

HILGAY PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL

HELD ON 03 JUNE 2021

PRESENT

Hilgay - Cllrs Graham Carter (Chair), Annabel Charlesworth (Vice Chair), Peter Carter, Peter Bates, Norman Highnam, Elaine Hall, Susan Annan, and Jane Heatrick.

Ten Mile Bank – Cllrs Ryan Coogan, Andy Greening and Mandi Warren

The Chair opened the meeting at 19:04

33/21 To receive apologies for absence

None given – all Councillors were in attendance

34/21 To receive declarations of interest in items of the agenda and any requests for dispensation

Cllr Elaine Hall emphasised she had no declaration of interest to make in relation to the Common Land to be discussed

Cllr Susan Annan declared an interest in the planning application to be considered

35/21 To approve and sign the minutes of the meeting held on 20th May 2021

PROPOSER Cllr Norman Highnam

SECONDER Cllr Jane Heatrick

Cllr Andy Greening declared he wasn't present for the whole meeting and Cllr Ryan Coogan was not present at the meeting – both abstained

All other Councillors present agreed – motion passed

Cllr Elaine Hall noted 19/21 should have been discussed in confidence as a member of the public was present

36/21 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

A member of the public asked if Cllr Ryan Coogan was still a resident of Hilgay Parish?

Cllr Ryan Coogan confirmed he still qualifies to sit as a Parish Councillor

37/21 Maintenance Officers Report

- Hilgay – play park – need repairs
- TMB - youth shelter – ARDVARK have yet to commence the repairs

38/21 Chairs report on progress of items not on the agenda carried forward from the last meeting

- Cllr Graham Carter confirmed the cess pit has now been emptied to enable the pump to be assessed for repair
- Hilgay War Memorial has now been removed for refurbishment and repair
- Encroachment of Watermans Lane – drawings are in progress
- River registered as a swimming river – Cllr Norman Highnam is working on this and will update the Council in due course – and acknowledged it was good to see lots of parishioners enjoying time at the river today

39/21 Clerks report and correspondence

- An accident had been reported on the playing field at Hilgay during a football game. The Clerk has confirmed the Parish Council had no knowledge of any football game being played and therefore could not be held responsible.
- An abandoned caravan has been reported along Ten Mile Bank – the clerk is establishing whose responsibility it is to remove it
- Internet Banking is now up and running
- Confirmation has been received that Colin Wills cannot stand as Parish Councillor, due to a conflict of interest as he is employed by the Parish Council as the Parish Maintenance Officer.
- Communication has been taking place with Highways regarding the desperate need for the public footpaths to be cut as they are becoming impassable in places.
- **An application has been received from a parish resident to be co-opted onto Hilgay Parish Council**

PROPOSER Cllr Ryan Coogan

SECONDER Cllr Norman Highnam

All present agreed to co-opt

40/21 To review and adopt Standing Orders, Policies and Asset Register

Cllr Andy Greening suggested the streetlights are numbered for easy reference

Cllr Susan Annan suggested the asset list is transferred to a spread sheet

Cllr Andy Greening will link the photos provided by a previous Councillor to the asset list for reference

PROPOSER Cllr Elaine Hall

SECONDER Cllr Norman Highnam

All present were in favour of adopting the Standing Orders and asset list – motion approved

41/21 Updates from Working Parties

FOOTPATHS – Cllr Susan Annan – a number of footpaths in Hilgay need to be urgently cut

ALLOTMENT PLOTS - Cllr Elaine Hall referred to 2 complaints regarding the pathway being long and overgrown – and asked if this was something Colin Wills could do?

ACTION Cllr Elaine Hall will ask Colin Wills to trim the pathways as needed

Cllr Elaine Hall highlighted plots numbers 17 and 18 are getting rather messy.

ACTION Clerk to contact the tenant to ask if he still wants them both as there are now 4 people waiting for allotments

No other updates were given

42/21 Planning Applications (a) To receive results on applications

None received

(b) To discuss any applications received

- Demolition of existing dwelling and replacement for four new detached dwellings. at 25 Foresters Avenue Hilgay Downham Market Norfolk PE38 0JU comments on this application, please no later than 24 June 2021.

