

**HILGAY PARISH COUNCIL**  
**Minutes of the Meeting held at 7.00pm on 12<sup>th</sup> January 2017**

Present: G Carter (Chair), P Bates, P Carter, A Charlesworth, C Dawe, J Evans, E Hall, T Hall, G Harris, A Holmes, R Houghton (Vice Chair), R Martin, V Martin.

In attendance: County Cllr M Storey, J A Taylor (Clerk), two members of the public.

The Chair opened the meeting and welcomed those present.

**1. Emergency Evacuation Procedures**

The Chair reminded the meeting of the emergency evacuation procedures.

**2. To consider apologies for absence**

None (all councillors present).

**3. Declarations of Interest**

All councillors declared an interest in Item 9, Precept. Councillors requested dispensation to discuss and vote; dispensations were issued by the Clerk.

**4. Declarations of recording and social media use**

Those present were asked if anyone would be recording or using social media to report the meeting. None declared.

**5. To approve the Minutes of the last meeting**

It was proposed that the Minutes of the last meeting held on 1<sup>st</sup> December 2016 be approved. Proposed: Cllr Dawe; seconded: Cllr Evans. All in favour. **Resolved 17/01/12/5.**

**Public Participation (7.05pm)**

A member of the public reported that the streetlight outside the Church at TMB was faulty.

(PP ended 7.06pm)

**6. Reports (items not otherwise covered in the Agenda)**

**Chair's Report**

The Chair announced the appointment of the new Clerk. There were no other matters outstanding.

**Clerk's Report**

Clerk confirmed that the Council's application to the Parish Partnership Scheme re traffic speed reductions measures had been successfully submitted; the Council should be informed in March if the funding is to be made available.

Existing speed signs – Clerk requested confirmation as to who would be responsible for downloading the data. Cllr T Hall volunteered to deal with the Ten Mile Bank signs; Cllr Holmes volunteered for Hilgay. Clerk to arrange with Westcotec for downloading of relevant software, and training session.

**Action: Clerk**

Clerk reported request from member of the public for a speed limit reduction to 20mph at Ten Mile Bank, and a report of possible subsidence at Modney Bridge. Chair commented that speeding is an ongoing problem. Clerk to contact Andy Wallace at Highways.

**Action: Clerk**

### **Maintenance Report**

Mr Wills had requested confirmation regarding purchase of the appropriate kit to enable repairs of play equipment, and confirmation that he should arrange routine servicing of all Council equipment. This was agreed. Cllr Dawe undertook to inform Mr Wills.

**Action: Cllr Dawe**

### **Councillors' Reports**

None.

## **7. Correspondence**

Letter from BCKLWN outlining options for potential new arrangements re 2018 grasscutting season. Clerk to place item on Agenda for discussion in May.

**Action: Clerk**

Letter from Norwich Court regarding claim against the Council. Clerk had forwarded this to the insurers for action.

## **8. Planning**

### **16/00718/OM – 17 dwellings at land south of Foresters Ave, Hilgay – amendment**

Council did not wish to add any further comments.

### **16/02155/F – Pembroke House, Hubbard's Drove, Hilgay**

Council wished to submit the following objection: the structure as proposed is exceptionally large, and would be overbearing on the neighbouring property; the style of the building is agricultural, but the land is not zoned for agricultural use.

**Action: Clerk**

## **9. Finance**

### **i. Bank Balance and Reconciliation**

Balance was provided by Clerk, but could not be reconciled as access to the bank statements was not possible: Calculated bank balances at 12<sup>th</sup> January 2017: £67,977.32.

### **ii. Payments**

<b>Date</b>	<b>Payee</b>	<b>Item</b>	<b>Net £</b>	<b>VAT £</b>	<b>Gross £</b>
01/12/2016	Eon	Lighting electricity Nov 16	214.08	8.30	222.38
08/12/2016	Mrs N E Clifford-	Wages/holiday pay 30/11/16 -			
	Everett	8/12/16	314.82	0.00	314.82
	Mrs N E Clifford-				
08/12/2016	Everett	Expenses 30/11/16 - 8/12/16	30.23	0.00	30.23
13/12/2016	K&M Lighting Services	Lighting maintenance 13/12/16 -	94.47	18.89	113.36

		12/1/17			
15/12/2016	Raymond A Houghton	Dog bins - supply of posts	42.54	8.50	51.04
31/12/2016	Colin Wills	Wages and expenses Dec 16	166.90	0.00	166.90
01/01/2017	Eon	Lighting electricity Dec 16	221.22	8.58	229.80
12/01/2017	Mrs J A Taylor	Expenses 8/12/16 - 12/1/17	67.00	0.52	67.52
<b>Totals</b>			<b>1151.26</b>	<b>44.79</b>	<b>1196.05</b>

Proposed: that the payments be noted and approved. Proposed: Cllr T Hall;  
seconded: Cllr V Martin; all in favour. **Resolved 17/01/12/9.ii.**

### iii. Budget and Precept 2017/18

It was acknowledged by Council that the balances in the accounts were high. This was due to:

General reserve as required by best practice and financial prudence: 33% of precept, approximately £7,000;

Sinking fund for refurbishment of War Memorial: unknown until possibility of outside funding investigated;

50% contribution (with Parish Partnership Scheme) to new speed signs for both villages: £8,409;

Need to provide PC-owned recreation ground for Hilgay: unknowable at present, but likely to be in tens of thousands of pounds.

