

**MINUTES OF THE HILGAY PARISH COUNCIL MEETING  
HELD ON Wednesday, 13 JANUARY 2010**

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Due to bad weather conditions, the above Meeting was rescheduled from 7 January 2010 to the above date, and held in the Methodist Chapel, High Street, Hilgay, commencing at 7pm.

**PRESENT:** Mr G Carter, Mr R Houghton, Mrs Charlesworth, Mr P Carter, Mr D Dent, Mr P Bates, Mr R Martin, Mr N Bradley, Mr C Dawe, and 1 Member of the Public.

**1. APOLOGIES FOR ABSENCE** - Mr M Higgins, Mr C Wills, Mr A Dent, and Mr D Gordon

**2. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA** - None

**3. TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5 NOVEMBER 2009**

It has been reported to the Clerk by Tony Hall that there is an error under Item 10 – Trade Litter Bin at the Riverfield in the September 09 Minutes. It is the Denver Cruising Club, not the Denver Sailing Club.

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

Hilgay Bridge - The tarmaced and fenced footpath from Hilgay Bridge which leads to the A10 bridge is impassable.

The Chairman has suggested that this footpath be re-routed to pass under the bridge (where there is sufficient space for a footpath on the concrete ledge). David Mills – of NCC Countryside Access is to inspect.

November Update – awaiting response from the NCC.

January Update: Response from NCC Countryside Access

*Hilgay Bridge – ‘I had a look at this one. I did not find the route impassable, but somewhat overgrown on the slope up to the road. It is only a bit of undergrowth that needs removing, we can clear that out quite easily. To be 're-routed' would require a diversion order, and a formal applicant who would be prepared to pay the £2000 required to make the legal change. If the Parish Council wish to pursue the creation and opening up of the underpass route as an additional path then I have no objection to them doing this’.*

**Clerk requested to contact the Environment Agency in respect of funding assistance for a Diversion Order.**

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.

May Update - Countryside Access Development Officer has tried to redirect this as a Police matter. Clerk has insisted he contact Cllr Bates to discuss this matter further.

July Update: Mr Bates advised that the Countryside Access Warden had still not contacted him.

September Update\_ Reminder sent to David Mills – NCC, Countryside Access

November Update – awaiting response from the NCC.

January Update: Response from NCC Countryside Access

*'Dirt Bikes - I recall this issue being on the village side of the A10 along Watermans Lane. It is still a road as far as the A10 even though it is a soft surface so we cannot stop motorbikes using it. They do however remain bound by highway laws and if they are unlicensed, uninsured, or acting in a manner considered as dangerous driving, without due care and attention etc. then these are Police matters.*

*Installing a kissing gate at this location would be inappropriate as it would prevent horses/cycles crossing here from the west side bridleway if this happens at all now. After speaking with Martin Edmunds, I understand the Steels Drove hand gate adjacent is up for renewal sometime, he suggested that when this is done ( in the next financial year) the Watermans Lane exit could be gated in the same manner ( Minimum width 1.6m bridle gate with equestrian handle), and that he would get this done at the same time if you feel it would help.*

*It would not stop motorbikes but possibly cause sufficient inconvenience to them to reduce the problem'.*

**Clerk requested to advise Highways that the gated area should be hardcored.**

Land at Sandy Lane –July Update: Chairman advised on article in Clerks and Councils Direct – Update on Commons legislation. Chairman to arrange meeting with Mr Charleworth to discuss proposed amendments in the law coming into effect in October 2010.

September Update: - In hand

November Update – Mr WB Charlesworth has advised he has received no communication from the Chairman.

January Update: Held over.

Station Road - dyke culvert

April Update – IDB have undertaken digging out works. Residents not satisfied with works and have raised further complaint with the IDB. Clerk requested to advise contractor responsible for the dyke that the dyke has been incorrectly dug, making the water run in the wrong direction and dyke has not been dug out deep enough.

July Update: Clerk unable to contact the contractor at present.

September Update - Contact details now provided.

November Update –No response from contractor.

January Update: Contractor instructed IDB to investigate this matter. IDB met with Cllr Dawe and Cllr Bradley, and has had a separate meeting with Highways. Contractor has received a report back from the IDB, and is to discuss this matter further with them. It was reported at the Meeting that the dyke is caving in.

Riverfield Entrance (Access Road) – Update. Derelict building

July Update: Chairman reported that the Ryston Estate are presently in discussions with Norfolk County Council on the future of the access road. The Ryston Estate are also looking into whether the old warehouse (derelict building) is actually owned by the Estate.

September Update: Ryston Estate not answering correspondence. Awaiting response from Nicholas Pratt.

November Update – Clerk has written to owner of the derelict building requesting an update. No remedial works have been undertaken since the Parish Council Meeting with the owner on 1 May 2007, when it was advised that a application for planning permission to undertake renovation of the building was to be submitted to the BCKLWN.

Ryston Estate Response:

*'I have spoken to Mr Piers about the situation which you have brought up about the slipway and the buildings at Hilgay Wharf. He has told me that the slipway has now been taken over by Norfolk Highways, but is still under the Pratt Family's possession. Regarding the dilapidated buildings, Mr Piers is going to consult his Father and I think they are going to take a look. This is all the information I have at the moment'.*

January Update – No response has been received from any parties.

