held by Hilgay Parish Council (in order to provide a history of the land for the new purchaser. Clerk has been contacted directly by the Purchaser's Solicitors. Land cannot be registered until details of the lease are provided. Clerk has suggested that a copy of the lease could be provided if their purchaser was able to proceed with an outstanding request made to him by the Parish Council.

No further contact from the land owner's Solicitors.

Land at Sandy Lane – Item needs reviewing. Chairman to meet with Clerk to discuss. It was advised that persons unknown have cut the grass. Mrs Charlesworth to investigate.

Documentation has been provided concerning the land at Sandy Lane as follows:-

Extracts from letter dated 21.4.97 from MacFarlanes, Solicitors on behalf of the registered freehold owner of. *'Registered Common Land Unit 45 (Engine Drove). I have written to the County Council who are the Commons Registration Authority - An extract from the Register of Commons shows that the strip is indeed registered. It was registered as Common Land but there are no Rights of Common registered.*

The Parish Council applied to have the land registered as Common on 16 October 1967 and became final on 26 January 1971. Under the Commons Registration Act 1965 any person could make an application to have land registered as Common Land. Such an application could, and often was, made without reference to the owner of the land. The position was that anyone could make an application to register the land as Common Land but this did not detract in any way from the fact that the land was owned by someone else. It was not necessary for the applicant to have a legal interest in the land.

The 1965 Act provides that final registration of the land in the Commons Register is conclusive evidence that the land is registered as Common Land and because there are no registered Rights of Commons – the land is what is known as 'waste of the manor'.

It has not been possible since 1965 to create any new Rights of Common Land over land which has been registered as Common. It is equally now impossible to say that any specific Rights of Common existed before registration because they ceased to exist when they were not registered.

Prescriptive rights by way of long user are also impossible to claim because what has to be shown is that the Rights of Common have been exercised since the time of 'legal memory' and if this was the case then those Rights should have been registered when the application to register the land as Common Land was made. The intention of the 1954 Act was that a period of time should be allowed to which all Common Land and all Rights of Common over that land could and should be registered. This was a 'once and for all' provision. The timescales involved have long since passed. I also took the opportunity to check with the County Council what was the extent of the public highways in the vicinity of the Common Land. I have been provided with an extract from the current Definitive Map which shows there is no public vehicular access to the Common Land. There are bridleways running to the north, south, and east of the Common (Bridleway 3,2, and 14) but these do not provide vehicular access to the Common Land. I understand that Sandy Lane is a 'county road' but only as far as Pepper Lane. Pepper Lane itself is only a bridleway. There is no right of vehicular access to the Common Land and therefore it would not be lawful to take motorised equipment via the public bridleways to the Common in order to cut the hay.

4 Land at Sandy Lane contd ..

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.

A general discussion took place regarding prevention of access by the general public onto this land. Chairman advised that this issue would be looked into further.

Annual Play Equipment Inspection - Hilgay and Ten Mile Bank Playing Fields equipment were inspected on 28.6.08 Inspection Reports advise as follows:-

Hilgay: Re-concrete upright on basketball goal @ £895.00 + £45 labour + VAT.

Ten Mile Bank: Replace basketball net @ £3.99, Re-connect 4 uprights on climbing rope @ £694, + labour charge @ £45, + VAT.

The Parish Council challenged the above required works. It would appear that materials charges are extreme, and the climbing rope works at Ten Mile Bank Playing Field unnecessary. Clerk requested to clarify these matters with the Managing Director of Sportsafe UK.

The Director, John Neal, of Sportsafe UK met with the Parish Council in order to make a site inspection, and has stated that his supervisor was being rather over zealous. None of the above works are required. Mr Neal is to forward written confirmation to that affect.

Special Expenses Update:

Closed Churchyard - All Saints,

Hilgay

For Year End	Special Expense Charged	Balance from Previous Years	Amount available	Amount Spent	Balance	Comments
	£	£	£	£	£	
March 2005	500	0	500	0	500	Amount not spent carried forward to next year
March 2006	3,000	500	3,500	5,213	-1,713	Amount in excess of special expense charge carried forward to next year
March 2007	1,000	-1,713	-713	0	-713	Balance of excess carried forward
March 2008	1,000	-713	287	0	287	Amount not spent carried forward to next year
March 2009	1,000	287	1,287		1,287	

This leaves £1,287 available to spend in the current financial year 2008/2009. Nothing has been spent to date.

