

HILGAY PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Thursday 05-11-2020 at 7.00pm via zoom

Present (via Zoom):

Hilgay Ward

Cllr Graham Carter (Chair), Cllr Annabel Charlesworth (Vice Chair), Cllr Jane Heatrick, Cll Gillian Harris, Cllr Norman Highnam, Cllr Elaine Hall

Ten Mile Bank Ward

Cllr Ryan Coogan, Cllr Andy Greening, Cllr Faye Coleridge

Other non Council Members Present including Members of the Public

Colin Wills (Maintenance Officer), Cllr Martin Storey (Borough Councillor)

Questions were submitted by a Member of the Public who was not in attendance

The Chair opened the meeting at 19.15

Item 1. TO RECEIVE MEMBERS APOLOGIES FOR ABSENCE

- Cllr. Peter Carter – unable to participate via zoom
- Cllr Peter Bates – unable to participate via zoom
- Cllr Ray Houghton – unable to participate via zoom
- Cllr Susan Annan – family commitments

Item 2. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

- Cllr Jane Heatrick – declared an interest in the planning application submitted for Airdree in Hilgay

Item 3. TO APPROVE MINUTE OF 1st OCTOBER 2020

Cllr Norman Highnam asked for an amendment to be made. On further investigation following the meeting, no amendment was needed. See item 5.

Proposer Cllr Annabel Charlesworth

Seconder Cllr Norman Highnam

All present were in favour and the minutes of 1st October 2020 were approved

Item 4. PUBLIC PARTICIPATION – 15 minutes (3 minutes per person)

Colin Wills - the footpath under the bridge has been considered previously. Both then and more recently, the advice has been the same – that it is unsafe.

Cllr Graham Carter confirmed the Parish Council is trying to get agreement with Fordham Parish, to join forces to consider an independent risk assessment as reinstating a footpath has benefits for both Parishes.

A Member of the Public asked 3 questions by email to the Parish Council

(1) *“The following Parish minutes have not been published publicly - What actions do the Parish intend to take to rectify these matters*

7 May 2020 - Parish Council May Meeting Minutes

1 May 2020 - Parish Council - Minutes

22 April 2020 - Parish Council – Minutes”

In response the Clerk confirmed she has now been adding the outstanding minutes to the Parish Council website. The April minutes were not approved so have not been added.

(2) *“I read on the recently published August 2020 PC Minutes that the Tax Payer has paid DEMAT (TMB School) £500 for grounds maintenance.*

My initial question is what due diligence was conducted and what invoices for works done by DEMAT were seen and then copied and held on record by the Parish to evidence that £500 was a fair contribution towards their grounds maintenance costs?

I further raise that both DEMAT and The Dioses of Ely are, to the best of my knowledge, failing to engage in constructive discussions regarding repairs to fencing surrounding Ten Mile Bank playing field, the clearing of the Dyke along Station Road TMB or the up keep of the Avenue in Hilgay and for those reasons should the Hilgay Parish have released £500 of Tax Payers money so readily to these claimants?”

In response, Cllr Graham Carter confirmed the Parish has always pay a percentage contribution for grounds maintenance to the schools for parish use of the playing fields. Cllrs Graham Carter and Ryan Coogan agreed entirely with the points raised regarding the Parish Councils responsibility to show due diligence with regard these payments.

ACTION – Cllr Graham Carter will speak with Cllr Ray Houghton and request he liaises with DMAT’s Headteacher to ensure there is evidence and / or sight of the Parish Councils financial contribution to DMAT.

(3) *“I understand that at tonight's PC Meeting there are to be secret / confidential discussions relating to access to the TMB playing field.*

Point one is that no vote had taken place to conduct such discussions in confidentiality and therefore breach PC standing orders.

Point two there already exists access to that field off of Station Road via a vehicular gate, therefore the access to be discussed only affects the school and by such is not a Parish Council matter.

Therefore there is no requirement for the Hilgay Parish to enter into any contract regarding the strip of land between the school and TMB playing field.