Chairman requested Parish Council approval for a letter to be sent to Mr & Mrs Collins, and copied to their Solicitor, the Hilgay Feoffees Charity, and the Ryston Estate. Approval of the letter, requesting Mr & Mrs Collins advise on their intentions regarding the safety fencing removal was granted. The Ryston Estate have granted the Parish Council permission to write to Mr & Mrs Collins on this matter.

The Ryston Estate are still looking into the ownership of the wharf building.

## HIGHWAYS MATTERS

All the following have been reported:-

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.

April Update: Highways have advised that the road markings are designed to lead vehicles to the junction, and the directional sign is centred to the junction. Clerk insisted reflector posts at farm entrance are causing confusion at night, and requested Highways visit the junction again at night.

January Update: Highways are currently costing solar lighting

Station Road Crossroads –Works scheduled, but no definite date set as yet.

Deep Dyke at Modney Bridge Road – concern raised at depth of dyke. Request Highways erect reflective warning posts on the bend in the road.

January Update: Highways assessing and to report back.

**Clerk requested to report that the Welney Wash flood alert signage in Modney Bridge Road has been removed.**

## REPORTED POTHoles -

Road sunk around drain outside No.19 Station Road – flagged as urgent. Temporary repair is sub standard. Drain needs reinstalling – scheduled.

Station Road – pavement breaking up by Old Post Office and grass verge needs edging back from footpath. Highways aware.

## PLAY EQUIPMENT

Annual Play Equipment Inspections - Inspections carried out by Sportsafe UK.

Hilgay – Report has advised that 2 foot rests on rocking horse need replacing @ £120 (parts=£37.50 + £45 labour).

It was unanimously agreed that the Chairman undertake these works.

November Update – Chairman absent from Meeting – no update available.

January Update: – In hand

Ten Mile Bank Playing Field - No Dogs On Ten Mile Bank Playing Field Sign – **completed.**

Youth Shelter - September Update: Solar radio not working correctly – thought to be due to the trees creating interference. The PCSO Team advised:

That the solar radio had been tested and that the tree is causing interference.. Clerk to contact the manufacturer.

November Update - Clerk has not contacted manufacturers about the poor signal being received on the solar radio as the control panel has been vandalised. This will now necessitate a repair charge, and requires Parish Council authorisation to proceed. It was unanimously agreed to obtain a repairs quotation.

January Update: Requested quotation from Monsterplay Co. Appears they wish me to carry out diagnostic test so they can then just 'pop' down and repair !! Have re-advised we require a site meeting, quotation, and discussion on why the solar radio has never worked. Monster Play Response: *'For our engineer to attend site based on the fact that the unit has now been vandalised will be at a cost of £400.00 plus VAT. This will include the cost for him to repair the switch plate/buttons for the solar kit whilst he is on site, but will not include any more substantial repairs that may be required such as rewiring, replacing any removed items or broken/vandalised solar panels.*

*Whilst he is on site we will also make sure that a full review of the solar kit is carried out so that it can be determined whether the tree on site is affecting the reception in any way, although as discussed I feel that this shouldn't be the cause for the radio reception being so poor'.*

Chairman requested the Clerk obtain quotation for parts only

Response from Monster Play Co: *'The cost for parts alone would be £169.00 plus VAT. This is based on supply of a complete new switch plate and buttons assuming that it is badly damaged'.*

*It was also advised that if the Parish Council decided to make their own repairs this would invalidate the warranty on the Youth Shelter.*

**Clerk requested to try to negotiate a reduction in the cost of the labour fees of £231 + VAT as the Monster Play Co need to attend the site anyway to resolve the radio interference problem and that the radio has only received 1 radio station (Classic FM) since installation.**

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

November Update – No response has been received from Anita Stewart since May 2009.

Clerk has again requested an update, and asked if the project is still proceeding.

January Update: Anita Stewart is still continuing with application. Computer crash set the project back.

Shed Encroaching on Footpath Boundary – Reported to Highways, who are satisfied that no encroachment has taken place. Chairman requested an on site meeting with the Highways technician.

November Update – Chairman absent from Meeting – no update available.

January Update: Chairman advised that Highways have not contacted him to arrange a meeting. Clerk to remind Highways.

Spraying Equipment - Training Assoc. PA1 Course is £65 + VAT, PA6 is £70 + VAT, Examination Fees are £150 + VAT. PA1 Course available 21 October 2009 and PA6 Course available 11 November 2009.

It was unanimously agreed that the Ten Mile Bank Maintenance Officer should undertake the PA1 & PA6 certification. Clerk to pass the training hand books to Ten Mile Bank Maintenance Officer.

November Update – The PA1 and PA6 training has been held over until the new year, due to lack of candidates.

Spraying Equipment: LB Machinery have repaired the sprayer, but reported that the hose/lance is missing. Clerk has contacted the previous Ten Mile Bank Maintenance Officer requesting its return. No response as at 5.11.09.

Parts for this particular sprayer are difficult to obtain – so need to be ordered ASAP. Clerk requested to obtain quotation

January Update: LB Machinery – Replacement lance and hose - £45 inclusive. **It was unanimously agreed to proceed with the quotation from LB Machinery for the replacement lance and hose, and that the Maintenance Officer should be supplied with any safety equipment required to complete the training course.**

SOIL: Robbie Martin has kindly agreed to collect up the excess soil piled in the Cemetery and spread it on the unused cemetery area (by the football changing room).