Clerk requested to clarify the BCKLWN March 2006 expenditure of £5,123.

BCKLWN report as follows: Works carried out by Aspect Roofing as follows:

Supply and erect scaffolding, ladders, hoists etc., necessary to carry out the works all in accordance with current health and safety regulations.

Carefully remove the existing plain tile roof covering, battens etc. clean down and denail existing rafters and clear away all redundant materials, leaving sound tiles stacked neatly for re-use

Recover roof slopes

Dismantle and clear away scaffolding on completion of the works and leave the site clean and tidy.

All work is to be carried out in accordance with BS 8000 Part 6, 1990 Workmanship on Building sites – Code of Practice for Slating and Tiling of Roofs and Cladding. **Clerk requested to raise follow issues with the BCKLWN:**

- 1. Cost of works to All Saints Lych Gate in relation to works carried out appears to be over priced.**
- 2. Establish whether other quotations were obtained for these works.**

River Field toilets - in poor condition. BCKLWN have advised that the toilets are now closed for the winter season.

The matter will be considered 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.**

4 contd ..

Dyke fronting TMB School – still blocked. Clerk to clarify that Highways jetted under the walkway.

Update: Highways advise that 2 days were spent jetting. Highways had anticipated sinking the sump lower on the walled side of the dyke, but the wall was deemed too unstable to undertake any digging works. No blockages apparent.

Ten Mile Bank Resident written complaint - concerning traffic speeds, road surface, kerbing, weeds, and lighting, and tidiness of village. Clerk has updated Resident.

Lighting – resolved. Leak at kerb stones at Station Road – Anglian Water to inspect.

Alleged hump in road outside Resident’s property – Highways have inspected and stated that the road surface is within legal limits.

Litter pick – monthly pick now in place.

Footpath weeds – under the remit of the Borough Council – TMB Maintenance Officer has tidied.

Traffic speeds – Clerk has asked Resident to note registration numbers and make of vehicle and report to her.

Requested SAM Survey

The Parish Council requested a SAM survey for both Villages in December 2007, which was finally carried out on 29 July 2008. The tables below show their findings.

SAM (Speed Awareness Message) REPORTS

SITE		3188STATION ROAD, TEN MILE BANK		SPEED LIMIT		30MPH	
NORTH DIRECTION				TOWARDS A10			
SOUTH DIRECTION				TOWARDS WELNEY			
DATE							
29/07/08		TIME		10:10 – 11:10			
NORTH				SOUTH			
NO OF VEHICLES		14		NO OF VEHICLES		13	
AVERAGE ENTRY SPEED		19:92		AVERAGE ENTRY SPEED		32:15	
AVERAGE EXIT SPEED		19:21		AVERAGE EXIT SPEED		25:76	
NO EXCEEDING SPEED LIMIT ON ENTRY		1		NO. EXCEEDING SPEED LIMIT ON ENTRY		1	
TOP SPEED		43		TOP SPEED		45	
DATE							
07/08/08		TIME		17:15 – 18:15			
NORTH				SOUTH			
NO OF VEHICLES		27		NO OF VEHICLES		19	
AVERAGE ENTRY SPEED		33:22		AVERAGE ENTRY SPEED		37:31	
AVERAGE EXIT SPEED		28:66		AVERAGE EXIT SPEED		30:63	
NO EXCEEDING SPEED LIMIT ON ENTRY		4		NO. EXCEEDING SPEED LIMIT ON ENTRY		8	
TOP SPEED		59		TOP SPEED		50	
DATE							
14/08/08		TIME		08:05 – 09:05			
NORTH				SOUTH			
NO OF VEHICLES		32		NO OF VEHICLES		17	
AVERAGE ENTRY SPEED		33:43		AVERAGE ENTRY SPEED		36:11	
AVERAGE EXIT SPEED		28:18		AVERAGE EXIT SPEED		31:23	
NO EXCEEDING SPEED LIMIT ON ENTRY		11		NO. EXCEEDING SPEED LIMIT ON ENTRY		6	
TOP SPEED		58		TOP SPEED		78	
THREE VISITS COMBINED							
NORTH				SOUTH			
AVERAGE ENTRY SPEED		28:9		AVERAGE ENTRY SPEED		35:2	
AVERAGE EXIT SPEED		25:4		AVERAGE EXIT SPEED		29:2	

4 contd ..