Cllr Peter Carter expressed concern about traffic and access / parking in the area

PROPOSAL – Parish Council to object as above on the basis of environmental impact on the residents and the amount of properties to be built

PROPOSER Cllr Peter Carter

SECONDER Cllr Andy Greening

3 in favour, 2 abstained, 2 against

Subsequent Proposal was made by Cllr Norman Highnam to establish if the developer intends to commit to building with intent, as a number of properties given consent have never been built

5 in favour, 3 against

Motion passed

- REMOVAL OF CONDITION 5 of a Planning Permission 2/90/1753/O: to remove agricultural restriction. at Autumn Cottage Modney Hall Road Hilgay Norfolk PE38 0HN comments on this application no later than 16 June 2021.

Cllr Ryan Coogan is not in favour of restrictions being lifted

Cllr Norman Highnam – advised this has failed to sell for a number of years through auction – and would like to see it on the open market

PROPOSAL to comment that it needs to be put on open market and Rightmove etc

PROPOSER Cllr Ryan Coogan

SECONDER Cllr Andy Greening

All present agreed – motion passed

43/21 Finance - to approve payments for May 2021

DATE	NAME	REASON	AMOUNT
04-06-21	Colin Wills	Salary – inc expenses and mileage	£465.12
04-06-21	Di Farrow	Salary	£305.02
04-06-21	Lawn Boy	Nylon	£31.00
04-06-21	e-on	electricity	£131.37 DD
04-06-21	Chris Dawe	Fuel for mower	£38.78
		TOTAL	£971.29
09-07-21	ICO Information Commissioners Office	Data Protection annual renewal fee	£40.00 pa (reduced to £35.00 if paid by DD)

PROPOSER – Cllr Andy Greening

SECONDER - Cllr Jane Heatrick

All in favour – motion passed

44/21 To discuss any Highway's issues and agree actions to resolve

Cllr Ryan Coogan – highlighted signs have appeared around Ten Mile Bank warning public not to go down farm tracks stating there is no public access. Cllr Ryan Coogan asked for clarification and suggested we obtain a definitive list from Highways identifying all public access roads in Hilgay.

Cllr Annabel Charlesworth advised this will be on footpath and bridle path map

Cllr Graham Carter advised any ancient droves need to be registered within the next 5 years to ensure they are not lost.

Cllr Elaine Hall advised there are no public footpaths in TMB but definitive maps were drawn up in 2016

Cllr Jane Heatrick – Westend signage needs to be reviewed and ask Highways to erect a sign stating there is no access to Baytree Garden Centre as sat navs still direct people that way

Cllr Norman Highnam advised there are a number of significant pot holes that need repair in Church Road Hilgay

ACTION Clerk to speak to Highways

45/21 To discuss and agree any action to be taken in regard the piece of common land on the Woodhall Estate by the Parish Council (Cllr Graham Carter)

Cllr Graham Carter confirmed a wealth of paperwork is on display at this evenings meeting for public viewing. This issue has been ongoing for over 40 years.

The piece of land in question has always been used by parishioners since the Pumphouse was built in circa 1840

The Parish Council has a letter from Land registry saying the line may have been drawn in wrong place as it has been registered to the Woodhall Estate in error

The question is, do the Parish Council want to get the ownership reversed to make sure it stays as a green field under the Parish Council

The Parish Council did write a letter to the previous owners solicitors asking them not to include it in the sale and hope this information has been passed on to the new owners

Cllr Graham Carter referred to a letter from a former Chair Cllr Alan Holmes and Cllr Vic Martin

ACTION

Cllr Annabel Charlesworth will provide the Chair Cllr Carter with a copy of the letter sent 10 yrs ago

Cllr Norman Highnam made a proposal that the Parish Council talks to the new owners and ask for a meeting

PROPOSER Cllr Ryan Coogan

SECONDER Cllr Andy Greening

Cllr Elaine Hall voted against, Cllr Annabel Charlesworth abstained

All others present were in agreement – motion passed

46/21 To discuss concerns about the Fairfield Garage area in Hilgay (Cllr Jane Heatrick)

Postponed to next meeting

47/21 To update on Speed Watch 2021 (Cllr Jane Hetrick)

Postponed to next meeting

48/21 To discuss formulating a 5 year plan for Hilgay Parish (Cllr Norman Highnam)

Postponed to next meeting

49/21 To receive items for the next meeting agenda and agree date of next meeting.

Cllr Elaine Hall asked for appreciation to be minuted for the contribution David and Valarie Barrington have given to the Riverside News. This was acknowledged with gratitude expressed for their dedication.

Cllr Ryan Coogan – to discuss the TMB playing field

Cllr Norman Highnam – to discuss the impact of building works in Hilgay

Meeting closed at 21:01

Signed

Cllr Graham Carter Chairperson Date