January Update:

Mr Martin has advised that this work will have to be carried out in the warmer weather and the area to work in is very small, and there is a danger of the vehicle slipping onto a grave.

SETASIDE PARISH CEMETERY LAND – ¾ of this land is being farmed by a contractor. **Clerk to contact the contractor over use of this land without Parish Council permission.**

January Update Clerk has spoken with contractor. **Resolved.**

EDP and Fishing on the Wissey Article

January Update: No response from EDP Editor – Peter Hannam, or Journalist – Chris Bishop regarding the Parish Council's right to reply.

## **5 CORRESPONDENCE RECEIVED**

7.11.09 NCC – Gritting route.

21.11.09 BCKLWN – Agenda for 26.11.09 Council Meeting

26.11.09 *BCKLWN – War Memorials – Maintenance, Repair and Protection – Penalties for Vandalism*

*'Recent press coverage has highlighted cases of damage to war memorials, through neglect or deliberate vandalism. These cases are upsetting for local communities and the indications are that this is a widespread problem. There are up to 100,000 war memorials in the UK and cases of damage through vandalism appear to be occurring at a rate of more than one a week.*

*The Prime Minister has recently underlined the importance of ensuring that war memorials are maintained to a good standard.*

*Local authorities have a key role to play in ensuring that this happens and there are long standing powers available to them for this purpose. The War Memorials (Local Authorities' Powers) Act 1923 provides for local authorities to "incur reasonable expenditure in the maintenance, repair and protection of any war memorial within their district whether vested in them or not". As well as principal authorities, this Act also applies to parish councils, and the parish meeting of a rural parish with no parish council. If you have any such parishes in your area, please pass a copy of this letter to them. This legislation will be particularly important where the ownership of the memorial is unknown or doubtful.*

*War memorials may well need to be included in your wider strategy for conservation of the historic environment. Although only a small proportion of war memorials are designated, they would generally be considered to be heritage assets, as all would have some historic interest, particularly to the local community. We have recently consulted on a new draft of a Planning Policy Statement 15 on Planning and the Historic Environment. The consultation period has just ended and we shall be considering all the points made in response, including those about the care and conservation of war memorials. The new PPS text emphasises that*

*consideration should be given to the protection of all heritage assets when assessing proposals for development. These assets would include war memorials. Contd.. The Government takes a very serious view of damage and desecration of war memorials that commemorate the fallen of previous conflicts. It is a matter of particular concern at a time when there is heightened public sensitivity to the sacrifices being made by our armed forces in the interests of national security.*

*There is no reason to tolerate criminal damage to war memorials, the penalties for which can be severe. While sentencing in any particular case is of course a matter for the courts, you may wish to be aware that the maximum sentences that may be handed down for criminal damage include sentences of up to 14 years imprisonment where it is racially or religiously aggravated; and 10 years for all other forms of criminal damage. Where cases are dealt with in the magistrates' courts, vandals could face a prison sentence of up to six months where the damage caused is over £5,000, and up to three months for damage under this value. In the light of this, you may wish to erect notices with a digest of the penalties near memorials perceived to be at risk of vandalism. These may help to deter unpremeditated incidents'.*

DEC

3rd Norfolk Link publication – Issue 174

JAN

7th Norfolk Assoc of Local Councils – Gritting Update - We are receiving numerous enquiries regarding insurance liability relating to Parish Council grit bins.

There is no liability on the Parish Council if:

the council purchased the bin and agreed its location with the County Council

the County Council have filled the bins

the Parish Council have not designated an individual to spread the grit

However, this will not stop people trying to sue but the highway is not the Parish Councils responsibility

8th War Memorials Trust – Looking After War Memorials information is available on [www.warmemorials.org](http://www.warmemorials.org)

Annual Membership £20 Life Membership £100

Clerk has checked <http://www.ukniwm.org.uk/> to ensure that the 2 War Memorials in the Parish are listed.

## CONSULTATIONS

NCC - Connecting Norfolk

<http://www.norfolk.gov.uk/consumption/groups/public/documents/article/ncc073526.pdf>

**Connecting Norfolk, the 3rd Local Transport Plan** will set the direction for travel and transport across the

county for the next 20 years. We aim to build on Norfolk's record of excellence in planning and delivering

transport improvements. The new plan must deal with two issues of growing concern and importance:

- How we cope with high levels of housing and jobs growth.
- How we meet the challenges of climate change.

There will also be less money available in the years ahead, so we need to look at innovative ways to deal

with problems, getting more from less. This will involve working in partnership with key organisations,

pooling resources to achieve shared aims, and carefully designing projects based on a broad

understanding of the issues that effect people's travel choices

Survey to be completed.

Environment Agency Public Consultation – 21<sup>st</sup> September to 16<sup>th</sup> November, 2009

The Environment Agency are currently consulting on their future strategy for managing the Great Ouse Tidal River.

This is a very important document as it will define the Agency's Policy in managing the river in the future and assess the degree of flood risk that will arise from their proposals.

