

**HILGAY PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON 07 JANUARY 2021**

PRESENT/ATTENDING BY TEAMS OR TELEPHONE

Hilgay

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

Ten Mile Bank

Cllr Ryan Coogan

Members of the Public

One member of the public attended the meeting

County Cllr Martin Storey

Borough Cllr Alan Holmes

The Chair opened the meeting at 19:02

01/21 TO RECEIVE MEMBERS APOLOGIES FOR ABSENCE

Cllr Faye Coleridge – unwell

Cllr Susan Annan – unwell

Cllr Ray Houghton – cannot access TEAMS

Cllr Peter Bates – cannot access TEAMS

Cllr Peter Carter – cannot access TEAMS

Cllr Andy Greening – work commitments

02/21 TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

None received

03/21 TO APPROVE MINUTES OF 03 DECEMBER 2020

Proposal was made to approve the Parish Council minutes of 3rd December 2020

Proposer Cllr Norman Highnam

Seconder Cllr Jane Heatrick

All who were at meeting were in favour of approval – motion passed

04/21 PUBLIC PARTICIPTION – 15 minutes (3 minutes per person)

In relation to questions previously posed by the member of the public at the PCM in November, the response from the PC was clarified further as the member of the public felt there had been some misinterpretation.

Cllr Alan Holmes – key updates

Asked the Parish Council to consider revisions proposed to the Local Plan which is accessible on the website. Any response to be forwarded to the Parish Clerk before the next meeting. Deadline for response is 23-02-2021

Flooding – consideration is being given to look at a flood alert system in case something significant happens following the Bedford floods.

Is on the climate change strategy group and will feedback to the Parish Council. Cllr Ryan Coogan asked for consideration to be given to utilising a community heating system using energy from factory's and industrial units etc popular in many Scandinavian country's

The Borough Council is trying to function as usual but is diverting some services out under current pandemic therefore delays may be felt.

Cllr Martin Storey – key updates

Flooding issue acknowledges information is not always out there quick enough and that flooding is happening more often

Street lighting – Norfolk County Council are upgrading their street lighting to assist with reducing emissions – each street upgraded to LED lights save up to 70%

05/21 HILGAY AND TMB PLANNING APPLICATIONS

(a) To receive results on applications

20/01560/F Hilgay Land SW of Janberra Station Road Ten Mile Bank Norfolk - REMOVAL OR VARIATION OF CONDITION OF CONDITION 2 OF PLANNING PERMISSION 18/01709/F: Construction of one dwelling

Application Permitted 11 December 2020

Delegated Decision

20/01627/F Hilgay Airdree West End Hilgay Downham Market Norfolk PE38 0HZ - Extension of front of existing dwelling including dormer window, following removal of existing flat roof garage

Application Permitted 15 December 2020

Delegated Decision

20/01705/F Hilgay Martins Farm Station Road Ten Mile Bank Norfolk - Erection of continuous flow dryer and two hopper silos with accompanying bulk handling equipment

Application Permitted 17 December 2020

Delegated Decision

(b) To discuss any applications received

None received

06/21 TO RECEIVE MAINTENANCE OFFICERS REPORT

Proposal was made to remove the sign by the now unused recycling area

Proposer Cllr Norman Highnam

Seconded Cllr Ryan Coogan

All present were in agreement for the sign to be removed and kept safe - motion passed

Colin requested a Councillor looks at the TMB play equipment with him to agree any work to be done or quotes sought

ACTION Cllr Ryan Coogan agreed to do this

Councillor Norman Highnam suggested when looking to repair or replace any maintenance tools, the Parish Council should consider emission free technology such as battery powered items

07/21 TO RECEIVE CHAIRS REPORT

- Feedback from inspection of the Fenland Leisure Products quote for repairs to the play equipment. Planned visit with Mr Colin Wills didn't happen, however nothing significant is needed.

ACTION - The Chair, Cllr Graham Carter will order some parts for the big swing

- Update on letter sent to Mr Dent re the garage site in Hilgay

No response received. Cllr Ryan Coogan highlighted this is a Highways not a Parish Council matter and was opposed to any further action being taken at present.

ACTION Cllr Graham Carter to speak with Mr Dent in the next week. Cllr Jane Heatrick to resend photos of the site to Councillors.