In fact there already exists a contract between land owner and DEMAT (TMB School) regarding this land and it's maintenance and it falls upon the land owner to enforce such contract and not seek finance from the Tax Payer.

The Parish may of course have reason to establish contractual rights over TMB playing field should DEMAT cease to operate an establishment upon that land but that is not an access and maintenance issue per say.”

In response Cllr Ryan Coogan confirmed this was a valid point. The Parish Council is seeking to establish a contractual negotiation between the landowner and Parish Council to agree the best way forward for taxpayer and Parish which is why at this stage, it is being discussed in private.

Borough Cllr Martin Storey brought the following to the Parish Councils attention

- Norfolk County Council Budget Consultation – is running from 26-10-20 to 14-12-20 and invited the public and Parish Council to contact him directly if they have any questions or suggestions
- Norfolk County Council Boundary Commission consultation ends on 23-11-20. Further details are available on NCC Website
- The Planning White Paper consultation is now out – further details available on the NCC Website
- NCC Leader, Andrew Proctor, has announced £200k is being made available through the Norfolk Community Foundation Fund for additional support to vulnerable families over the Christmas period 2020.

Cllr Storey confirmed he regularly attends the following meetings in his role as Borough Councillor

- NCC Planning Meetings
- Museum meeting
- Police and Crime panel

- Full Council Meetings
- Parish Meetings

Item 5. HILGAY AND TMB PLANNING APPLICATIONS

(a) To receive results on applications

None received

(b) To discuss any applications received Ref. No: 20/01560/F REMOVAL OR VARIATION OF CONDITION OF CONDITION 2 OF PLANNING PERMISSION 18/01709/F: Construction of one dwelling at Land SW of Janberra Station Road Ten Mile Bank Norfolk

No objections or comments were made on this application

It was noted by Cllr Norman Highnam, that one planning application had been missed in the October meeting. The application notification for construction of a single dwelling 20/01362/F came through on 06-10-20 with a response date of 27-10-20 which fell between the two Parish Council Meetings. Although the date for response has now passed, this will be looked into by the Clerk

Item 6. MAINTENANCE OFFICERS REPORT

Colin Wills presented his report to Council which included confirmation Fenland Leisure Products (FLP) have undertaken the annual inspection of Play equipment at both Hilgay and Ten Mile Bank – Colin will meet with Cllr Graham Carter and any other available Councillors at 08.00hrs on 07-11-20 to agree actions needed

No further questions were raised from his report by Councillors in attendance at the meeting.

Cllr Elaine Hall thanked Colin on behalf of the Parish Council for all his hard work and in keeping both villages so tidy

Item 7. CHAIRS REPORT

(a) Update on proposal to reinstate the footpath under the bridge to allow crossing of the A10 and to provide a link to the new proposed footpath on the Fordham side of the Hilgay bridge.

- this was discussed at item 4

(b) Update on Ten Mile Bank playing field

- to be discussed at item 16

(c) Update on encroachment of footpath in Watermans Lane

- Cllr Graham Carter spoke to the landowner on 03-11-20 and has advised a detailed plan including measurements, will be drawn up for comment.

ACTION – to be discussed at next meeting 03-12-20

(d) Update on follow up request to property owner to trim hedge backing on to allotments.

- Cllr Graham Carter has spoken to the resident who still needs to trim his hedge and has confirmed his intention to do this
- (e) Update on contract for Pumphouse bin
- Cllr Graham Carter has received no reply from the owner and will continue to follow this up
- (f) Update on fallen lamppost in Tower Road Hilgay
- Cllr Graham Carter confirmed the delivery driver who caused the damage has written a letter of apology to the Police and is being given the opportunity to attend a driver awareness course. If he does not attend, the Police may look to prosecute. His insurance company have accepted liability and will refund the Parish Council for their costs.

The Chair confirmed that following the Prime Ministers announcement on a second Covid lockdown, a short memorial service will be held on Sunday 8th November 2020 around the Hilgay Memorial at 10.45. Names of those who lost their lives will be read out and the Last Post played. The Service will adhere to Government guidance on Covid-19.