<http://www.environment-agency.gov.uk/research/library/consultations/111293.aspx>.

You will see that the proposals suggest that the standard of flood protection afforded to an area that largely covers the Littleport and Downham and Haddenham Internal Drainage Districts are predicted to fall from a current standard of 1 in 120 years to 1 in 20 years by 2080. This will put 750 homes and many thousands of acres of agricultural land, significant infrastructure and environmental assets at an unacceptably increased flood risk.

Hilgay Parish Council have objected to the proposals in this Review as follows:

Hilgay Parish Council understands the difficult decisions that are being taken regarding the drainage of our area for the future. We do believe that the evidence and criteria used by the environmental agency is flawed as in the fact that the rate of climate change is considerably faster than the evidence they have used and is not up to date. We also think the calculation is too narrow and underestimated. As climate change accelerates the need for agricultural land to produce enough food for the population, taking into account the loss of land due to sea level rises, will possibly become very critical and valuable. We also believe that if flooding in your predicted areas occurs, the costs will be extremely high and long lasting, affecting far more than anticipated. Ultimately, resulting in further drainage on local and national resources.

We would ask you to re-evaluate your calculations taking into account a wider view. We understand that if predicted sea levels occur in the next 30 - 50 years or sooner we may lose all of the wash area and possibly resources should be diverted to produce a far larger and wider protection for the whole of this area for the future.

The report seems far too heavily weighted towards environmental, social, archeological and leisure fishing. My main area of concern would be for the large areas of grade one agricultural land which would be subject to inundation should the banks break. This would cause major loss of crops and possible pollution and degradation of the rich fen soils. The world population is rising rapidly and as a nation we do not grow sufficient food to feed ourselves now. All land, and particularly high grade land, is essential for our future well being and that of our descendants.

Whilst agreeing with the adoption of strategies F3 and F15 and F23, my chief desire would be to go along with these three but to implement F20 as soon as possible - the tidal barrier south of King's Lynn - to safeguard the whole stretch of the Ouse down to Earith.

This would be a desirable, and in my mind essential, for the future of our local region and for national strategic food supplies particularly with global warming leading to more requirement for irrigation, we are ideally situated alongside numerous rivers to fulfil these needs. But if land is lost or damaged due to inundation then we would lose this non-replaceable asset of the very land we need for food production.

Most of the housing in this area is already above the flood level, archeological sites are well explored and leisure fishing is optional but land for agricultural production is vital and needs to be safeguarded in this area due to its highly productive nature.

The proposals are not acceptable, a 1 in 20 event is most concerning. Apart from the impact on the area, property values are going to plummet people will not want to live in the area, it will affect the local and wider community.

Norfolk Police Authority Budget Consultation – Meeting 21 Jan 10, Wymondham. Survey completed – Parish Council agreed on option to maintain the current budget.

## **5 Consultations - Environment Agency Public Consultation contd ..**

BCKLWN Campaign – to bring superfast broadband to Kings Lynn and West Norfolk. Please register your interest/support for this campaign at [www.fasterfuture.co.uk](http://www.fasterfuture.co.uk) or sending in writing to the Borough Council. **Hilgay Parish Council to register their support.**

Single Unitary Authority for Norfolk – Clerk has reconfirmed to the Secretary of State the Parish objection to a single unitary authority. Consultation deadline 19.1.10.

### Meetings:

3 Feb 10: Denver Mill. Booking essential. Mike Carter, Programme Manager, Fens Adventurers Rural Development Programme, Cambridgeshire ACRE. Tel: 01353 865047 or visit [www.cambsacre.org.uk/fensadventurers](http://www.cambsacre.org.uk/fensadventurers)

Potential opportunities which the Fens Adventurers Programme affords to this part of West Norfolk and to provide some examples of what could be supported over the next three years or so to bring wider economic benefits to the area. Looking at Denver ,Hilgay and nearby Downham Market there would appear to be clear possibilities (to exploit the tourism potential of the waterways, footpaths and fishing lakes?) around tourism facilities which could form the basis of a new business or enhance an existing business by broadening the offer – but there is bound to be more ?

Working with the Environment Agency we recognise it is important to explore local knowledge and ambitions to see if there may be routes to achieving these with the support of the programme. Clearly you will have the local knowledge around what you'd like to see ? What gaps you believe there are in terms of business development ? What opportunities there may be around leisure and tourism ? But there is bound to be much more potential business or farmer related interest and we clearly welcome the chance to explore ideas. if you or a representative are able to attend the workshop which we hope will be informative and useful for people with a business idea which we may be able to support with a grant to help generate some wider economic benefits

**Chairman to attend.**

Welney PC – Adjoining Councils Meeting - Chairman, who will be attending, has requested the following Agenda item – Sharing Expertise Amongst Communities. Proposed date for Meeting 17 or 24 Feb 2010 (to be confirmed)

## **6 ACCOUNTS & FINANCE including the following Financial Matters**

### **6a FINANCIAL MATTERS TO REPORT**

Station Road Lighting –Still awaiting quotation for a new street light installation.

