

**HILGAY with TEN MILE BANK PARISH COUNCIL**  
**Minutes of the Ordinary meeting held on 7 March 2019**

**Present:** P Bates, G Carter, P Carter, A Charlesworth, R Coogan, P Dornan, G Harris, A Greening, E Hall, J Heatrick, A Holmes, R Houghton, V Martin.

**In attendance:** County Councillor M Storey, one member of the public, J Taylor (Clerk)

**Absent:** None.

**1. Emergency Evacuation Procedures**

Emergency evacuation procedures were announced.

**2. Accepted apologies for absence (LGA 1972, s85(1)(2))**

None required.

**3. Declarations of interest**

A Charlesworth, Item 9, Wood Hall.

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

None declared.

**5. To approve the Minutes of the meeting held on 7 February 2019**

Proposed: Cllr Houghton; seconded: Cllr Martin. All in favour. **Resolved: 19/03/07/05.**

**6. Public participation**

County Cllr Storey confirmed that, where debris from a vehicular accident is on the highway, it is the responsibility of the police to clear it to the side of the highway, and they report the incident to NCC Highways. Highways is responsible for clearing it from there.

Cllr Storey referred to a response from Andy Wallace at NCC Highways regarding the ongoing flooding outside Hilgay school, indicating that an estimated cost for resolving the issue would be around £50,000 – £60,000. Cllr Holmes reiterated the real prospect of a tragedy should a child fall into the water, and the urgency therefore of resolving the problem. Cllr Storey confirmed he was due to meet with Mr Wallace soon, and would pursue the issue.

Cllr Storey followed up on his earlier report regarding changes to Children's Services. All the details are on the NCC website. It was now the case that there is an increased choice of venues across all districts for access to the Services. Cllr Martin queried how many additional venues had come forward. Cllr Storey did not have the precise figure to hand, but would provide more information.

**7. Reports**

**a. Chair's Report**

Nothing to report which is not covered elsewhere in the Agenda.

**b. Clerk's Report**

Query to Freebridge re the future of Willow Lodge, Hilgay – Borough Cllr Tony White still trying to elicit a response.

Training course: rights of way, footpaths, commons. NPTS to hold an additional session in West Norfolk – Cllrs Harris and Hall to be booked on the course when date announced.

Bus shelter damage: the excess from the insurance claim had been retrieved.  
Waste bin on Riverfield – confirmed with the right department at Borough Council – emptied once every fortnight during winter and once a week during summer. Invoice expected shortly.

Volunteers needed for the quarterly internal control check on the accounts.

New dog bin for Ten Mile Bank – Borough Council confirmed that the preferred 50lt bin was too large. Clerk to order smaller version.

May elections. Clerk reminded that because of Purdah in the run-up to 2<sup>nd</sup> May, from 15<sup>th</sup> March there may be restrictions on what she is allowed to do.

#### **c. Maintenance Report**

Cllr Dornan reported a query from the Maintenance Officer as to whether Council would purchase a spring compressor to deal with the bearing on the two person roundabout at Hilgay. Cllr Harris commented that teenagers were regularly using the roundabout which possibly explained the wear. It was determined that a spring compressor would not be used by the council for any other purpose, therefore it would be more sensible for Fenland Leisure Products as the original installer and inspector be approached for a cost.

Cllr Dornan also reported that the Maintenance Officer would attend meetings, bearing in mind it is more convenient for him to attend those at TMB.

#### **d. Reports from councillors**

Cllr Coogan reported encouraging feedback on the new council Facebook page. As an example, 287 people read one post. Road closures are often shared by readers. He has a full report which can be emailed.

Cllr Hall confirmed she had attended the Councillor Surgery the previous Thursday. It was noted that a speed restriction sign at West End was rotting; Cllr Hall had reported this via the NCC Highways webpage.

A resident had reported a post on Waterman's Lane was down.

Cllr Hall had received no response from NCC on the replacement of footpath fingerposts.

Cllr Charlesworth queried whether the new double yellow lines over Hilgay bridge were heritage (ie narrower than usual) as previously. Cllr Coogan suggested checking on Google Earth. If they are not, could it be requested at Highways that future repaints be the narrower version.

