# HILGAY PARISH COUNCIL

# Draft minutes of the Parish Council meeting held on Thursday 3<sup>rd</sup> September 2015 7.00pm in Hilgay Village hall

**Present:** Cllr G Carter, Cllr R Houghton, Cllr C Dawe, Cllr A Hall, Cllr E Hall, Cllr R Martin, Cllr V Martin, Cllr A Charlesworth, Cllr P Bates, Cllr J Evans, Clerk, C Wills.

**Apologies:** Cllr D Appleby.

Members of the public: 2

## **Minutes of Last meeting**

Minutes from the last Parish Council meetings held on 2<sup>nd</sup> July 2015 were discussed and agreed to be a true record of proceedings.

Proposer: Cllr A Hall 2<sup>nd</sup>: Cllr P Bates

#### **Declarations of interest**

Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is personal or prejudicial.

Cllr R Houghton and Cllr G Carter declared an interest in accounts

Cllr G Carter declared an interest in canoe club issues.

Cllr J Evans declared an interest in metal detecting.

#### **Public comments/questions**

No decisions will be made by the Council; matters will be put forward to the next meeting of the Parish Council for discussion.

There are some Freebridge properties in Tower Road which are derelict, building work still to be completed.

A resident has reported concerns with access to properties across the grass in Manby Close; this is a matter to be discussed between the owners of the properties and BCKLWN.

Blocked access behind properties on Manby Close and Tower Road, this is currently being investigated by Freebridge.

The Drove from Ely Road which runs along the A10 is overgrown and impassable.

#### Chairman's reports/updates

Chairman of FEOFFEE charity Mr. B Charlesworth was present at the meeting to update the Council on issues regarding the slipway at Bridge Street. The issues are related to who owns the freehold to the slipway and wharf. This has been an ongoing issue and the Parish Council and FEOFFEEs had set aside some funds to cover the legal costs involved. It was agreed by the

Parish Council to obtain further legal advice to look at all aspects of the issues to clarify the Parish Councils position.

Proposed: Cllr V Martin

2<sup>nd</sup>: Cllr J Evans

No objections were made to this action.

The defibrillator has been positioned on the village hall outside wall near the notice board. It has been registered with the emergency services and should be ready to use in the next few days. If the unit is required the access code will be given to the caller when they dial 999 and full instructions given.

Anglia water toilet inspection was carried out; there are still a few minor issues which require attention. Cllr G Carter has replaced an electric cable and switch.

The football hut has still not been repaired or moved. The Parish Council would like to see some action to their request to renovate the hut before the next meeting. Either the hut will be repaired to a satisfactory standard or removed.

Two quotes to place rubber matting around the base of the slide and new bench have been obtained for discussion. It was agreed to accept a quote from CGM ref:JG/CL/HO1086 dated 06.08.15.

Insurance claim against the Parish Council is still ongoing.

Representatives for the internal drainage board have been requested.

#### Maintenance reports/updates

The tree at River field has been removed. There is another tree which requires attention. A universal River lock will be placed on the toilets to allow the boat users access when needed. Play area repairs at Ten Mile Bank have now been completed. However some urgent repairs are required for the youth shelter, C Wills and Cllr R Houghton will carry out the work.

Rubber matting around the roundabout in Hilgay has been damaged, one more rubber mat will be purchased and the damaged ones replaced.

Hedge around Hilgay playing field needs cutting.

There is a bush at the cemetery which needs cutting down.

C Wills is unhappy with the quality of the grass cutting in the cemetery and feels that it is unacceptable to leave graves with long areas etc.

The Council discussed the quality and the cost effectiveness of the work being carried out by the current contractor. It was proposed that C Wills will resume cutting the cemetery, cemetery land, verge, hedges and waterman's lane. Council will request that CGM continue to cut the River Field and Hilgay playing field for the rest of this season and complete one cut of the hedge surrounding the playing field.

Proposer: Cllr V Martin

2nd: Cllr J Evans

All in favour of this proposal.

## Correspondence

Two applications have been received by Parishioner's who would like to become Parish Councilors, Mr. P Carter and Mrs. G Harris. It was proposed to co-opt both the parishioners onto the Council.

Proposer: Cllr A Hall 2<sup>nd</sup>: Cllr V Martin

Norfolk County Council will repeat the Parish Partnership scheme initiative in the financial year 2016/17. The County Council has allocated £300.00 on a 50/50 basis to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities. Closing date for bids is 15<sup>th</sup> December 2015. Suggestions could include the Path under the bridge which crosses the A10.

Cllr G Carter, Clerk and C Wills had a meeting with Andy Wallace from Highways to discuss speed bumps, vehicle activated speed signs and other solutions to the speeding in Hilgay and Ten Mile Bank.