Item 8. TO RECEIVE AND CONSIDER CORRESPONDANCE

- (a) The Borough Council have provided a Hand Sanitiser unit and need a photo to evidence it has been installed as per the requirements of the grant – Cllr Graham Carter and others will identify a site on Saturday morning when doing the playground check.
- (b) The Clerk was notified of some street lights out Hubbards Drove Hilgay in September 2020. Although these were immediately reported, there was a delay resulting from an external communication error. These have now been re-reported along with those in West End and Engine Road (TMB), to K&M Lighting and Westcotec who supply the LED lanterns.

Cllr Ryan Coogan highlighted what a difference this council has made to the A10 Modney Bridge Road junction and thanked the Council on behalf of TMB residents for the installation of the lamp post there.

- (c) Allotments – there have been two plots vacated but these have been filled. There are two people on the Allotment waiting list.
- (d) A member of the public from Hubbards Drove has raised issues of localised flooding from the fields opposite the properties and has also reported a fallen tree and street lights not working. These are all being dealt with by the Clerk
- (e) The Clerk has contacted Highways for an update on the overgrown and inaccessible footpaths. Highways have emailed back to report there had been some issues with the contractors and acknowledged the work was not to the standard they had expected – one final cut has been requested this year.
- (f) Comments have been made on the Hilgay Facebook site regarding speeding in the village and suggestions the council consider speed restrictions ie speed bumps or rumble strips. However the Clerk has received no formal correspondence regarding this – Cllr Elaine Hall noted this is a highways issue and that rumble strips would make a noise residents might

not be happy with. Cllr Gillian Harris also highlighted potential damage any work may cause to the very old properties along the High Street from subsequent vibrations. The Council noted there had been a recent incident when a young child narrowly escaped being hit by a vehicle outside the butchers shop, and that traffic often comes off the A10 at speed over the Bridge.

Cllr Graham Carter suggested a 'Speed Watch' programme could be organised if some volunteers were found.

Cllr Elaine Hall asked if there should be a 20mph limit sign near the school and asked the Clerk to speak to Highways.

Cllr Ryan Coogan added TMB is the only access route that has no interactive warning system to alert to flooding at The Welney Wash and asked the Clerk to enquire about this too.

Cllr Jane Heatrick highlighted that Waldesley Farm vehicles often speed through the village and spill their loads - Cllr Graham Carter stated they should have covered trailers to prevent this as it poses an accident risk. Cllr Ryan Coogan confirmed he has spoken to Police about similar farm related issues. In his view their response has been poor despite laws being in place to protect local residents.

ACTION – Clerk to speak to Highway re safety signs at Hilgay and TMB (re Welney Wash), Speed Watch to be added to next agenda and the Local Beat Officer will be invited to attend a future Parish Council meeting.

Item 9. TO DISCUSS LED LIGHTING AND PURSUE REPAYMENT OF ELECTRICITY CHARGE (Cllr Elaine Hall)

The Clerk informed the meeting that e-on have confirmed a refund of £1544.81 was paid on 21-05-20. Cllr Andy Greening commented this was much less than what the Parish were expecting and asked the Clerk to investigate further

ACTION - to be brought back to next meeting

Item 10. TO AGREE REINSTATEMENT AND TERMS OF REFERENCE (TOR) OF WORKING PARTIES (Cllr Graham Carter)

Cllr Graham Carter stated the proposal was to re-instate the working parties but that TOR need to be agreed. All those present were in favour of re-starting working parties and will draw up their own TOR, to bring back to the next meeting to consider all ideas put forward together

ACTION – for Councillors to bring all their TOR for finalising at the next meeting

Item 11. TO DISCUSS FUTURE PLANS FOR THE RE-PURPOSING OF THE GRAVE DIGGERS SHED AT HILGAY

Various suggestions have been put forward to either knock it down as it is in such a poor state of repair, to make it safe or to carry out extensive repairs and turn it into a shelter or other useful amenity for the community.