<u>Allotment Rents</u> –	Received £2,408.12	£10.50 outstanding.
2009 Total Expenditure :	£2,040.00 – Rent	Total Income
	<u>£363.22</u> Drainage Rates	
	£2,403.22	£2,418.37

Liners for post Litter Bins – requested by Maintenance Officer. Held over from November 2009

Also New Concrete Bin Liner is missing. Replacement cost is £79.50 plus VAT. Liner has reappeared, it has been burnt, but is still usable. **Chairman advised he would obtain a quotation for the liners for the post litter bins.**

Annual Tax Return – Year End 10 must be filed on line.

Zurich Muncipal – Updated policy received includes Ride On Mower, Lawn Mower, & Strimmer for Ten Mile Bank.

Raft Race – Organisers have requested permission to use the River Field. **Granted, subject to provision of proof of public liability insurance cover.**

**6b TO CONSIDER ANY REQUESTS FOR DONATIONS – None**

**6c TO CONSIDER THE YEAR END 11 PRECEPT APPLICATION EXPENDITURE**

<u>PAYMENT DETAILS</u>	<u>OPEN SPACES</u>	<u>GEN. ADMIN</u>	<u>SALARIES</u>	<u>137 PAY.</u>	<u>PUBLIC LIGHTING</u>	<u>TOTAL</u>	<u>V</u>
TOTALS (as of 1 Jan 2010)	£6,224.62	£2,823.83	£5,136.82	£1,382.00	£1,790.12	£18,113.60	£751
YR END 09 TOTALS	£5,535.57	£2,680.97	£5,578.27	£2,037.49	£2,631.12	£19,369.08	£905
YR END 08	£5,677.27	£1,014.14	£4,936.03	£403.60	£2,698.08	£15,541.63	£812

Yr End 10 – Anticipated Expenditure to 31.3.10

<u>APPROX Additional Expenditure</u>	<u>Jan to March 2010</u>
Electric and S/L Maintenance	£804.22
Salaries	£1,500.00
Servicing of Cutting Equipment	TBA

**INCOME**

<u>RECEIPT DETAILS</u>	<u>PRECEPT</u>	<u>GENERAL ADMIN</u>	<u>CEMETERY</u>	<u>ALLOTMENTS</u>	<u>TOTAL</u>
TOTALS (as of 5.1.10)	£20,240	£20,296.71	£471.70	£2,408.12	£23,176.53
YR END 09 TOTALS	£19,747	£22,058.83	£176.00	£2,350.70	£24,585.
YEAR END 08 TOTALS	£19,266	£23,515.98	£767.70	£2,345.45	£26,629.

Yr End 10 – Anticipated Income to 31.3.10

<u>Outstanding INCOME to 31.3.10</u>	
Allotment Rent	£10.50
Advertising	£30.00
Interest March 2010	£6.50?
VAT	£905.66

**It was proposed by Mr Martin, seconded by Mrs Charlesworth, and unanimously agreed to increase the Year End 10 Precept figure of £20,240 by 1.5%, thus a Precept application of £20,543 is to be made for Year End 11 (1 April 2010 to 31 March 2011).**

**6d TO CONSIDER THE YEAR END 10 BUDGET REVIEW**

Accounts were circulated prior to the Meeting.

Open Spaces increase due to purchase of equipment for Ten Mile Bank.

Salaries – additional Maintenance Officer.(Ten Mile Bank),

**No issues were raised.**

**6e TO CONSIDER CLERK'S 1.4.09 SALARY REVIEW**

Held over from November 09 Meeting

NALC have advised that negotiations have been concluded. Award as of the 1 April 2009 is: (Clerk's current hourly rate is £10.36 per hour at SCP23 as of 1 April 2008)

In accordance with schedule – pay increase as of 1 April 2009 should be £10.84 at SPC24 (backdated to 1.4.09)

Backdate would equate to Tax Month 1-10 - 10 x £12 = £120

Salary from Tx Mth 11 onwards would equate to £271 (from £259)

**It was proposed by Mr Dawe, seconded by Mr Bates, and unanimously agreed to approve the Clerk's salary review at the increased rate of £10.84 per hour, backdated to 1 April 2009.**

**6f TO CONSIDER APPROVAL OF PAYMENT OF DUE INVOICES**

	<u>As of 5 November 2009</u>	<u>As of 6.1.10</u>
Community Account	£2,547.67	£2,558.62
Tracker Account	£51,085.20	£49,091.72
	<b>£53,632.87</b>	<b>£51,650.34</b>

Monies In

7.12.09	Barclays	Interest 7 Sept – 6 Dec 09	£6.52
5.1.10	Advertising	S Kerry (Oct +Nov 09 & Feb 10 issue) Riverside News	£15.00

Monies Out (from 5.11.09 Meeting)