Cllr Dornan reported that a simplified version of timesheet for the Maintenance Officer had been (and would continue to be) developed. The MO asked that the timesheets be circulated to all councillors – this was accepted as an excellent way of keeping councillors in touch with maintenance issues. To be reviewed in two months.

#### **e. Actions from previous meetings not otherwise covered in the Agenda.**

Cllr Dornan confirmed that actions are now covered in the Minutes, and with a few exceptions, have been reviewed – with the remainder ideally to be dealt with in April.

### **8. Correspondence**

An email from the Village Hall regarding damage to posters now that they are posted inside the bus shelters. It was noted that there are numerous noticeboards throughout Hilgay. If the problem continues, it could be suggested that the posters be removed from the shelters.

A letter from Feoffees Charity regarding their donation towards a noticeboard. This would be on the next agenda.

'Carers Matter Norfolk' information leaflet available for councillors.

Notice from Borough Council regarding changes to rates of Community Infrastructure Levy.

## 9. Planning

19/00243/F & 19/00245/LB: Wood Hall, Hilgay. To note that no comment had been made by the council on these applications.

18/01890/RM: Land south of East End Hilgay, 2 x 5 bed houses, amendment Discussion took place on the evolution of the application. It was considered that the council should object, on the grounds of increased traffic, proximity to existing dwellings, overlooking and possible overshadowing due to height at 1.5 storeys. It was agreed to request Borough Councillor call in the application to Planning Committee.

19/00334/F: 1B West End, Hilgay, 2 bed single story annex. Council to support.

## 10. Finance

### a. Bank balance and reconciliation

Bank cash balance at 28 February 2019: £52,186.28. Reconciled balance: £51,238.28. Chair checked against original bank statements and signed.

### b. To consider authorisation of payments, to note receipts, and to sign cheques

Date	Payee	Item	Net £	VAT £	Gross £	Chq/DD
28/12/2018	Fenland Leisure Products	Playgrounds inspections	150.00	30.00	180.00	103128
13/02/2019	K&M Lighting	Maintenance 13/2-12/3/19	37.50	7.50	45.00	103129
13/03/2019	K&M Lighting	Maintenance 13/3-12/4/19	37.50	7.50	45.00	103129
08/02/2019	Hodson Office supplies	Printer cartridges	24.95	5.00	29.95	103130
26/02/2019	C Dawe	Petrol	36.96	0.00	36.96	103131
28/02/2019	Maintenance Officer	Salary/expns Feb 19/mileage Dec18-Feb19	248.03	0.00	248.03	103132
28/02/2019	Clerk	Salary/expns Feb 19 Dog bins emptying 26/2/18- 25/2/19	522.62	0.00	522.62	103133
28/02/2019	BCKLWN	Feb 19 electricity	603.20	120.64	723.84	103134
01/03/2019	E.ON		262.27	52.45	314.72	DD
<b>Totals</b>			<b>1923.03</b>	<b>223.09</b>	<b>2146.12</b>	

### Receipts

Date	Payer	Item	Amount £
11/02/2019	Slimming World	Riverside News ad	20.00
15/02/2019	D Nicholls Fencing	Riverside News ad	20.00
18/02/2019	East of England Co-op	Grave space	315.00
18/02/2019	J Dodds Security	Riverside News ad	20.00
18/02/2019	Hilgay Rose & Crown	Riverside News ad plus insert	70.00
18/02/2019	TMB resident	Bus shelter damage donation	100.00
18/02/2019	Bretts/Holmans	GoR memorial	50.00

Total

595.00

It was proposed that the reconciliation be accepted and payments be approved.  
Proposed: Cllr Martin: seconded; Cllr G Carter. All in favour. **Resolved:**  
**19/03/07/11b.**

**11. To consider renewal of council insurance policy**

It was proposed that the council accept a quote from Came and Company, unless the incumbent could provide a better quote. Proposed: Cllr Martin; seconded: Cllr G Carter. All in favour. **Resolved: 19/03/07/11.**

**12. Public footpaths, including Waterman's Lane Hilgay and Riverfield entrance bollard**

Cllr G Carter suggested that Andy Wallace be asked to meet councillors, to discuss the range of Highways issues. It was noted that there was encroachment along Waterman's Lane.

