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## Welney Parish Council

### Minutes of the Meeting of Welney Parish Council, Tuesday 9<sup>th</sup> May 2023, 7.15pm at the William Marshall Centre

**Committee Members:** Cllr Harvey (Chair), Cllr Spears (Vice Chair), Cllr Gardiner, Cllr Goodger, Cllr Lowry, Cllr Bombata.

**Those Present:** Cllr Harvey, Cllr Spears, Cllr Gardiner, Cllr Goodger, Cllr Bombata, BCllr Rose, Clerk M Hilton.

**Apologies:** Cllr Lowry, BCllr Spikings,

**Public:** three

#### MINUTES

1. **Election of Chairman for the coming year and sign the declaration of acceptance of office:** Cllr Harvey nominated, seconded and unanimously voted as Chair for the forth coming year and signed her acceptance of office
2. **Election of Vice Chairman and sign the declaration of acceptance of office:** Cllr Spears nominated, seconded and unanimously voted as Vice-Chair for the forth coming year and signed his acceptance of office
3. **To receive apologies for absence:** these were approved
4. **To declare any conflicts and pecuniary interests on any items on this month's Agenda:** None given
5. **To approve the Minutes from the last meeting:** these were approved and signed by the Chair
6. **Public Forum (ten minutes only):** a parishioner still has issues with approved Paish Council minutes regarding the William Marshall Centre building. The Council have responded in a letter dated 5<sup>th</sup> May 2023. Another parishioner also has an issue on the same subject. The Council reiterated that these issues are with the Playing Field Charity and not the Parish Council. Another parishioner said he had heard the Council was corrupt. He was asked for evidence but had none and told to go to the Monitoring Officer.
7. **To discuss email from R Giles dated 4<sup>th</sup> April 2023:** this was discussed in the public forum.
8. **To discuss and consider the Action Log from previous meetings:**
  - Missing Traffic sign Wash Road: Andy Wallace has stated this will be removed.
  - A BT box, highways have reported this to BT, but still nothing done on this.
  - Verge white lines, and cat eyes on Main Street, Andy Wallace is looking into this, the white lines would only be done if needed on the Wash Road, not on Main Street as they are not needed. Andy was going to look into the NCC policy regarding cat's eyes, they are scheduled to replace 400, but that is for the whole of Norfolk. He said they are not compulsory on 30mph roads. therefore this work will not be completed. Cllr Gardiner wanted this to stay on the action log, but will no longer be reported on.
  - Finger post has been reported at Wisbech Road. An email from David Mills to the Clerk said he assured the Council these were in the system to be repaired/replaced but it would take a while.
  - Post snapped off opposite the pub. This is still not repaired
  - Road at the top of Hurn drove has a hump in it: this has been reported several times and Andy Wallace did look at it in Feb 2023. This is still not repaired.
  - The Hives Main Street: the drain has been marked for repair.
  - Wash Road flashing sign, Westcotec have said this is obsolete. This is the last chance of warning people not go to the flooded road. The Council believe this should be replaced. Cllr Goodger is attending a meeting next week with Highways and will bring this up then.
9. **To discuss and agree the responsibility matrix:** this was updated. The Clerk will circulate Clerk to the Council; Melanie Hilton (CiLCA Qualified).

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**10. To approve the Standing Orders:** Cllr Bombata asked if Marshalls Charity representatives should be reviewed. This has been a previous topic in recent months and the Charity is undergoing a review of its constitution. The representatives shall be reviewed when the new constitution is in place. The Clerk explained that this was the latest version of the Standing Orders and only items highlighted red could be changed. Cllr Bombata disagreed with the review of the Standing Orders. After much discussion the highlighted areas were reviewed and approved, an updated version will be put on the website.

**11. To consider the Local Government Association new Councillor Code of Conduct 2020:** this was voted on and was approved. An updated version will be put on the website

### 12. Reports from individual Councillors, Council Groups and Clerk

**i. To approve planning applications:**

- Planning Application Consultation 23/00548/F. Proposed extension and internal alterations to existing dwelling and extension to decking at Swan Cottage Hundred Foot Bank Welney WISBECH Norfolk PE14 9TW. Welney Parish Council supports this application.

The Council approved the decisions made.

**i. To discuss Welney Parish Council vacancies: Clerk.** it was agreed to advertise the vacancies on Facebook

**ii. To note the General Power of Competence: Clerk.** A topic briefing was circulated to the Council explaining what this meant.

**iii. To discuss sending the old minute books to the National Records Office in Norwich: Clerk.** It was agreed for the Clerk to take the old minute books to Norwich where they will be kept at an ambient temperature to preserve the old books. Minutes from 2017 onwards will be kept with the Clerk.

**13. To note any Health and Safety issues:** none to report.

### 14. Finance

**i. To note payments made since last meeting:** these were approved

#### Payments for May 2023 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton Salary	679.34	0.00	679.34	EP	48 Hours
Melanie Hilton Expenses	9.00	0.00	9.00	EP	Mileage for Parish Council meeting
HMRC	188.16	0.00	188.16	EP	Month 1
Nest Pension scheme	24.26	0.00	24.26	DD	Clerks pension
Gallagher	1,391.77	0.00	1,391.77	EP	Insurance for 2023-2024
Community Heartbeat	14.00	2.80	16.80	EP	Rescue safety kit
Community Heartbeat	56.00	11.20	67.20	EP	Adult pads
Community Heartbeat	56.00	11.20	67.20	EP	adult pads spairs
Cambs Electrical	183.93	36.79	220.72	EP	installation of defib at WMC
Robin Goreman	35.00	0.00	35.00	EP	Internal Auditor 2022-23
Welney Playing Field Charity	120.00	0.00	120.00	EP	Hall hire 1/11, 6/12, 7/2, 7/3, 4/4, 9/5
Westcotec	6,555.00	1,311.00	7,866.00	DD	3 supply and install 5m lamp columns
Westcotec	111.12	22.22	133.34	DD	Street Light Maintenance
Npower	66.09	3.30	69.39	DD	Street light energy March 2023
<b>TOTAL</b>	<b>£9,489.67</b>	<b>£1,398.51</b>	<b>£10,888.18</b>		

**ii. To note income and expenditure balances reconciled from the previous month:** this was noted

**iii. To note the internal audit:** this was noted

**iv. To approve Section 1 of the Annual Governance and Accountability Return 2022/23 - the Annual Governance Statement** (part of the external audit document).

Clerk to the Council; Melanie Hilton (CiLCA Qualified).

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## Welney Parish Council

This was approved and signed by the Chair.

- v. To approve **Section 2 of the Annual Governance and Accountability Return 2022/23** – the Accounting Statements.

This was approved and signed by the Chair.

**15. To propose any items for the next agenda:**

- to consider the Parish Council becoming sole trustees of the William Marshall Centre
- to discuss the rent of the Sandgate Meadow play area land
- to consider the purchase of a third Sam2 camera

**16. To note the date of the next parish council meeting** – 6<sup>th</sup> June 2023 at 7.15pm at William Marshall Centre

**17. Close: the meeting closed at 8.45pm**

Signed by the Chairman ..... Date .....

Clerk to the Council; Melanie Hilton (CiLCA Qualified).

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