SITE		3187ELYROAD, HILGAY		SPEED LIMIT		30MPH	
NORTH DIRECTION				TOWARDS BRIDGE STREET			
SOUTH DIRECTION				TOWARDS A10			
DATE		29/07/08		TIME		08:45 – 09:45	
NORTH				SOUTH			
NO OF VEHICLES		25		NO OF VEHICLES		30	
AVERAGE ENTRY SPEED		22:24		AVERAGE ENTRY SPEED		25:80	
AVERAGE EXIT SPEED		24:04		AVERAGE EXIT SPEED		23:46	
NO EXCEEDING SPEED LIMIT ON ENTRY		5		NO EXCEEDING SPEED LIMIT ON ENTRY		8	
TOP SPEED		34		TOP SPEED		38	
DATE				07/08/08			
TIME				13:10 – 14:10			
NORTH				SOUTH			
NO OF VEHICLES		29		NO OF VEHICLES		36	
AVERAGE ENTRY SPEED		27:68		AVERAGE ENTRY SPEED		28:88	
AVERAGE EXIT SPEED		24:79		AVERAGE EXIT SPEED		24:63	
NO EXCEEDING SPEED LIMIT ON ENTRY		11		NO EXCEEDING SPEED LIMIT ON ENTRY		16	
TOP SPEED		50		TOP SPEED		49	
DATE				14/08/08			
TIME				09:25 – 10:25			
NORTH				SOUTH			
NO OF VEHICLES		34		NO OF VEHICLES		37	
AVERAGE ENTRY SPEED		26:35		AVERAGE ENTRY SPEED		29:35	
AVERAGE EXIT SPEED		25:52		AVERAGE EXIT SPEED		24:83	
NO EXCEEDING SPEED LIMIT ON ENTRY		11		NO EXCEEDING SPEED LIMIT ON ENTRY		18	
TOP SPEED		44		TOP SPEED		45	
THREE VISITS COMBINED				THREE VISITS COMBINED			
NORTH				SOUTH			
AVERAGE ENTRY SPEED		25:4		AVERAGE ENTRY SPEED		28:0	
AVERAGE EXIT SPEED		24:8		AVERAGE EXIT SPEED		24:3	

A general discussion took place on the above Reports. **It was unanimously agreed that on average 1 in 3 vehicles are travelling above the speed limit through the Villages. Despite numerous requests, Norfolk Constabulary have refused to conduct a speed trap in either Village.**

5 CORRESPONDENCE RECEIVED

SEPT

- 3rd Mayor's Civic Awards for Voluntary Service 2008 – nominations being accepted.
Assoc of Parish & Town Councils – Norfolk Link Issue 167
- 17th BCKLWN – Standards Committee – Parish Council Member required
- 18th NCC – Unitary Authority – Summary of the Business Case
BCKLWN Council Meeting – Agenda for 25.9.08 Meeting
- 23rd BCKLWN Parish Facilities Survey. **Clerk completed and returned.**

OCTOBER

- 15th Downham Market Area Local Action Group – Minuts of Meeting held on 10.10.08
- 15th BCKLWN – Mayors Award for Design in the Environment – applications invited
- 17th BCKLWN Slides of breakdown of responses to Unitary Authority Consultation.
- 20th BCKLWN – Standards Committee – Agenda for Meeting 23.10.08
- 23rd BCKLWN – Standards Committee – Panel Hearing Agenda – 7.11.08
- 31st Zurich – Advisement on internal Zurich structure changes.

NOVEMBER

- 5th BCKLWN – Standards Committee – Minutes of 23.10.08 Meeting (re. Welney Parish Council)

Consultations

Communities and Local Government – The making and enforcement of byelaws. Comments by 20.11.08
Code of Conduct for Local Authority Members and Employees

Meetings

BCKLWN Update & Proposals on Unitary Authority – 7 Jan 09 at Kings Court Council Offices commencing at 6pm.
Wash Estuary Strategy Group – Annual Conference 18.11.08 at Knights Hill Hotel – 10am to 4.30pm
Voluntary Norfolk – 3 Dec at St Augustine Healthy Living Centre, Columbia Way, Kings Lynn – Information share on health care and social care services. 10.30am to 12 noon. No appointment needed.

