

# **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 6<sup>th</sup> September 2023 at 7.00pm in Ely Row Methodist Church**

#### **1. Present**

Cllr A Bishop - Chair, Cllr J MacCallum – Vice Chair, Cllr B Dye, Cllr C Gibbs and Cllr J Ware

2 members of the public.

Cllr P Kunes – Ward Councillor

G Robinson – Clerk and RFO

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

It was **resolved** to accept apologies from Cllr A Hoey.

#### **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 Wednesday 5<sup>th</sup> July 2023**

It was **resolved** by all present to approve the minutes of the last meeting held on Wednesday 5<sup>th</sup> July 2023 as a true and accurate record of the meeting. The minutes were duly signed by the Chair.

#### **5. To allow public participation – to include information from developers, Police representatives, Ward and Borough Councillors or any other person invited to speak**

- Graham Bloomfield – William H Brown regarding planning application 22/00472/O | Proposed Residential Development | Land At 53 Old Church Road Terrington St John Wisbech Norfolk PE14 7XA. Mr Bloomfield discussed the application noting amongst other particulars of the application it was previously objected to by the Parish Council.

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

Cllr Kunes gave a report noting that the Borough Council is co-opting Ward Councillors onto Parish Councils if they are not quorate. Parishioners can apply for grants for solar panels and as soon as money is available, they will be able to be contacted with more details if they register an interest.

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

- To report on any matter regarding asset items, Including details of new village sign for St John's Fen End – The Clerk had nothing to report on at this time.
- To note that quotes have been received for the playing field gate, but more need to be obtained.

- Request for details of matters for the Highway Rangers – October visit
  - Clean up footpaths at St Johns Fen end and Church Road – Clerk to report.
- To consider an update on the Main Road crossing (previous Parish Partnership application) This matter was discussed.
- Litter picker update – The Clerk noted an appointment had been made and the Parish Council has two litter pickers.
- To receive items for a September/October newsletter – Councillors to send details of items they would like included.
- The Clerk asked if a Councillor could attend a meeting/site meeting with her and A Wallace – Highway engineer regarding the School Road footpath, position of village sign and any other issues that need to be considered in relation to Highway matters.

**8. 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:**

Cllr Hoey and Cllr Dye have tried to meet but have not been able to yet, but Cllr Hoey has got all the details now to proceed with his lead role.

**b) Councillor C Gibbs:**

- **TSJ Consolidated charity trustees (other Trustees J MacCallum)**  
The Trustees need to make a date for the next meeting and date to visit allotment locations.

**c) Councillor A Bishop:**

- **Norfolk Association of Local Councils**  
Nothing to report.
- **Planning (other link J MacCallum and J Ware)**  
Nothing to report.

**d) Councillor A Hoey:**

- **SAM2**  
No report sent.
- **Police**  
No report sent.

**e) Councillor J MacCallum:**

- **Internal audit control**  
A thorough check of accounting records was conducted for quarter ended 30/6/23. All issues raised have been addressed successfully.

**f) Councillor J Ware:**

- **Emergency planning**  
Agenda item next meeting.
- **Village Hall/Methodist Church**  
To be discussed at item 15.

**9. To consider items for Parish Partnership application**

It was **resolved** to seek a quote from Highways for a fourth phase of a footpath for School Road from Terrington St John towards St John's Fen End.

## 10. To not actions taken since the last meeting in the absence of a monthly meeting

The Clerk reported that since the July meeting a drain cover at the playing field needed to be repaired to make the area safe. This work has now been successfully completed at a cost of £215.00.

## 11. To consider financial business

### a) To receive bank account balances

UTB at 060923 £85,468.89

### b) To receive details of income received

11/8/23 Defib grant £1000.00.

### c) To consider the recommended payments

It was resolved to make the following payments inline with the budget:

Net wages	£882.80
HMRC	£6.40
Westcotec	£16.50
Vodafone	£16.09
Electric	£69.77
Userone	£3.60
HHA	£307.20
Blandford drain repair	£215.00
Westcotec column realignment	£144.00
CAN	£50.00
ADT	£905.62

### d) To note CIL balance of £7,652.45

The CIL balance was duly noted and the report for 2022/23 has been added to the website.

### e) To consider defibrillator grant offer and electrical installation quotes

It was **resolved** to accept the defibrillator grant offer and place the order for the recommended defibrillator. It was **resolved** to get updated electrical installation quotes.

