

TERRINGTON ST JOHN PARISH COUNCIL

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

Minutes of the Ordinary meeting held Wednesday 9th February 2022 at 7pm at Marshland St James Methodist Church Hall

1. Present

K Knight – Chair, A Bishop, C Gibbs, M Dale and J MacCallum

It was noted that Vice Chair, has M Purse resigned during the month and therefore there are now two vacancies for Councillors.

2. To consider accepting apologies for absence

Councillor B Long sent apologies and noted that if he can assist with anything please let him know.

It was **resolved** to accept apologies accepted from B Dye and A Hoey.
Councillor P Kunes sent apologies.

3. 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.

4. To approve the minutes of the last ordinary council meeting held 5th January 2022

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

5. To approve the minutes of the Extra ordinary council meeting held 19th January 2022

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

6. To receive reports from Borough and/or County Councillors

There were no reports from Borough or County Councillors.

7. To suspend the meeting to allow public participation – including to receive information from developers

There were no requests for participation to the meeting.

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

a) To give progress report on Community Governance training

The Clerk reported that she had attended the second-year initial study sessions at De Montfort University. The assignments that she will be doing this year are – Building Communities, Project Management, and Law and Procedures.

b) To report on any matter regarding asset items – lamp on car park is cracked and had to be removed as it was unsafe. The cost to remove the column was £120.

New column and light will be £775 + VAT and the UK Power Networks connection will be around £1000. It was **resolved** that the light should be replaced as it is essential to the car park.

c) New website – The Clerk gave the councillors a preview of the new website. The developer would like a 'go live' date to aim for. It was **resolved that this should be as soon as possible. The Clerk explained why posters cannot be put on the website.**

- d) Electric Vehicles charging point - To install a double charger point for the bays at the end of the building around £7,500.00. To install a double charger point for the bays at the front of the building around £5500.00.
- e) The storage unit has now been fitted in the bin store for additional items. The Parish Council has received a donation of hi vis vests and a couple of additional TSJ labelled Hi vis vests are in there to.
- f) Methodist Church Hall update – The Clerk reported that the Methodist Church has now closed to the local Methodist community. The Methodist circuit has kindly given permission for the Parish Council to continue to hold their monthly meetings in the building. The members discussed the future of the building and if there is a desire for the building to be kept for public purposes in the community. If the Community Asset registration goes through will be a step closer to showing there it is needed for the village.
- g) It was resolved that J MacCallum would be the additional contact for the litter pickers following the resignation of the Vice Chair.
- h) The kerb stone on Church Road has been repaired, however the members felt it was not a satisfactory repair and should be reported again.
- i) The pothole at the beginning of School Road has been filled again but still needs to be completely
- j) Ely Row direction sign has been knocked over and has been reported.
- k) New litter picker is working very well and feedback from them has been very good.

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

- a) Councillor B Dye:
 - Police Liaison – no report at this time.
- b) Councillor C Gibbs:
 - TSJ Consolidated charity trustees (other Trustees M Dale, A Hoey and J MacCallum) – nothing to report on at present. The trustees are going to have a meeting during February. C Gibbs noted that she is stilling trying to update the list for dole money.
 - Parish Social events – nothing to report at this time.
- c) Councillor M Dale:
 - Church of St John the Baptist and St John’s Methodist Church – Café will now be held at the Church.
 - M Dale noted that the village magazine needs an editor so that it can continue. Clerk to contact other local village Clerks to see if an editor can be found for the village magazine.
- d) Councillor A Bishop:
 - Speedwatch – A Bishop reported that 16 drivers were caught during a speedwatch session on School Road. This will trigger a safety camera session. There was a session outside the church yesterday.
 - Norfolk Association of Local Councils – The Clerk attended right of way training and notes have been circulated to members.
 - UK power – The whole village will be out of power on 14th February and should be off just a day. There will a support van on Old Church Road on Monday 14th Feb. It was noted that this will cause major problems to equipment.
- e) Councillor A Hoey:

- Scout Hut (another link Councillor K Knight) – The Clerk chased the solicitor for the new lease.
 - SAM2 (other link Councillor K Knight) – The batteries are drained so data cannot be taken. K Knight to take data off the SAM2 for publication.
- f) Councillor M Purse:
- Highway Ranger and Highway matters – The Clerk reported on the recent issues reported to the Highway Rangers.
 - Planning (other link Councillor K Knight) – J MacCallum and A Bishop will now report on Planning issues
- g) Councillor J MacCallum:
- Internal audit control – nothing to report at present.

10. To consider financial business

- a) To receive bank account balances
Balance as of 9th February 2022 £51,772.23
- b) To receive details of income received
No income received in the month.
- c) To consider the recommended payment
It **was resolved** to approve the following payments:
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| IOC | Data Protection subscription | £35.00 |
| WMA | Ely Row application | £50.00 |
| Wages | Clerk and litter pickers | £783.40 |
| HMRC | PAYE/NIC | £85.60 |
| Westcotec | Lighting contractor | £16.50 |
| M&M Cleaning | Bus shelter cleaning | £25.00 |
| N Power | Street lighting | £104.44 |
| BC Printing | NP printing | £43.30 |
| Westcotec | Emergency streetlight removal | £120.00 |

11. 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 below.
- b) Decisions
- 21/00690/F Terrington St John Bella Close Terrington St John Norfolk – Proposed Chalet Dwelling Application Permitted 23 December 2021 Delegated Decision
 - 21/01836/F Terrington St John Land on The Northwest Side of Old Church Road Terrington St John Norfolk - Variation of condition 8 of planning permission 15/01499/OM to allow occupation of 1st phase of development before completion of footway works along Old Church Road (Units 1-22) Application Permitted 11 January 2022 Committee Decision
- c) Address notification
- 1A Bella Close
- d) Correspondence
- New street name development between 53 and 75 Old Church Road – deadline 23rd February. It was **resolved** the members were happy with the names suggested.

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

- To consider applying for CIL money toward the purchase and instalment of a defib at the Pharmacy.

13. To consider arrangements for employee pensions

14. To receive items for next month's agenda

15. Date and time of next meeting – Will be held on Wednesday 2nd March 2022

16. 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