6 ACCOUNTS & FINANCE including the following Financial Matters

6a FINANCIAL MATTERS TO REPORT

Clerk's Salary – Interim salary award has been set as of 1 April 2008.

Clerk's SCP increased 1 point on 1.4.08 from SCP 22 @ £9.83 per hour for period 1 April 2007 to 31 Mar 08 - to SCP 23 as of 1 April 2008.

Interim hourly rate has been set at £10.36 per hour as of 1 April 2008.

Hourly increase 53p per hour – totalling a monthly increase of £13.25 per month.

Held over until January 2009 Meeting

Allotment Rents – Currently outstanding: £846.43

GRAND TOTAL: INCOME = £2,350.70 (Ely Road Allotments = 26 allotments @ £5.25 each – Total £136.50)

EXPENDITURE = Rates £363.22 + Rent £2040 (Total £2403.22) Loss of £52.52.

The following Plot Holders are currently paying:

		<u>Oct 08</u>	<u>proposed as of Oct 09</u>
G R V	Plot 11-30	£1,404.52	£1,430.78
T D	Plot 1,2,3, + 4-8	£809.68	£835.94

It was unanimously agreed that the above two Plot Holder's rents be increased by £26.26 per total liability as of October 2009 to cover the current Parish Council expenditure shortfall.

Annual Return for Year End 08

Returned approved. No issues were raised by the Auditors.

Clerk will now proceed with Year End 08 VAT claim.

Garden of Remembrance – Resident wishes to place plaque in the Garden of Remembrance (no interment to take place). Clerk's query: Should a charge be made for the placing of a plaque only. A general survey revealed that most Cemeteries do make a charge.

It was unanimously agreed that a fee of £67 be levied for the laying only, without interment, of a plaque measuring 15" x 15" in the Garden of Remembrance at Hilgay Parish Cemetery.

6b TO CONSIDER ANY REQUESTS FOR DONATIONS

St Mark's PCC

Father David was unable to attend to provide details of the St Mark's PCC request for a donation for a tap for the Churchyard. Held over to November 2008 Meeting.

November Update:

Donations overview:

The Parish Council have already agreed in this Year End 09 to donate £330.96 to St Mark's PCC for churchyard maintenance, split into 3 payments of £110.32, payable upon receipt of an invoice. Remaining 2 invoices are presented for payment at this Meeting @ £220.64.

Colin Dixon attended this Meeting and presented an Overview on St Mark's Church as follows:-

St Mark's should be open for Christmas. There is a construction shortfall of £5,500, and £8,000 is needed to renovate the organ.

As the Church is now a Grade II Listed, the previous water butt system for the churchyard has had to be removed. Thus relatives would have to bring their own water for floral tributes.

A quotation of £707 plus VAT has been obtained from Anglian Water for a boundary box, meter, and infrastructure. The PCC would have to dig the trenching.

It was unanimously agreed to donate £500 towards the cost of the installations for water provision for St Mark's Churchyard.

6c TO CONSIDER APPROVAL OF PAYMENT OF DUE INVOICES

	<u>As of 1 September 2008</u>	<u>As of 28 October 2008</u>
Community Account	£498.56	£1,949.04
Tracker Account	<u>£52,858.98</u>	<u>£50,295.10</u>
	£53,357.54	£50,295.10

Monies In -

9.10.08	AJ Coggles – Interment fee in existing grave Plot 56	£43.00
21.10.08	Costin – 2 x adverts in Riverside News (Oct and Dec 08)	£10.00
23.10.08	Allotment Rent Plot 11-30	£1,404.52
23.10.08	Allotment Rent Plot 12	£5.25
3.11.08	Allotment Rent Plot 24, 8, 5+6, 4+16, 7,9, 3, & 18	£52.50
3.11.08	Allotment Rent Plot 13,14,15, 19,20, 11 & 12	£36.75

Monies Out (from 4.9.08 Meeting)