Cllr Ryan Coogan asked if local youths could be engaged in this project for their community and suggested the proposed Parish survey could be a tool to ask them and other residents what they would like to see done with it?

PROPOSAL - for Cllr Norman Highnam to seek quotes from the builders regarding all options to make safe, restore or demolish the Grave Diggers Shed at Hilgay as part of the Riverside Toilets Project

Proposer – Cllr Graham Carter

Secunder – Cllr Elaine Hall

Item 12. TO DISCUSS PROPOSAL FOR A VILLAGE SURVEY (Cllr Faye Coleridge)

Cllr Faye Coleridge has designed a 'survey monkey' and proposed running an initial test with Councillors to provide feedback. The aim is to potentially build a village playground at TMB to engage children in 5 key areas of development but she needs to find out what the villagers would like and will also look to do a physical drop and send the survey out through the school

ACTION – Cllr Faye Coleridge to undertake a test run and bring back to future meetings

Item 13. TO DISCUSS REPAIRS AND MAINTENANCE NEEDED TO THE WAR MEMORIALS AT HILGAY AND TEN MILE BANK (Cllr Norman Highnam)

The Company who have provided a quote (Fairhaven Stone), has a very good reputation and is currently undertaking work at Ely Cathedral. The inspection confirmed there have been a number of attempts over the years to make good the Memorial. However as concrete has been used instead of lime, water has seeped in and it is beginning to collapse in on itself.

Option 1 - to dismantle clean and repair then re-erect, redoing all lettering of names – and reinstating the wreath holder band.

£10,877 for full renovation

Option 2 - clean and repoint only – however this will do nothing to correct the lean or any of the issues with the memorial

£3,482.50 to clean and repair in situ

In addition, the Company have provided a separate quote to replace the existing kerbstone (£2,700) and concrete posts (£879.00) with new Portland Stone.

The above quotes do not include VAT

There is a possibility the Parish Council will be able to get some funding from The War Memorial Trust towards these works.

The Chair thanked Cllr Norman Highnam for his hard work in arranging this quote.

The Clerk referred to a letter from Mr Tony Hall (United Charities) who confirmed once costings are known, they would also consider financially supporting this project.

Cllr Andy Greening asked for the Company to have a look at the TMB memorial too, as it could do with a clean up.

PROPOSAL – to see Public views on spending in region of £15k to restore and repair the Hilgay War memorial, to seek support to part fund this from various trusts and charity grants and confirm when the work can begin.

Proposer – Cllr Jane Heatrick

Secunder – Cllr Elaine Hall

All present were in favour

MOTION PASSED - Cllr Norman Highnam to get timescale for commencement of the work to enable grants and funding to be put in place. To then bring the matter back to Council to seek the Public view and make a final decision

Item 14. TO AGREE BILL PAYMENTS FOR OCTOBER 2020

The Clerk has sent out the receipts and payments to Councillors in advance of the meeting
Clerk confirmed pay roll has now been set up

All present were in agreement with these payments being made

Within the meeting, Cllr Annabel Charlesworth raised the issue about the inconvenience of Zoom meetings being limited to 40 minutes and asked the Chair if a monthly subscription might be a way forward as we are currently saving money on Village Hall room rental.

Proposal – the Parish Council take out a monthly subscription for ZOOM meetings

Proposer – Cllr Andy Greening

Seconded – Cllr Annabel Charlesworth

Against – Cllr Coogan

Motion carried – 3 to 1

Item 15. TO RECEIVE ITEMS FOR THE NEXT AGENDA TO BE HELD ON 3rd DECEMBER 2020

Cllr Ryan Coogan asked for the Police to be invited to a future meeting

Cllr Elaine Hall asked for decision to be made on the reinstatement of the Riverside News

The Chair asked Councillors to Email any additional items to the Clerk at least 10 days prior to meeting

Item 16. CONFIDENTIAL ITEM

Resolve to exclude public and press in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted concerning consideration of Right of Access to land at Ten Mile Bank (Cllr Ryan Coogan)

End of meeting

Meeting concluded at 21.30