Having regard to the necessity of maintaining reserves until the above factors became clear, it was proposed that 2017/18 Precept request be the 2016/17 Precept plus 1%; £25,977.60 plus £259.78, that is £26,237.38. Proposed: Cllr V Martin; seconded: Cllr Evans; all in favour. **Resolved 17/01/12/9.iii.**

## 10. Policies

### i. To review Standing Orders

Clerk explained that current SOs were not as up to date as they might be, and had provided councillors with a copy of the National Association of Local Councils' Model Standing Orders for consideration. It was agreed that councillors needed time to review these, and that a discussion and decision would be put on the Agenda for the next meeting. Clerk agreed to re-circulate the suggested SOs by email and provide hard copies as required.

**Action: Clerk**

## 11. Recycling recovery rate and efficiency

Cllr Charlesworth queried whether rates of recycling recovery in Norfolk had improved since the new system of putting all recycling into one bin had been introduced. Councillors heard that some recycling can be transported very long distances, and it was not clear whether this was environmentally-friendly. County Cllr Storey noted that Norfolk does not have the best rate of recycling recovery, but nor is it the worst, and since the proposed incinerator at King's Lynn was rejected, NCC is looking at other ways to deal with the issue. He mentioned a pilot scheme

operating in some villages whereby the contents of the recycling bins were checked so that contamination is monitored. He recommended that the Council contact Cllr Brian Long, leader of BCKLWN, as he had been closely involved in this area and would likely have the information required. Clerk to contact Cllr Long to request rates of recycling and recovery before and after the new collection system was instigated.

**Action: Clerk**

## **12. Footpath update**

Cllr T Hall reported that numerous definitive maps had been posted around Hilgay village, and provided to the Ramblers' rep so that residents and others are now up to date on rights of way. There had been a query regarding some paths which had been ploughed up. It was confirmed that these had been permissive paths only, and the agreement with DEFRA on these had ceased so that they were no longer rights of way. David Mills at NCC had been approached to investigate if there were any funds available to print maps; the answer was no. However, Hilgay Village Hall had a printer capable of laminating which may be available for Council use.

## **13. To consider donation for repair of the Church lych gate**

A wide-ranging discussion on various aspects of this issue took place, in particular, aiming to establish where the responsibility for maintenance of the lych gate lies.

The following conclusions were reached:

The lych gate is at the point of being dangerous to the public, thus this is a health and safety issue for the owner;

It appears that parishioners donated the lych gate, or funds for it, to the Church;

It was agreed that the Church must be the current owner of the lych gate;

For the parish council to fund the maintenance of church property would be on the face of it unlawful under the 1894 Local Government Act. Further advice to be sought;

Ultimately, councillors agreed that, unless different information came to light, the Church, as owner, would need to take responsibility for the repair of the gate.

It was proposed that the Parish Council write to Ely Diocese informing it of the dangerous state of the lych gate, and formally asking that it be made safe and preserved. Proposed: Cllr Dawe; seconded: Cllr V Martin. All in favour. **Resolved 17/01/12/13.**

In the meantime, councillors would investigate any other options for funding.

**Action: Clerk and councillors.**

## **14. To consider signs for the river field slipway and gate**

Cllr T Hall reported that this had previously been discussed, and he now had suggested designs for the Parish Council signs, aimed at preventing cars accessing the slipway. It was noted that there was a health and safety issue involved, as it was potentially dangerous for cars to reverse back up the slipway. The cost would be £284 plus VAT; the Feoffee charity had agreed to fund half ex VAT, that is, £142. It was proposed that the Council should purchase the signs. Proposed: Cllr Evans;

seconded: Cllr Harris. All in favour. **Resolved 17/01/12/14.** Cllr T Hall was thanked for the work he had done on this.

**15. To receive information or suggested items for consideration at the next meeting**

Football Hut (Dents are providing costings for repair versus removal);  
Lych gate update;  
Dog signs – provision of stainless steel signs (Cllr Dawe to obtain quote);

**Action: Cllr Dawe**

Hilgay school parking arrangements;  
Ten Mile Bank School update.

County Cllr Storey provided an update on progress at Ten Mile Bank school. A meeting had taken place between Jan Munn and Paul Walker of DEMAT. Ely Diocese had appointed Jeremy Somerill to act as a coordinator between all the interested parties. Cllr Storey had made it clear that, as a representative of the people, he would support their wish that the school remain open. He also made clear that an explanation of the discrepancy in finances for the school must be forthcoming as an absolute priority, and he expected this to happen at a further meeting scheduled for 26<sup>th</sup> January to which he had asked to be invited.

He emphasised that he would make sure the appropriate meetings did take place, and that the explanations the village needed would be provided.

Chair thanked Cllr Storey for his efforts in this matter.

**Date of next meeting: Thursday 2<sup>nd</sup> February at 7.00pm in Hilgay Village Hall.**

**Exclusion of Press and Public (Standing Order 1f)**

**16. Briefing on complaint against councillor**

Members of the public and Cllr Storey left the meeting for this item.

A temporary committee had been appointed to investigate a formal complaint from a resident against a councillor. The committee members reported back their findings and recommendations to the Council. Agreement on subsequent action was not reached and councillors requested some further time to consider options.

The meeting closed at 8.50pm.

.....  
Chair

.....  
Date