

HILGAY & TEN MILE BANK PARISH COUNCIL

Minutes of the Full Council Meeting

held Monday, 2nd September 2021 at 7.00pm in Hilgay Village Hall.

Present: Vice Chairman Cllr A Charlesworth

Councillors Cllr S Annan
Cllr P Bates
Cllr P Carter
Cllr A Greening
Cllr E Hall
Cllr N Highnam
Cllr Z Hipse
Cllr J Heatrick
Parish Clerk Mr D R Williams
Member(s) of public one

82/21 Apologies for absence

- There was an apology from The Chairman Cllr Carter on holiday.

83/21 Declarations of interest (under the West Norfolk Borough Council Code of Conduct) and requests for dispensation

- There were no declarations
- There were no requests for dispensation.

84/21 Approval of the minutes of the Council meeting

- The minutes of the Council Meeting held Thursday, 5th August 2021 (items 68/21 to 81/21) are approved and signed as a true and accurate record.

Proposed Cllr J Heatrick Seconded Cllr A Greening

All present agreed

- The **Vice Chairman, Cllr A Charlesworth**, duly signed and dated the minutes of the meeting.

85/21 Councillor Vacancies and resignations

- Cllr A Charlesworth informed the meeting that Cllr R Coogan and Cllr M Comfort had resigned their posts as parish councillors. A notice has gone out from the monitoring officer office at the Borough Council. This was to advertise there were now three vacant posts. Councillors present were encouraged to seek suitable candidates for the posts.
- The Clerk was to create some advertising for the vacancies.

86/21 An open forum for Public Participation (15 mins – 3 mins per person max): an opportunity to hear from members of the Public, Borough Councillors, and County Councillors.

- Mr Dornan addressed the Council regarding a meeting which he thought should have been advertised and the public allowed to attend. The Clerk explained to Mr Dornan that under the public bodies (admission to meetings) Act 1960 section 1 the Council can exclude the press and public to a meeting in order to discuss confidential items. Mr Dornan accepted there was an act but did not believe it to be correct. Also Mr Dornan stated he would apply for one of the vacant posts on the Council. The Clerk would email the relevant paperwork. The Clerk would advertise the posts on Facebook, and in the newsletter.
- There were no Borough or County Councillors present.

87/21 Maintenance Officers report

- There were some serious health & safety issues in the play area
- Matting urgently required for two person roundabout Hilgay Playing field.- Still pending _ This has deteriorated further requires urgent action.
- Replacement No 4 lock.- Still pending
- Washers on Play house and new roof panel required – Still pending
- Replacement dog bin liner. – Still pending
- Defib pads for TMB runs out in August. _ pending
- Bench for the Coles family decision on whether to clean etc.
- Replacement handle and chain removed from Hilgay play equipment - Still pending
- Shackles for round swing on Hilgay playing field – Still pending.
- River field Quay bench to be repaired.
- Green bench to be painted etc. + possibly village sign – PC to advise.
- Ten mile Bank church yard very low strimming under dead tree limbs. Hadn't been cleared all summer.
- Council to have matting and play house roof repaired asap as a matter of Play Safety. Colin and Clerk to source new replacements. Proposed by Cllr Greening and Seconded by Cllr Z Hipsey all agreed.
- Watermans lane to be strimmed a little wider. Also this needs a letter to the Borough Council for this to be cut. Clerk
- The Vice Chairman informed the meeting that a bailer will cut the wild flower meadow near Hilgay Church after it has completed its harvest.

88/21 War Memorial rededication – 11/09/2021

- Cllr Z Hipsey had confirmed the road closed and buses would not run on the 9.55 and 11.02 route times Southery to King's Lynn.
- A wreath was delivered from American Monuments Parish Council to lay on their behalf and an article has been done for the riverside news.
- Cllr Highnam indicated there was to be an article for the riverside news.
- Dedication read out by the Royal British Legion, and Father James Mather. Hugh King Royal British Legion was also giving a reading.
- Everyone to be there before 10:30am start. Fliers had been sent out. The Chair did comment that the refurbishment did look amazing.

- The Clerk would attend if available.

89/21 Updates from working parties

- **Allotments** hedge encroachments the person responsible had the tops cut down, but the sides are very over grown down the right hand side of the allotments and difficult for users. Something needed to be done. Allotments on the right hand side hedge encroaching on the path. There should be a three foot roadway. Very difficult for people to walk down the road. The footpath does belong to the Parish Council. The Clerk to liaise with Colin, and the Chairman; then write to the Borough Council Monitoring Officer. The Clerk to send Chairman, Vice Chairman, and Councillors draft notice for input into the Riverside News, and on Facebook Page.
- **Footpaths** Cllr Hall informed the meeting that there was no reported footpath issues. Cllr Highnam did say there were lots of white markings where the footpaths were going to be repaired but no action had being taken as yet.
- **Communications** Looked into the possibility of creating a bathing river. There was advice from the Health & Safety team at Norfolk County Council who explained you would have to put signage up saying it was a swimming river and then the Parish Council was responsible. If the EA had signs up along with safety equipment, and the EA already tested the river then it would be their responsibility. So all agreed to leave as is and not to seek to replace the EA in this regard. Toilet block separate agreement and copy of Insurance were need by Cllr Highnam to progress his research. Cllr Hall stated the documents go back to 2013 and the Clerk would look and pass them to Cllr Highnam. Cllr Highnam explained that once he has the documents he then can ascertain the insurance of a toilet. There would be no toilet sited this season.

90/21 Planning Item The Clerk showed the item of a Hilgay planning application for the Borough Council Planning Committee meeting on Monday the 13th of September 2021. The Parish Council had already commented and there was no change.

91/21 Finance The Clerk informed the meeting there was no finance to approve as the no spreadsheet had been produced for the Agenda. There would be one sent to all Councillors when compiled and presented with the agenda for the next meeting to be approved.

92/21 Highways Issues No Through Road signs at the top of Westend road needed to be bigger. Also Steels Drove where children cycled and played on the road was a particular hazard. There had been paths marked for repair but nothing happening. The bollards on the have been lifted. The Clerk to speak with the Chair and write to invite the highways engineer for the area to visit and discuss issues in a walkabout. Ragwort is liked to help certain moths.

93/21 Agenda items

- Potential Jobs for Rangers
- Speed watch and data
- Assets Register
- Provision of Christmas trees
- Provision of Flowers on Hilgay Bridge
- Cemetery Building
- Harvest Tractor damage
- Confirmation of contact ref Parish Land in dispute
- The Queens Platinum Jubilee
- Fairfield Garage
- Mr Wills observations / appraisal
- The Pump House recycle bins rates to be discussed.
- Clerks Training NALC / CILCA / App for the phone.

The next meeting will be on Thursday the 7th of October 2021 at Ten Mile Bank Village Hall starting at 7pm.

The meeting closed 8:39pm