102131	Downham Market Poppy Appeal – Inv36	£33.00
102132	Kew Grass Care Inv 9051 Sept cut=£120.75 + Inv 9084 Oct cut=£120.75	£241.50
102133	Norse – Inv 42403 Hilgay P Field Cutting=£266.52 + Inv110261 H P Field Strimming (discounted) £412.57	
102134	Snowhill Nurseries – Playbark – Inv453 (4 cubic metre)	£295.55
102135	HSBC – Inv 50848 – Printing of August issue of Riverside News	£33.00
102136	EFS Solutions – Inv33279 Printing of Oct issue of Riverside News	£33.00
102137	NCC – Inv 1156759 – Allotment Rent (1/2 year)	£1,020.00
102138	MHB – Inv 5116 – S/Lighting Maint for 13 Sept to 12 Nov 09	£191.43
102139	Hilgay Feoffee Charity – Annual River Field Rent=£65.00 + Hire of TMB Hall=£10	£75.00
102140	LB Machinery – Inv 463 Repair to sprayer	£36.89
102141	BCKLWN – Inv 2421 – Dog Litter Bins	£49.34
102142	Grounds – InvCe6111 – Playing Field Annual Rent	£250.00
102143	Clerks & Council Direct – Annual Subscription	£130.00
102144	SL Tedder Expenses –Broadband July 09-Jan10=£23.93+Stamps=£16.69+BT£25.48	£66.10
102145	A Scordellis Tx Mth 9 (12Oct-5Nov09) 25hrs @ £7.88=£197.00 less 20% tax=£39.40	£157.60
Notifield Payments		
102146	SL Tedder Tx Mth 9 (22 Oct-19 Nov 09) 25hrs @ £10.36ph	£259.00
102147	AJ Dent 18 x 1st class stamps	£7.02
102148	Snowhill Nurseries Inv455 (additional 1 cubic metre) playbark	£95.45
102149	A Scordellis Tx Mth 10 (9 Nov-6 Dec 09) 16hrs @ £7.88ph=£126.08 less 20% tax=£25.22	£100.86
102150	SL Tedder Tx Mth10 (20 Nov-18 Dec 09) 25hrs @ £10.36ph	£259.00

102151 C Wills Tx Mth 9=Nil Tx Mth 10 (9 Nov-6 Dec 09) 2½hrs @ £7.88ph=£19.70 less tax=£3.94 £15.76  
102152 Inland Revenue Tx Mth 7,8,9. Scordellis=£129.23 + Wills=£36.24  
£165.47

Invoices due for payment at this Meeting (13.1.10)

102153 Hilgay Methodist Chapel 2 x PC Meetings (Sept 09+ Jan10) 5hrs @ £5ph  
£30.00  
102154 MHB Services – Inv 5284 S/L Maintenance 13 Nov 09 to 12 Jan 2010  
£191.43  
102155 Mazars – Inv 571261-6827 Year End 09 Audit fee  
£155.25  
102156 Hodsons Inv 83688 – 2 x Ink and Ream Paper  
£47.12  
102157 SL Tedder – Expenses – BT (23 Sept to 18 Dec 09)=£33.26 + Stamps=£2.99  
£36.25  
102158 A Scordellis Tx Mth 11 (7 Dec 09 to 3 Jan 10) 16hrs @ £7.88ph=£126.08 less 20%  
tax=£25.22 £100.86  
102159 C Wills Tx Mth 11 (7 Dec 09 – 3 Jan 10) 1hr @ £7.88 minus 20% tax=£1.58  
£6.30  
102160 EFS Solutions – Inv 33502 Printing of December Riverside News  
£33.00  
102161 SL Tedder-Backdated Salary (Tax Mth 1-10) 250hrs @ 48p per hr=£120 less  
20%tax=£24 £96.00  
102162 SL Tedder Tx Mth 11 (19 Dec-16 Jan) 25hrs @ £10.84=£271 less tax on increase  
@ 20%=£2.40 £268.60  
102163 A Scordellis Tx Mth 12 (4 Jan-31 Jan) 16hrs @ £7.88=£126.08 less 20% tax £25.22  
£100.86  
102164 C Wills – Expenses Petrol=£10 + Safety Equipment=£97.03  
£107.03  
102165 SL Tedder Tx Mth 12 (17 Jan-14 Feb) 25hrs @ £10.84=£271 less tax on increase@  
20%=£2.40 £268.60  
Advance Approval of Maintenance Officers, and Clerk's Salaries and Expenses for Feb &  
Mar 2010.  
Eon Electricity Direct Debit for January & February 10 @ £146.80 (new VAT rate)  
**It was proposed by Mr Houghton, seconded by Mr Bradley, and unanimously agreed  
to pay the above invoices.**

**7. PLANNING CONSULTATION – NOTIFICATIONS and DECISIONS and  
MEMORIAL HEADPIECES**

NOTIFICATION TO PARISH - None

NOTICE OF DECISION

09/01831/F – Construction of open fronted garage at Wherry House, Whittome Mill, Hilgay.  
Parish Council Approved. **BCKLWN Permission Granted.**

09/01708/F – Extension to dwelling to form first floor accommodation at 17 Foresters  
Avenue, Hilgay. Parish Council Approved. **BCKLWN Permission Granted.**

07/01320/F - Cold Harbour Farm Cottages, Blackhorse Drove, Hilgay, Ely. Minor  
Amendment. Parish Council  
Approved. **BCKLWN Permission Granted.**

09/01314/F – Land south of Berica, Ely Road, Hilgay. Construction of dwelling. Parish  
Council Approved. **BCKLWN Permission Granted.**

## WITHDRAWN PLANNING APPLICATIONS

09/01905/F – Rivendell Venney Farm, Hundred Foot Bank, Welney, Cambs. Application withdrawn

## PLANNING CORRESPONDENCE

BCKLWN Local Development Framework – Core Strategy – Proposed Submission document Comments deadline is 25 Feb 2010. Online consultation available at [www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

Norfolk County Council - Local List of Validation Requirements for Planning Applications – with reference to mandatory information that must be submitted with every planning application. Additional requirements (the Local List) is used in conjunction with the National List in order to determine whether an application is valid.