### f) To note payments made in August, inline with the budget or agreed via email in the absence of a meeting

It was **resolved** that the August payments were correct and inline with the budget expectations.

Net wages	£839.40
HMRC	£49.80
Westcotec	£16.50
Vodafone	£16.09
Electric	£70.88
Userone	£3.60
HHA	£307.20
HHA – Methodist Church grounds, now completed	£158.40
I Westbrook – plants for 2 plant boxes	£36.04
G Robinson – Expenses	£383.91

**g) To consider quotes for the repainting of the TSJ village sign**

It was **resolved** to consider this at the next meeting. Members to look at the village sign over the next month to consider if all the sign needs painting or just the black support post.

The Clerk reported UTB correspondence and suggested CCLA investment details of which would be circulated after the meeting.

**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.

- i. 22/00472/O | Proposed Residential Development | Land At 53 Old Church Road Terrington St John Wisbech Norfolk PE14 7XA – to reconsider previous response of given in April 2022.

It was **resolved** that the members would reconsider application 22/00472/O.

The Parish Council would like to support the application but would like the following comments to be taken into consideration:

- As acknowledged by the applicant, the junction at Old Church Road with Main Road is very difficult to see out of. The Parish Council would like to see any improvements made to the junction completed before work starts on the house building.
  - The Parish Council would like to make sure these are starter homes; therefore, they would like the 4-bed home to be reduced.
  - Old Church Road is insufficient for the increase in traffic. The members feel that it would be better if the 4 houses at the back of this development could go in and out of the other development that goes out onto Church Road. This would leave just 2 houses to come onto Old Church Road.
- ii. 23/01390/F Proposed detached garage. at Middlegate Main Road Terrington St John WISBECH Norfolk PE14 7RP – deadline 13<sup>th</sup> September

It was **resolved** to support this application.

**b) Decisions**

- i. 23/00263/O Terrington St John Land Rear of 19 To 47 Old Church Road Terrington St John Norfolk - Outline application with all matters reserved for proposed residential development for 5 no. self-build and custom build dwellings Application Permitted 10 July 2023 Delegated Decision

**c) Address notification**

**d) Correspondence**

**13. To consider ways to encourage the legal requirement of displaying house number/name in the village**

Cllr Dye noted that the Borough Council has stated that it is a legal requirement for all homes to display their house number or name so they can be easily identified. It was agreed that a reminder should be added to the next village newsletter.

It was noted that the planters and a bench on Main Road need repainting.

**14. To consider emergency planning for the village**

Nothing to report currently.

### **15. To consider Methodist Church/Village Hall matters**

- Cllr Ware reported that three people regularly attend committee meetings. Currently progressing with the creation of a constitution. Cllr Ware noted that CAN have a good constitution, but the Parish Council would need to be a member to access the document. Silver membership is £50.00. It was **resolved** to apply for membership.
- Cllr Ware reported on the recent valuation and survey which the committee will be discussing in more detail at their next meeting.
- The Big Bounce event went ahead but without support from TSJ. Cllr Ware proposed a model event planning document to help with future event planning.
- Cllr Ware would like to do a door survey to gather further evidence to support the need to purchase the Methodist Church. And requested funds towards the printing cost of this. It was **resolved** that the Parish Council would fund the printing of a maximum of £75.00, without the need to come back to a Parish Council meeting for resolution before the order is placed.
- It has not been possible to set a bank account up yet as a constitution has to be created first.

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

- Letter from surgery to thank the Parish Council for goodies. Burman house and pharmacy were also pleased with money from the Queens Jubilee event.
- All Scout hut lease documents have been signed.
- Councillors noted items that require the Clerk to action:
  - Hedge outside the Old Barn needs cutting
  - Cooks corner hedge needs cutting
  - Playing field hedge needs cutting – Clerk to get quotes
  - Business suggested the bin opposite Ely Row be relocated
  - Clerks' appraisal meeting with Cllr MacCallum and Cllr Bishop arranged for 15/9/23

### **17. To receive items for next month's agenda**

To consider Village Hall/Methodist church matters

To consider the future of the old fence on the playing field and new picnic benches.

### **18. Date and time of next meeting – Will be held on Wednesday 4<sup>th</sup> October 2023**

### **19. 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
  - Village gate for the playing field – It was **resolved** to consider this matter at a future meeting.
  - Base for the SJFE village sign – It was **resolved** to consider this matter at future meeting
- b) To consider the Clerk's appraisal and pay review  
It was **resolved** to consider this matter at the next meeting.