

# **TERRINGTON ST JOHN PARISH COUNCIL**

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

### **Minutes of the meeting held 1<sup>st</sup> December 2021 at 7.00pm in the Ely Row Methodist Church Hall**

**1. Present**

K Knight – Chair, M Purse – Vice Chair, B Dye, J MacCallum, A Bishop,  
One member of the public

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

It was **resolved** to accept apologies from A Hoey, C Gibbs and M Dale.

**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 on the items on the agenda.

**4. To consider co-option to fill the casual vacancy**

It was acknowledged that there is still one casual vacancy to be filled by the Parish Council.

**5. To approve the minutes of the last ordinary council meeting held 3<sup>rd</sup> November 2021**

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

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

There were no reports received from Borough or Country Councillors.

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

The meeting was closed to allow public participation.

- A member of the public noted that there has not been much gritting on the local roads. The members acknowledged this but felt that perhaps the weather had not been severe enough recently for gritting to be necessary.
- Dropped kerb/drainage/highway problem causing water to come onto a property on Main Road. The parishioner feels that an adequate solution to this has not been found. It was **resolved** that the Clerk should investigate further with Highways.
- There is a broken kerb stone on Church Road near the exit slip way from the A47 from King's Lynn. The Clerk confirmed that pictures of the kerb had been taken and sent to Highways for them to schedule repair.

The meeting was reopened to continue the Parish Council 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 the first year of the Community Governance training had successfully been completed and all eight assignments had been passed.
- b) Litter picker recruitment  
The Clerk reported that one position had been filled and interviews were taking place for the second position.
- c) Trees beside playing field  
The Clerk reported that the neighbour to the playing field had requested to cut and trim some of the trees that are between the property. After considering the details with the Chair and Vice Chair, the Clerk gave authorisation for the requested work feeling it would be of benefit to the playing field.

**9. To receive and consider reports/updates on the following matters from any or a delegated Parish Councillor or the Clerk**

- a) Police Liaison – Link Councillor representative – B Dye gave a more accurate account of the scams data from that emailed to members this morning. Between 6 – 10% are not reported. Hare coursing is still a problem over the county, so if you see someone acting suspicious phone the police straight away by dialling 999.
- b) TSJ Consolidated charity trustees – Link Councillor representatives – C Gibbs, M Dale, A Hoey and J MacCallum – nothing to report currently.
- c) Parish social group – Link Councillor representative – C Gibbs
  - Jubilee Beacons – to be considered at the January meeting.
  - Planters – nothing to report currently.
- d) Church – Link Councillor representative – M Dale - nothing to report currently.
- e) Speedwatch – Link Councillor representative – A Bishop, not met due to School Road being blocked due to footpath resurfacing and the new footpath extension and then because it was wintry weather. The aim is for one check per week. The team leader Mr Mullis will not take on other villages. The police have conducted checks on School Road a couple of times.
- f) SAM2 – Link Councillor representative – A Hoey and K Knight, these have moved this month. It was **resolved** that authorised SAM2 location details should be emailed to A Hoey for reference and K Knight will begin collecting the data again from the SAM2 machines for the Parish Council members to consider.
- g) Planning – Link Councillor representatives – K Knight and M Purse attended the seminar provided by the Borough Council unfortunately there was nothing of value to report on from this. The NPPF has been altered. The first phase of new footpath on School Road has been completed. The footway resurfacing on School Road up to the school has also been completed. The members considered the Highway feasibility study. The members were disappointed that it took so long for it to come in the Parish Council, but it was **resolved** to put in a Parish Partnership grant funding application for the speed and safety restrictions for Main Road and the speed reduction for Church Road.
- h) Scout hut – Link Councillor representative – A Hoey and K Knight, there were no updates to report on currently.
- i) Data protection – Link Councillor representative – M Dale. It was agreed that a reminder that GDPR needs looking at for the CCTV. Clerk to make sure that all

Parish Council partners know that there is a new Chair. After a discussion it was **resolved** that the Standing Orders would be changed to reflect the need for Councillors leaving the Parish Council to delete their Parish Council email address.

- j) Internal audit control – Link Councillor representative – nothing to report.
- k) Footway lighting – Clerk had nothing to report
- l) Footpaths, grounds, and Parish Council assets (bus stops, seating, and bins) – Clerk – The car park resurfacing will take place a week on Friday, not able to use the car park from Thursday evening. All agreed this time frame is acceptable.
- m) Highway matters including items for Highway Rangers – Link Councillor representative – M Purse, nothing additional to report on.
- n) Norfolk Link Councillor representative – A Bishop A Bishop attended a training session on ‘to tree or not to tree’ and briefly discussed this. A Bishop discussed the orchard. Clerk to investigate who to contact for rights of way. Details about responsibility of the defibrillator at the school need to be checked.
- o) Chair’s report – K Knight, nothing further to report on currently.

#### **10. To consider CIL matters**

It was agreed this item did not need to be discussed at this time.

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

- a) To receive bank account balances  
Balance as at 1<sup>st</sup> December £55,417.47
- b) To receive details of income received  
Allotment rental income £785.00 as invoiced
- c) To consider the recommended payments
  - HHA grounds maintenance £537.60
  - Westcotec monthly lighting contract £16.50
  - Net wages £633.40
  - HMRC £55.40
  - Electric estimate as invoice not received yet £57.55
  - UserOne £12.00
  - M&M Cleaning £25.00
  - Methodist Church Hall rent £271.00
  - M Purse parking charge £4.70
  - Clerk expenses – printer ink £37.00

#### **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 below.
- b) Decisions
  - 21/01711/F Terrington St John Windale Church Road Terrington St John Wisbech Norfolk PE14 7RY - Two storey side extension and alterations to dwelling Application Permitted 11 November 2021 Delegated Decision
- c) Address notification
- d) Correspondence

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

- a) EV charging provision for residents – follow up from email received 19<sup>th</sup> October – Clerk to find funding to have two parking for electric spaces for the car park.

**14. To consider applying for Community asset status for:**

- Doctors' surgery
- Police station
- Woolpack public house

After a discuss about all these buildings, their status and value to the community, it was **resolved** that applications for Community Asset status should be made on all of them.

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

No items were requested to be added to the next agenda.

**16. Date and time of next meeting – Will be held on Wednesday 5<sup>th</sup> January 2022**

**17. 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)**

It was not necessary to close the meeting for any confidential items to be considered.