Footpaths – a company had offered services for identifying and registering potentially lost footpaths. Clerk to circulate the information and put the item on the next agenda. Cllr Martin offered to research the company's offering.

**13. Cemetery garden extent, current status, and plans**

Cllr Charlesworth had circulated suggestions regarding the previously-discussed Sensory Garden, and with an interim proposal of ploughing the area and sowing a wildflower meadow, as previously put forward by Cllr Hall. This was agreed as a sensible way forward and Cllr Charlesworth was asked to provide more information for the next meeting regarding the wildflower meadow, and more detailed proposals for the long-term approach by the autumn. Regarding the 30ft strip of land at the immediate rear of houses on the High Street, it was felt that a discussion with the Diocese would be useful. Cllr P Carter reminded the meeting that access for emergency vehicles and parking for those visiting the Cemetery should be maintained.

Discussion moved on to the Church and its surroundings. The Churchyard is 'closed' and maintained therefore by the Borough Council. Concern was expressed at the lack of maintenance of trees and the advantages of restoring the now-obscure view of the church. Cllr G Carter, on behalf of Feoffees, indicated that the charity would consider help with funding, and would write to the Parochial Church Council with such an offer. Cllr Martin cautioned that removal of trees would potentially have a negative impact on wildlife and it was agreed that 'asset' trees should not be felled. It was agreed that the council should approach the Diocese of Ely requesting a meeting at Hilgay to discuss the situation, to involve Cllrs Holmes and G Carter.

**14. Review of current situation re land holdings/Silver Band Practice Room**

Hilgay Silver Band had provided details of their intentions regarding refurbishment of the Practice Room, with a request for opinion from the council on colour. Councillors felt the choice should be with Band members, but agreed that light- to mid-grey was a sensible option. It was noted that all electrical works must be correctly signed off and documentation supplied to the parish council as the responsible party. Councillors expressed support for the efforts of the Band in maintaining the Hut and asked that they be kept in touch with progress.

**15. Allotments – to consider updating regulations – current issues**

An issue had been reported of bonfires causing annoyance to a resident. Cllr Bates emphasised again that more experienced allotment holders were most careful only to light bonfires when the wind was blowing away from adjacent gardens. Alternatives were considered, such as providing composting bins, but it was acknowledged that not all allotment waste is suitable for composting. It was agreed that a letter should go to allotment holders reminding them of their responsibilities to neighbours, and to the complainant explaining what action had been taken.

**16. Parking at Hilgay School**

Cllr Holmes reported that, following negotiations with a neighbouring property owner opposite, most cars were now parking on the other side of the road, away from the school, and this had solved much of the problem. It was noted that parking was a Highways issue and outside the parish council’s control, but it could be included for discussion with Mr Wallace.

**17. Highways issues**

The download of information from the SAM2 units was briefly mentioned, and it was agreed that a reminder of instructions from Westcotec on how this works was needed. The A10/Modney Bridge road junction was again mentioned as a priority because of the danger when turning right from the Downham direction.

**18. To consider removal of bollards from Hilgay footpaths**

To be on next agenda. Cllrs Holmes, Martin and G Carter would review and report back. Cllr Dornan reminded of the importance of considering any public liability implications.

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

Cllr Charlesworth reported a number of people walking with dogs off the lead in areas around Hilgay church. Cllr Holmes confirmed that this was not a parish council matter – it is for the landowners to decide on how to deal with the issue.

Cllr G Carter reported asbestos rubbish having been dumped on Mill Hill. Cllr Holmes asked that he have a word with the landowner, and report this as flytipping to Borough Council.

Cllr Martin noted that where landowners were transporting by lorry and left mud on the highway, they were required by law to remove it.

Cllr P Carter had reviewed the Draft Local Plan issued by BCKLWN at a presentation at Downham Town Hall. To be on the next Agenda.

Cllr Bates reiterated the problem of HGVs being directed by satnav systems down Waterman’s Lane. To be included in the discussion with Mr Wallace; Cllr Coogan agreed to email information to the Clerk regarding websites which can report such problems.

**Date of next meeting: 7.00pm, Thursday 4<sup>th</sup> April 2019, Hilgay Village Hall**

Meeting closed at 8.45pm.

.....  
**Chair**

.....  
**Date**