102008	A Charlesworth – reimbursement for plants for Village Sign Area	£36.25
102009	M Starling – assistance for Cllr Charlesworth at Village Sign Area	£25.00
102010	W Asker – Villages maintenance 3 hrs @ £7.88 Tax Month 5 (period 11-17 Aug)	£23.64
102011	A Scordellis – Tax Month 5 (21 July to 17 Aug) 28hrs @ £7.88=£220.64 less tax of £44.13	£176.51
102012	A Scordellis – Expenses from May to July - Petrol	£38.67
102013	BCKLWN – Inv2113 – Dog Litter Bins	£49.03
102014	MHB Services Inv2955 13 July-12 Sept=£195.59 + Inv3139 13 Sept-12 Nov=£195.59	£391.18
102015	Kew Grass Care Inv8534 2 x July cuts=£119.85 + Inv8571 2 x Aug cuts=£119.85	£239.70
102016	HSBC Printing of Aug issue of Riverside News	£33.00
102017	SL Tedder – Expenses BT (May to Aug)=£28.60 + Internet Oct 07 to Sept 08=£49.20	£77.80
	Eon Electricity Direct Debit for September and October @ £146.59	
	Salaries & Expenses for Staff (3) for September and October 2008.:-	
102018	A Scordellis Tx Mth 6 (18 Aug to 14 Sept) 30hrs @ £7.88ph=£236.40 minus tax=£47.28	£189.12
102019	SL Tedder Tx Mth 6 (13 Aug to 10 Sept) Clerk and Riverside News = 25hrs @ £9.83ph	£245.75
102020	Southery IDB asses no 4424 Annual drainage rates for Yr End 31.3.09	£363.22
102021	HM Revenue & Customs (A Scordellis Tax Mth 4,5,6) Contributions	£139.87
102022	SL Tedder Tx Mth 7 (11 Sept to 9 Oct) Clerk and Riverside News = 25hrs @ £9.83ph	£245.75
102023	A Scordellis Tx Mth 7 (15 Sept to 12 Oct) 28hrs @ £7.88= £220.64 minus £44.13 tax	£176.51
102024	W Asker Tx Mth 7 (22 Sept to 19 Oct) 9½ hrs @ £7.88ph	£74.86
	Eon Electricity Direct Debit September & October 08 - £146.59 per month	

Invoices due for payment at this Meeting (6.11.08)

102025	John Cullen – Inv5 hedge cutting at the Lych Gate – All Saints Church	£180.00
102026	St Mark's PCC – Churchyard maintenance 2 nd & 3 rd Installment @ £110.32 each	£220.64

6c Invoices due for payment contd ..

102027	Kew Grass Care Inv8618 (3 x Sept cuts)=£179.77 + Inv 8652 (1 x Oct cut)=£59.92	£239.69
102028	MHB Services Inv 4006 Replacement bracket outside 3 Foresters Avenue= £229.13 + MHB Services Inv 3199 Replacement bowl at Station Road= £76.38	£305.51
102029	BCKLWN Inv 2171 Dog Litter 1 July to 30 Sept	£49.03
102030	Mole Control & Pest Services Inv 1048 – Mole control Hilgay Playing Field April to Oct 08	£290.00
102031	Mazars – Inv502999-3779 Audit Fee for Year End 08	£334.88
102032	Norfolk County Services Inv 87381 ½ yr grass cutting – Hilgay Playing Field	£255.93
102033	Grounds & Co – Inv CE6111 Annual Rent – Hilgay Playing Field	£250.00
102034	Hilgay Feoffee Charity – River Field Annual Rent=£65 + Hire of TMB Hall=£10	£75.00
102035	Clerks & Councils Direct – Annual subscription £10 per Cllr (13) per annum	£130.00
102036	Norfolk County Council – Inv 11128154 - Allotment Rent April to October 08	£1,020.00
102037	SL Tedder – stamps	£111.32
102038	Downham District Poppy Appeal – Donation	£33.00
102039	A Scordellis Tx Mth 8 –(13 Oct to 9 Nov 08) 25hrs @ £7.88=£197 less 20% tax(£39.40)	£157.60
102040	HSBC – Inv46401 Printing of Oct issue of Riverside News	£33.00
102041	St Mark's PCC – donation towards cost of water provision to Churchyard	£500.00
102042	SL Tedder TxMth 8 (10 Oct to 7 Nov 08) Clerk & Riverside News 25hrs @ £9.83ph	£245.75
102043	P Pope – Inv10449 Repair to Parish Cemetery tap	£60.00
102044	A Scordellis – Tx Mth 9 (10 Nov to 7 Dec 08) 16hrs @ £7.88=£126.08 less tax(£25.22)	£100.86
102045	SL Tedder Tx Mth 9 (8 Nov to 6 Dec 08) Clerk & Riverside News 25hrs @ £9.83ph	£245.75