Will come into force in January 2010. For full information visit:

[www.norfolk.gov.uk/consumption/idcpig?IdcServices=SS\\_GET\\_PAGE&nodId=4572](http://www.norfolk.gov.uk/consumption/idcpig?IdcServices=SS_GET_PAGE&nodId=4572)

BCKLWN Development Services Newsletter – available on [www.west-norfolk.gov.uk/Default.aspx?page=24831](http://www.west-norfolk.gov.uk/Default.aspx?page=24831)

Reminder: BCKLWN Planning Training – 21 January 2010 at Town Hall, Downham Market. 9am to 2pm.

## **8 TO CONSIDER AVENUE CLOSE FENCING – FINAL DECISION ON ITS REPAIR OR REMOVAL**

September Update: BCKLWN response 6.7.09

*'We discussed the matter this morning and would like to pass on our thanks to the Council for forwarding the cost estimates. Our view is that the fence is not required, but is now an "eye sore", and we are prepared to consider it's removal and grass reinstatement.*

*Reasons:-*

- 1. There is a similar area of grass to the south of this site, with no road side fence, that appears to have no problems.*
- 2. Many of our grass amenity areas abut roads but do not have formal fencing.*
- 3. As far as we are aware there are no recent recorded safety issues from games playing.*
- 4. As far as we are aware there are no fence related social issues regarding the houses fronting the grass and hedge.*
- 5. We take the view overall that there may well have been a case for the fence when the main A10 was running by. This is no longer the case.'*

*We look forward to the Parish Councils response to further resolve this issue'*

It was unanimously agreed to place the BCKLWN response in the Riverside News to ascertain public response.

November Update: The above information will be placed in the December issue of the Riverside News with a view to ascertain public opinion. Final decision on this issue will be made at the January 2010 Meeting.

An Avenue Close Resident Attended – to request fencing remain as he feels it acts as a protective barrier, particularly against vehicle damage (advised his vehicle has been previously damaged). Also advised that Avenue Close needed additional lighting.

### January Update:

Results of Riverside News Resident's Survey

(Clerk personally delivered a copy of this survey to every Resident of Avenue Close)

LEAVE THE FENCING IN CURRENT STATE OF DISREPAIR	1 Vote
(Residents of Avenue Close)	
INSTRUCT THE BOROUGH COUNCIL TO REMOVE THE FENCING	7 Votes

CONSIDER REPAIRING THE FENCING @ £2,800-£3,400  
(Resident of Avenue Close)

1 Vote

An in depth discussion took place on this issue. The Resident (who attended the November Meeting) again attended this meeting to discuss the fencing and to again raise the lighting issue.

**It was proposed by Mrs Charlesworth, seconded by Mr Martin, and carried by 5 votes for, 2 against, to instruct the BCKLWN to remove the fencing with the provision that the Parish Council will monitor the impact of its removal.**

#### **9. TO CONSIDER AGREEMENT FOR HILGEY PARISH GROWERS' USAGE OF SETASIDE PARISH**

#### **CEMETERY LAND AT HILGAY: and TO RECEIVE UPDATE ON VILLAGE SOS PROJECT**

With reference to the Parish Council recommendation that the Hilgey Parish Growers were suitable tenants for the Glen Field - Cllr Bates suggested that the Parish Council should offer to rent the setaside Cemetery land to the Hilgey Parish Growers to enable their project to progress.

It was unanimously agreed to offer to rent the setaside Cemetery land to the Hilgey Parish Growers.

Clerk to invite the Hilgey Parish Growers to the January 2010 Meeting to discuss this agreement.

January Update

Harvey Hillyer representing the Hilgey Parish Growers attended the Meeting.

Mr Hillyer outlined the Hilgey Parish Growers' plans for the land:-

1. Hilgey Parish Growers intend working with the parish schools in encouraging school pupils to grow vegetables.
2. Site is ideal, particularly for Hilgay School, as pupils will not have to cross any roads to access the site.
3. Seedlings will be sown at the school, and the seedlings then transferred to the site.
4. Cropped vegetables will be taken back to the school for consumption.

**It was unanimously agreed to draw up a 10 year Rental Agreement between Hilgay Parish Council and the Hilgey Parish Growers to rent the setaside Cemetery Land @ an annual rent of £1 to the Hilgey Parish Growers, to include the following terms:-**

1. **Agreement term of 10 years.**
2. **Annual Rent of £1.**
3. **A Plan to be drawn up outlining the following:-**
  - 1) **A 1 metre boundary area to be kept around the Football Changing Room.**
  - 2 **The 45ft access roadway leading to the agricultural fields to be kept clear of cultivation.**
  - 3) **This area to be kept clear of cultivation.**



#### UPDATE ON VILLAGE SOS PROJECT

Harvey Hillyer reported as follows:-

A Steering Committee has been formed to take the project forward, who will be looking into the following:-

1. Setting up a Village Trust.
2. Creating a Village Hub
3. Sustainable community projects
4. Purchasing land for growing and grazing.
5. Creating a brand.
6. Creation of jobs, offering education and training.
7. Expertise sharing.
8. Liaising with the schools.