Other areas to be considered for the Parish Partnership scheme are the footpath under the bridge which crosses the A10 near the river.

It was agreed to submit a bid for two vehicle activated speed signs and a proposal to install a suitable footpath under the bridge at the A10.

Mr. A Dent has requested permission to hold an event on the River Field 19<sup>th</sup> September 2015. Permission was granted for this providing that Mr. Dent obtains the correct insurance to cover the event. Cllr J Evans will complete a risk assessment for the use of the River Field for this event.

Notification of new property address: Old Stable Yard, East End, Hilgay.

Bridge Street Surgery in Downham Market is hosting a health Road show at the town hall on Friday the 25<sup>th</sup> September 2015 from 9.00am – 1.00pm.

A letter received from Elizabeth Truss MP regarding bee health and neoincotinoids.

An email has been received from a visitor to the Parish; they were on a boating holiday and would like to thank the Parish Council for providing good facilities, i.e. clean toilets and waste facilities. They also found the shop to be very welcoming.

A compliant has been received from a parishioner regarding a workman strimming the area of grass on the corner of Church Road. This has been brought to the attention of the contractors involved.

A donation request from The Norfolk Hospice Tapping House has been received.

A letter was received from a resident expressing concern with the grass cutting or lack of it outside Avenue Close.

#### **Planning applications**

#### None received

### Payments for approval

Clerk (July)	£289.00
Clerk expenses	£ 33.65
C Wills (July)	£377.75
C Wills	£ 26.00
Fenland leisure: swings	£170.40
K & M Lighting	£119.33
K & M Lighting Aug- Sept	£119.33
E.on streetlights Aug	£199.00
E.on Streetlights July	£192.58
R Houghton materials	£ 47.13
Ten Mile Bank School expenses	
for Riverside news	£ 43.37
CGM landscapes	£342.00
Drainage rates	£379.73
Mazars audit	£270.00
Clerk (Aug)	£ 231.20
Clerk expenses	£ 43.47
C Wills ( Aug)	£337.32
C wills Expenses	£ 10.14
HMRC	£106.80
Anglian water toilets	£ 96.31
Fenland Leisure	£802.68
Plumber awaiting invoice	
Materials G Carter awaiting invoice	

All payments were approved for payment

Proposer: Cllr E Hall 2<sup>nd</sup>: Cllr R Houghton

# Matters requiring attention

The cremation area at the cemetery needs to be expanded. The surplus soil needs clearing away and generally clearing the brambles in that area. All Councilors have been asked to visit the cemetery and give their thoughts on how best to expand the cremation area ASAP.

Council discussed asking the local farmer to farm the unused piece of land near cemetery and permission has been requested and granted for a Cllr J Evans to metal detect this area.

West Norfolk Canoe club have requested permission to use the River Field and to place storage facilities on the field. This will be discussed at the FEOFFEE meeting in November. Some concerns were raised as to where the boats will be launched, it was requested that they launch from the hard standing area not the river field edge, to prevent erosion and damage.

K and M Lighting maintenance agreement is due for renewal on 13<sup>th</sup> September 2015. Other options will be investigated before signing a new contract as the lights will need to be replaced in the future with LED options.

Volunteers are required to enable the Parish Council to set up a Community speed watch scheme. If you are interested in helping with this please contact the clerk. hilgayparishclerk@hotmail.co.uk or 377799.

It was proposed to purchase a new dog waste bin for the Church Road area. A leaflet will be produced regarding the dangers of dog waste and put on notice boards and in the Riverside news. More dog waste signs will be placed around the village.

Proposer: Cllr V Martin 2<sup>nd</sup>: Cllr A Charlesworth

Complaints have been received regarding some footpaths and road signs which need some attention. The Highway rangers will clean road signs and any foot path issues can be reported to the Clerk or directly to Norfolk County Council.

The Council would like to set up a website for Hilgay Parish Council. Cllr V Martin is investigating this.

Cllr R Houghton will replace the notice board at Ten Mile Bank at an approximate cost of £60.00.

Cllr P Bates reported an incident where a parishioner has tripped and broken their arm on an area of tarmac at West End.

FEOFFEE charity has apprenticeship grants available. Applications are to made by November. Contact Cllr A Hall for application forms.

# Matters requiring attention to be brought forward to the next meeting of the Parish Council.

These issues have been raised by the Council to be addressed at the next meeting of the Parish Council; no decisions will be made by the Council at this meeting.

A Parishioner has requested permission to place a memorial bench at the cemetery. Council will discuss at next meeting after visiting the cemetery.

Meeting closed 9.45pm
Signed Chairman
Date