Eon Electricity Direct Debit for November £143.47 and December £143.47

Salaries & Expenses for Staff (3) for November and December 2008

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

7. PLANNING CONSULTATION – NOTIFICATIONS and DECISIONS and MEMORIAL HEADPIECES

NOTIFICATION TO PARISH

08/02427/F – Demolition of Grage and Erection of new Garage/outbuilding & 2 Storey Extension to Dwelling at Field View, Ferry Farm, River Bank, Ten Mile Bank. **Parish Council Approved.**

08/02435/F – Construction of Dwelling at land north of Pingle Villa, East End, Hilgay. **Parish Council Refused.**

08/02033/F – Extension to dwelling at Damley House, Hills Court, Hilgay. **Parish Council Approved.**

08/01781/F – Dwelling house and garages at Cold Harbour Farm Cottages, Blackhorse Drove, Hilgay. **Parish Council Approved.**

NOTICE OF DECISION

08/02033/F – Extension to dwelling at Damley House, Hills Court, Hilgay. Parish Council Approved. **BCKLWN Permission Granted.**

08/01781/F – Dwelling house and garages at Cold Harbour Farm Cottages, Blackhorse Drove, Ten Mile Bank. Parish Council Approved. **BCKLWN Permission Granted.**

WITHDRAWN

08/02008/F – 2 Storey Extension to Dwelling, Construction of detached garage/outbuilding following demolition of existing garage at Field View, Ferry Farm, River Bank, Ten Mile Bank. Parish Council Approved.

Enforcement Matters

General Stores, Stocks Hill – awaiting BCKLWN report. Clerk reported scaffolding blocking pavement to Highways. Enforcement Officer is not able to visit until 11 November. **Clerk requested to advise that scaffolding does not appear to conform to health and safety standards.**

Planning Correspondence

Training event to update Parish Councils on changes within the Planning system.

22 Jan 09 Town Hall, Hunstanton, or 29 Jan 08 Bar Room, Downham Market, or 30 Jan 09 Town Hall, Kings Lynn. All Meetings run from 10am to 3.30pm. To book email Rebecca.coe@west-norfolk.gov.uk or ring 01553 616715.

7 contd ..

APPEALS TO SECRETARY OF STATE

Land to rear of 5A Chapel Row, Hilgay. Clerk requested to advise Appeal Hearing of Parish Council comments on this planning application - sent 28.5.08. **Appeal allowed.**

Change of use of garden to cattery at 5 Manby Close, Hilgay - **has been accepted for an Appeal Hearing.**

8 TO CONSIDER PUBLIC RESPONSE ON CESSATION OF BCKLWN FENCING/HEDGING/FOOTPATH WORKS AT THE GREEN (FRONT AVENUE CLOSE)

It was unanimously agreed to advise the BCKLWN the following requirements:- 4ft 6" galvanised wire fencing (as original), Hedging to be planted in front of the fencing (Ely Road side), and staggered footpath to be installed BCKLWN have refused to replace the fencing for the following reasons:-

1. Road is now a village type(as opposed to A10 Trunk)
2. It is an aggressive linear feature that detracts from setting.
3. There is no evidence of other uses except visual.
4. The similar grassed area south of this site has no fence, looks better for it and has no problems without it.
5. The replacing of the fence will be expensive.

The above information was placed in the Riverside News to notify Residents of the cessation of the above works.

2 written objections received as follows:-

1. 20.10.08 Lets say (Hooray) to the Borough Council for there decision on the chicken wire fence it is nice to know that they have people with brains, so perhaps you will tear the thing down so it can look a nice open space as the one at Mamby Close does.

(On another issue)

It would seem that there is a lot of moans about the War Memorial, and the congestion of the (school Mum's cars), would it not be a good idea to have the school entrance at the back of the school as it would then make the junction clear of all cars, and no more moans about the memorial, and it would be safer for the children but of course it means some loss to the playing field but I would think that would be a small price to pay for the benefits it would bring.

2. 31.10.08 I refer to the BCKLWN comments made regarding the dilapidated chain link fencing as outlined in the Parish magazine. I entirely agree with their comments, and it is now time for common sense to prevail regarding this area. If the removal of the old fence causes any problems with the nearby residents, then alternatives can be discussed and an attractive, effective solution found.