- Update on Waterman's Lane encroachment by landowner. Drawings are being prepared to share with the landowner in due course
- SCRIBE invoice from March 2021 has been received for £374. Parish Council needs to consider if we stick with SCRIBE or look for an alternative thereby demonstrating due diligence

ACTION – Technology Working Party to explore options and bring back to February PCM

- The Chair updated the meeting on the long-standing boundary dispute regarding the strip of Parish common land that has inadvertently become incorporated into the Woodhall Estate. The Chair confirmed further letters have been sent out as previously agreed at Parish Council meetings dating back to the 1980's, as part of the ongoing correspondence into the matter. The Clerk confirmed there had been an acknowledgement received from the Solicitor, but no formal response has been made to the content of the letter. The Chair felt it only fair all present on the Parish Council were aware of all the facts of this matter and encouraged Councillors and members of the public to speak directly to Cllr Mr Peter Bates, Cllr Mr Ray Houghton and also to Mr Veal who were all involved in the past and have a comprehensive understanding of the history, including previous attempts by the Parish Council to resolve the issue. A further meeting will be arranged to take this forward to ensure everyone has a say including Parishioners.

Cllr Norman Highnam asked for clarity on the time scale given the estate is up for sale?

Cllr Graham Carter suggested if an agreement cannot be reached, the Parish Council may need to propose what its intentions are including potentially spending some money on legal advice in the next few months. It would be good to get the views of the public on this matter

ACTION - Date to be agreed for the meeting and agreement made as to how the paperwork can be made available so everyone can have a look

New Parish Council Lap top has now been purchased

08/21 TO RECEIVE AND CONSIDER CORRESPONDANCE – CLERKS REPORT

- Reports have been received that a number of streetlamps are out in the village (numbers 3, 4, 11, 12 and 17) as well as a day burner (number 6). These have been reported again along with the flooding around the War Memorial
- Lamp post in Tower Road now working – Clerk is in process of reclaiming the costs from the insurance company
- Correspondence was received from a parishioner in support of the PC reclaiming the common land (see 07/21)
- Riverside News will continue on line via Facebook and the Parish Councils website. The Parish Council thanked David and Val Barrington for their help

09/21 TO DISCUSS BUDGET FOR 2021/2022

Cllr Ryan Coogan proposed the current budget was robust and had incorporated some forward planning. The Chair, Cllr Graham Carter acknowledged the Parish Council saving funds had reduced and as we have higher maintenance and grass cutting commitments, we will need to cut back to make savings. Cllr Gillian Harris suggested the Parish Council cannot ask for an increase to the precept given the current Covid circumstances and impact on families. Cllr Ryan Coogan agreed and noted the additional houses being built at TMB will add extra income without increasing the precept

Proposal was made for the 2021/22 budget to remain the same as that agreed for 2020/21

Proposer Cllr Ryan Coogan

Seconded Cllr Norman Highnam

All those present were in agreement - motion passed

Proposal was made not to raise the precept in 2021

Proposer Cllr Gillian Harris

Seconded Cllr Jane Heatrick

All those present were in agreement other than Cllr Elaine Hall who abstained - motion passed

10/21 TO AGREE TERMS OF REFERENCE (TOR) FOR WORKING PARTIES

Working Parties will meet as and when required to follow up and feedback to the Parish Council. No formal TOR were agreed as necessary

ACTION – resolved

11/21 TO DISCUSS FUTURE PLANS FOR RE-PURPOSING OF THE GRAVEDIGGERS SHED AT HILGAY

Cllr Elaine Hall confirmed drawings and costings are being drawn up for various options to repurpose the shed.

ACTION - Cllr Hall will send an email with any updates and bring back to future meeting when appropriate

12/21 TO AGREE BILL PAYMENTS FOR DECEMBER 2020

Cllr Ryan Coogan objected to payment of the TNS servicing invoices. The Clerk confirmed she has already asked for clarification of the hourly rate and a breakdown of the hours spent on the servicing to ensure and will hold off paying the invoice until this has been received.

Proposal was made to pay the invoices as stated with the exception of TNS as above

Proposer Cllr Jane Heatrick

Seconder Cllr Gillian Harris

All those present were in agreement - motion passed

13/21 TO REVIEW FREQUENCY OF MEETINGS AND AGREE NEXT DATE AND TO RECEIVE ITEMS FOR NEXT MEETING AGENDA

It was agreed to keep meetings as monthly for the foreseeable future and to limit duration to 1.45hrs when possible

Next PCM date is scheduled for 04-02-21

Proposed Agenda items:

- Decision to be made on future plans for the toilet block. Councillors to have a look and bring back to next meeting The Chair, Cllr Graham Carter, confirmed he has the keys if anyone wants to have a look inside
- Items for next Rangers visit to be considered
- Update from Technology working party regarding ongoing subscription to SCRIBE
- Arrangements for Annual General Parish Meeting

End of meeting

The Clerk will arrange another virtual meeting for 04-02-2021.

Meeting closed at 20:49

Chairpersonunable to sign due to Covid restrictions..... Date