#### **10 TO CONSIDER THE UPDATE ON THE GLEN FIELD, HILGAY**

##### **Parish Council Proposal to Purchase the Glen Field**

September Update: Hilgay Parish Council have once again put in a request to purchase this land. No response as yet as Mr Brinton of Grounds & Co is on annual leave.

November Update:

Parish Council Request to Purchase the Glen Field: Still awaiting response from Grounds & Co.

January Update: Extract of Response dated 30 Nov 09 received from Grounds & Co  
*'I can confirm there is no intention whatsoever on behalf of the Diocese of Ely of selling any of their Glebe land holdings. We are aware that the Parish Council have expressed interest in this before, but the position remains unchanged. All Glebe land will be held and managed as an asset until such time as it may be possible to maximise its value for development purposes in the future, whether that be in 10, 100, or 500 years time.*  
 November 09'

**Clerk requested to again advise the Diocese of Ely that Hilgay Parish Council would like to purchase the Glen Field for use as a parkland, and that this request be placed on the Agenda of the Investments Committee Meeting in February 2010.**

**Future of the Glen Field:** Cllr Bates outlined proposals that All Saints PCC have put forward to the Diocese of Ely.

1. All Saints PCC are currently using a corner section of the Glen Field as a car park, and have installed portable toilets, and will be installing an oil tank on this area.
2. All Saints PCC have made an application to the Diocese of Ely to rent the Glen Field.
3. All Saints PCC have proposed that if their application is successful – the Glen Field will become a community area.
4. A voluntary Working Party will be set up to tidy the Glen field and hedging, and install new gate Parishioners will be invited to install memorial seating.

January Update: Extract of Response dated 30 Nov 09 received from Grounds & Co *'The Diocese are considering a number of offers for the land – a decision by the Investments Committee will be made in February 2010. Amongst the group (for consideration) is the Hilgay Parish Growers.*

*The concerns regarding the hedgerow will be dealt with by the successful tenant.*

#### **11 TO CONSIDER SALVATION ARMY CLOTHING BANK INSTALLATION PROPOSAL AT THE RECYCLING CENTRE, HILGAY**

Maintenance Officer has reported there is still an ongoing problem with boxes and bags of bottles being left at the Recycling Centre.

Clothing Bank - The BCKLWN are offering 2 sizes of bank, and they are emptied by hand on a regular basis. The BCKLWN offer £20 for every tonne collected.

**It was unanimously agreed to apply to the BCKLWN for the installation a Salvation Army Clothing Bank.**

#### **12 TO REPORT THE CONCLUSION OF THE NCC PART NIGHT LIGHTING STREET CONSULTATION**

Hilgay BRIDGE STREET	002168 4 S6	4 lights	Quarter 2 - 2010/11
Hilgay ELY ROAD	002171 21 S6	21 lights	Quarter 2 - 2010/11
Hilgay HIGH STREET	009444 7 S6	7 lights	Quarter 2 - 2010/11
Hilgay MANOR ROAD	002173 3 S6	3 lights	Quarter 2 - 2010/11
Hilgay WHITTOME MILL	002177 1 S6	1 lights	Quarter 2 - 2010/11

An in depth discussion took place.

**The final vote concluded that Hilgay Parish Council approved the NCC proposal to switch off of the above lights from 1am to 5am.**

#### **13 PUBLIC PARTICIPATION**

A Resident attended to speak on Item 8.

#### **14 HILGAY MATTERS**

Community Emergency Plan – It was agreed that the Parish Council would look into setting up a Community Emergency Plan to assist with problems such as long term power cuts.

Hilgay: Proposed either the Village Hall or School be opened to Residents during long term power cuts to offer refreshments and warm environment. 2 Volunteers needed to co-ordinate the plan

Ten Mile Bank: Proposed the Village Hall be opened to Residents during long term power cuts to offer refreshments and warm environment. 2 Volunteers needed to co-ordinate the plan.

A Community Emergency Plan Fund of £200 was earmarked to cover costs of refreshments and heating.

Update to be placed on March Agenda.

Community Centre – Clerk requested to write to the Ely Road Allotment landowners outlining a proposal for a Community Centre.

Hilgay War Memorial – Request for Wreath Holder system to be installed. **Chairman to look into costs.**

Village Sign Area – Tree needs trimming as it is encroaching on electricity cabling. **Chairman to contact village tree surgeon.**

## **15 TEN MILE BANK MATTERS**

Maintenance Matters – It was agreed to trim grass verge outside the Old Post Office. It was agreed to send the Ten Mile Bank maintenance equipment to LB Machinery for servicing.

With no further business the Chairman closed the Meeting at 9.50pm.

### 2010 Meetings commencing at 7pm

Thursday, 4 March 2010 at Ten Mile Bank Village Hall

Thursday, 6 May 2010 at Hilgay village Hall – Annual Residents Meeting and Annual Parish Council Meeting

Thursday, 1 July 2010 at Ten Mile Bank Village Hall

Thursday, 2 September 2010 at Hilgay Village Hall

Thursday, 4 November 2010 at Ten Mile Bank Village Hall