Held over until January 2009 Meeting, whereby a final decision will be made. Options to be considered:

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

Notification to be placed in the December issue of Riverside News.

9. TO CONSIDER UPDATE ON THE RENEWAL OF HILGAY PLAYING FIELD LEASE - UPDATE

Terms

- The lease to commence with effect from 11th October, 2008.*
- Term of lease 25 years (subject to legal advice from our Clients' solicitors).*
- Initial commencing rent £250 per annum.*
- Rent to be reviewed annually in accordance with the Retail Price Index.*
- The other terms of the lease will be broadly the same as the existing expired lease.*
- The Hilgay Parish Council to meet one half of the legal costs in the preparation of a new lease, including Ordnance Survey licence fees.*

It was unanimously agreed to accept the above terms on condition that permission for the playing of adult sports be included in the terms of the lease (Clause 5 of the previous lease).

Response from Grounds & Co dated 15.7.08:-

'In principle they (the Diocese of Ely) raise no objection to the modification of the clause which will permit adult sports activities to take place on the Hilgay Glebe land let to the Parish Council'.

Grounds & Co propose Clause 5 be modified to the effect that:-

- a) There is now no restriction as to children's recreation ground.
- b) No organised games or other activities will commence on the Glebe land before 11am on Sundays.
- c) No organised games or other activities will occur to clash with the major religious festivals held at the Church.

It was unanimously agreed to approve with the above modifications to Clause 5, but to request that Item a) specifically state that both children's and adult's sports activities are to be allowed on the playing field.

Grounds & Co. response dated 29.9.08: 'Solicitors have been instructed, and I am hopeful that the new lease to commence with effect from 11 October 2008 will be prepared very shortly'.

10 TO CONSIDER UPDATE ON FRIENDS OF THE SCHOOL GROUP PROPOSALS FOR ADDITIONAL PLAY EQUIPMENT ON HILGAY PLAYING FIELD

The Friends of the School Group were requested to put together plans and costings to be presented at the September Parish Council Meeting.

Details of this project were advised in the Riverside News.

The Friends of the School attended the Meeting to outline their proposals. Outlined as follows:

Fenced Tots Area to include tots slide, swings, and see saw

Juniors + Area to include climbing frame and swinging basket.

Cost of play equipment is currently estimated at approximately £30,000, and the Group are looking to the Parish Council to contribute £5,000.

The Group, headed by Anita Stewart, will continue to attend Parish Council Meetings with updates on their progress.

November Update:

Friends of the School, headed by Anita Stewart attended the Meeting, and reported as follows:

Grant application almost completed. Parish Council requested to provide financial information to complete the application.

11 TO CONSIDER PROPOSALS FOR PLAY EQUIPMENT SUITABLE FOR PRE SCHOOL CHILDREN ON TEN MILE BANK PLAYING FIELD - LORRAINE BRADLEY TO ATTEND

Mrs Bradley has been requested by the Parish Council to put together plans and costings to be presented at the September Parish Council Meeting. Details of this project were advised in the Riverside News. Unable to attend.

Held over.

November Update

Email dated 3.11.08 received from Lorraine Bradley: Unfortunately we are having difficulty 'rallying the troops' and am unable to commit to this project on our own at the moment but hope to look at it again in the future.

Anita Stewart advised that the Friends of the School Group have had plans drawn up for the Ten Mile Bank play area. **Mr Wills requested a copy.**

12 TO CONSIDER UPDATE ON THE THE HILGAY YOUTH COMMITTEE YOUTH SHELTER - NCC Children's Services – Dave Rodwell, PCSO Officer – Claire Line and Youth Committee to attend

Youth Committee have advised that funding for the Youth Shelter has been obtained.

Grounds & Co response dated 29.9.08 requested the following details:

Plan showing location of the shelter.

Size and method of construction

Advise that their Client would like to see a wooden shelter which could be easily dismantled at the end of the lease period, and which would be more in keeping with the rural scene in the locality.

Chairman requested Clerk to forward the details to Grounds & Co of the chosen Youth Shelter – the monster shelter www.monsterplay.co.uk which is an open aspect shelter made of recycled steel measuring H: 2.5m W:2.5m to include a solar light and radio, and installed on a concrete base.

