

# **TERRINGTON ST JOHN PARISH COUNCIL**

## **Serving the villages of Terrington St John and St John's Fen End**

**Minutes of the Ordinary Parish Council meeting held  
On Wednesday 5<sup>th</sup> February 2025 at 7.00pm in St John's Church**

**1. To record the names of those present**

Cllr A Bishop - Chair, Cllr J MacCallum – Vice Chair, Cllr M Knights

**2. To consider accepting apologies for absence**

It was **resolved** to accept apologies from Cllr J Ware, Cllr B Dye and Cllr A Hoey.

**3. To consider co-option applications**

There were no applications of co-option to consider.

**4. To record declarations of personal and/or prejudicial interest from  
members in any item to be discussed and consider any requests for  
dispensations**

There were no declarations of interest.

**5. To approve the minutes of the last ordinary council meeting held  
Wednesday 8<sup>th</sup> January 2025**

It was **resolved** to approve the minutes as a true and accurate record of the last meeting, and they were duly signed by the Chair.

**6. To approve the minutes of the extra ordinary council meeting held  
Wednesday 22<sup>nd</sup> January 2025**

It was not possible to hold the extra ordinary meeting scheduled for 22<sup>nd</sup> January as the meeting was not quorate. The item was considered via email and ratification will be made at item 14 of this meeting.

**7. To allow public participation – to include information from developers,  
Police representatives, or any other person invited to speak**

No members of the public present.

**8. To receive reports from Borough and/or County Councillors**

No reports from Borough or County Councillors.

**9. To receive the Clerk's report, including matters arising from last  
month's meeting**

- A lorry went into the dyke on School Road today. The Councillors discussed if there was possibly any highway matter that could be

improved to the area to avoid this accident in future. Cllr Hoey to ask for a police report back from this accident to see if there is anything the Parish Council can request from Highways.

- The Clerk noted that the bins in the village are all clear of rubbish and have not overflowed with rubbish.
- Alternative meeting venues – The Clerk reported back on all the venues asked if they could provide space for the monthly Parish Council meeting. After considering the information it was **resolved** to stay at the church for the short term.
- The Clerk reported that the precept will be paid in 50% instalments for 2025/26. Councillors discussed this and felt that this was very late notice, and details should have been given to the Parish Council in September 2024 in preparation for budget setting. Clerk to feedback this information to the Borough Council.
- Donation request received from the primary school for both a new defibrillator battery and pads. It was resolved that the Parish Council would be happy to pay for these new items.
- Internal Audit – The Clerk noted that the previously agreed internal auditor had not made contact recently and wondered if they would still be happy to be the Internal Auditor for the PC. It was agreed the Clerk would get clarification or find an alternative ready for consideration at the next meeting.
- The Clerk reported that NCC and Norse have agreed to display a sign on the fence that is surrounding the Burman House property. A report updating parishioners has been placed on the village Facebook page, which will also display on the website. Councillors discussed ways forward for the village in regard to having an alternative building. It was agreed a couple of Councillors would visit a nearby Community Building to fact find.

**10. To receive and consider reports and updates from Councillors regarding the areas they have been delegated to take a lead responsibility on previously**

- a) Councillor B Dye: Nothing to report.
- b) Councillor A Bishop:
  - Norfolk Association of Local Councils – Noted recent letters that had been circulated as to the future of the association.
  - Planning (other link J MacCallum and J Ware) – Nothing to report.
- c) Councillor A Hoey:
  - SAM2 - Batteries changed two weeks ago, one unit was moved leaving the other at the school. Members asked to report any unit that is inoperative so that Cllr Hoey can check / change the batteries; Cllr Ware did so recently and it helped.
  - Police - We continue to receive a good level of support from the KLBC Speed Camera team which is encouraging.

d) Councillor J MacCallum:

- Internal audit control – up to date at present.
- TSJ Consolidated Charity – M Purse is happy to come back on as a trustee. Clerk to find out if which other trustees are willing to continue. Clerk to ask Cllr Hoey to audit the records again. Still some dole money to give out – Clerk to distribute this. Once trustee membership is confirmed, Clerk to arrange a meeting to be held before the next PC meeting.
- Cllr MacCallum noted an incident that happened down Hotch Lane that was very disturbing. Cllr Hoey to be asked to find out the outcome from the details given to the police.

e) Councillor J Ware:

- Village Hall committee – Nothing to report.

### **11.To consider financial business**

a) To receive bank account balances

Bank balance as at 5<sup>th</sup> February 2025 £84,017.18

b) To receive details of income received

Nil.

c) To consider the recommended payments

Cozens	£30.00
Wages	£917.99
HMRC	£35.60
Vodafone DD	£17.37
Electric	£161.47
Userone DD	£3.60
Church donation, use for meeting	£20.00
Scouts' coffee mornings	£40.00
M&M Cleaning	£25.00

d) To consider net position

No net position document considered at this time.

e) Donation approved and actions to take

As agreed earlier in the meeting a donation of the full cost of a new battery and defibrillator pad would be given to the school upon receipt of the invoice.

### **12.To consider planning matters**

a) Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed on the agenda.

- 25/00143/F - HOUSEHOLDER: Proposed loft conversion at 7 Orchard Way Terrington St John Wisbech Norfolk PE14 7TD – deadline 200225 - Supported

- b) Decisions
- c) Address notification
- d) Correspondence

**13. To receive general correspondence via email during the month and consider any further actions required:**

- Smeeth Bank registered as a restricted by way. Councillors briefly discussed this.

**14. To ratify decisions made by email/phone calls during the month**

- 24/02234/OM - OUTLINE PLANNING PERMISSION WITH SOME MATTERS RESERVED FOR: Construction of 12 dwellings and new access onto Church Road. at Land West of Doctors Surgery Church Road Terrington St John Norfolk – deadline 030225 – supported with comments It was **resolved** to ratify this decision.

**15. To receive items for next month's agenda**

- Village hall committee
- CCTV

**16. To consider alternative locations for Parish Council meetings**

Discussed earlier in the meeting.

**17. Date and time of Ordinary Parish Council Meeting – Will be held on Wednesday 5<sup>th</sup> March 2025 at 7pm at the church.**

Councillors noted the date and time of the next meeting.

**18. To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)**

- a) To consider quotes for work required:
  - Fencing behind Scout hut – Quotes still being sought, so no decision made at this stage.
  - Additional CCTV, for camera showing the back of the Scout hut, provided by existing CCTV contractor. It was felt the quote was high and an alternative solution could be found. Contract details to be forwarded to Cllr Knights.
  - Village sign base – Three quotes were considered. It was **resolved** to accept the quote provided by Robert fencing. In

addition, three flint sides would be required. Clerk to send the revised quote to Councillors once it is received.

- b) To consider grounds maintenance quotes for the 2025 season  
Councillors considered four quotes and resolved to accept the quote provided by HHA.