November Update

Clerk unable to advise location of the shelter as this has not yet been agreed. **It was unanimously agreed that the youth shelter should be located in the corner of the playing field – next to the hedging / Ely Road, (near to the existing play equipment).** Clerk to update Grounds & Co on the location.

13 TO CONSIDER 2009 GRASS CUTTING CONTRACTS FOR HILGAY PLAYING FIELD & RIVER FIELD

HILGAY PLAYING FIELD (2009 season)

2008 Season charge was £435.62

Norfolk County Services have advised:

To Harrow and roll in spring, gang mow at 10-12 day intervals from mid-March to the end of October inclusive

Scarify/Aerate in November/December

Cost £463.50 + VAT

Plus

Cut and strim playing field surrounds and playing equipment area on a 20 day interval from April to October @ £254

It was unanimously agreed to sign a 1 year contract with Norfolk County Services for the 2009 grass cutting @ £463.50 plus VAT and strimming @ £254 plus VAT of the Hilgay Playing Field.

RIVER FIELD

Kew Grass Care have advised: £52.50 per cut for 2009 season (2008 season £51 per cut).

It was unanimously agreed to renew the River Field 2009 grass cutting contract @ £52.50 per cut plus VAT with Kew Grass Care.

14 TO CONSIDER THE UPDATE ON THE HILGAY WETLANDS CREATION SITE

Hilgay Parish Council have strongly objected to the Forestry Commission on the Environment Agency proposal to fell 10ha of Plantation Woodland known as Jubilee Wood.

Update received from the Forestry Commission dated 27.10.08. 'It has been confirmed that the Hilgay Wetland creation project falls under part 10(i) of Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 1999 as an Infrastructure project (i.e. dams and other installations designed to hold water or store it on a long term basis).

The relevant Statutory Instrument can be viewed on www.opsi.gov.uk/si/si1999/99029305.htm#sch2. Determination for the project, including Jubilee Wood, is the responsibility of the relevant Planning Authority (BCKLWN). The application from Norfolk Wildlife Trust to the Forestry Commission for EIA Determination will not proceed further.

November Update:

BCKLWN – TPO Officer – Clerk has been unable to obtain an update as to the Borough Council stance on this matter. BCKLWN Planning Office are not aware of the receipt of a planning application.

A general discussion on this proposal took place. It was advised that Jubilee Woods forms a protection barrier from noise from the British Sugar factory.

15 PUBLIC PARTICIPATION

Residents attended to take part in discussion on the felling of Jubilee Wood proposal.

16 HILGAY MATTERS

Referred by Cllr. A Dent:- European Recycling Co. wish to place a shoe recycling bank at Hilgay Recycling Centre. The company is registered with the Environment Agency. This is a free service. Bank measures 2'6" square and 4'4" high. It would be emptied weekly by one of their own (uniformed) employees. 330m pairs of shoes go into landfill per year in the UK.

It was unanimously agreed to arrange for a Shoe Recycling Bank to be installed at the Hilgay Recycling Centre.

Notification to be placed in Riverside News.

Cllr A Dent suggested placing the new noticeboard on the railings outside Dent's Butchers to protect it from vandalism (current noticeboard has had glass smashed on numerous occasions).

It was unanimously agreed to relocate the new noticeboard on the railings outside Dent's Butchers.

Clerk to notify Maintenance Officer.

MHB Services Inv 4006 Replacement bracket outside 3 Foresters Avenue - Chairman is unhappy about height of bracket. MHB have advised that bracket cannot be raised due to EDF fuses. Any attempt to interfere with EDF fuses may result in EDF ordering removal of the light. A new column would then have to be purchased.

Clerk asked to request MHB Services turn the bracket to raise the lantern.

Right of Way – Sandy Lane – in poor condition. **Clerk to contact the contractor using the Right of Way**

Drinks Bar – being advertised on the internet. **Clerk to check.**

17 TEN MILE BANK MATTERS

Station Road – mud on road – **Highways are taking action.**

With no further business the Chairman closed the Meeting at 9.40pm.

2009 Meetings

Thursday, 15 January Hilgay Village Hall (moved due to New Year Bank Holiday)

Thursday, 5 March Ten Mile Bank Village Hall

Thursday 7 May - Annual Residents Meeting and Annual Parish Council Meeting 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