

TERRINGTON ST JOHN PARISH COUNCIL

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

Minutes of the ordinary meeting of Terrington St John Parish Council Held on Wednesday 3rd June 2020 at 7.00pm Via online and telephone conferencing

Present: C Clifton – Chair, M Purse – Vice Chair, C Gibbs, M Dale
County Councillor B Long and one member of the public.

1. To consider accepting apologies for absence

It was **resolved** to accept apologies from B Dye, A Hoey and N Friedmann.

2. To record declarations of personal and/or prejudicial interest from members in any item to be discussed

C Clifton declared a personal declaration on application 20/00466/F as a neighbour to the property.

3. To approve the minutes of the last ordinary council meeting held 6th May 2020

It was **resolved** to approve the minutes of the meeting held on 6th May 2020 as a true and accurate record of the meeting and they were duly signed by the Chair.

4. To approve the Standing Orders, including additional items relating to Covid-19

It was **resolved** to approve the Standing Orders, including the additional items relating to Covid19.

5. To suspend the meeting to allow public participation

The meeting was closed to allow public participation.

The following item was raised by a parishioner and duly discussed:

- The long grass on the middle of the dual carriageway on Main Road. C Clifton was able to report that he has spoken to D Jefferies of Highways and the grass should be cut tomorrow, at the same time as the A17 junction.

The meeting was reopened.

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

The following items were raised by the Clerk and duly discussed:

- Grounds maintenance – The near contractor has been instructed to undertake the work and the Clerk is monitoring the work being carried out.
- Public right of way inquiry – The Clerk noted that the PRW issue raised by some parishioners has been forwarded to the County Council.
- Scout hut ground lease – The Clerk reported that the Scout group had rejected the proposed new lease. It was resolved that the Clerk should request a meeting be held to discuss this with the members of the Scout group. Action: Clerk
- Neighbourhood plan – The Clerk noted that a meeting is being held tomorrow with the consultant, C Clifton and M Purse to discuss the plan contents. C Clifton discussed this in detail.
- The Clerk requested permission to get the drain cover surroundings repaired, that is located behind the Scout hut. It was **resolved** to delegate the arrangements to the Clerk as requested so that is repaired promptly. Action: Clerk

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

- a) Chair – Parish Councillor C Clifton discussed the following issues:
- He has spoken to D Jefferies at Highways today, including the grass cutting issues.
 - HGVs driving through the village at night.
 - Hotch Land and Middle Gates Drove resurfacing and why they had been resurfaced. D Jefferies will identify with gullies will need to be raised. School Road will be resurfaced next year.
 - Contractor doing white lines and grass cutting. D Jefferies was surprised that the Old Church Road while lines had not been completed yet and has undertaken to follow up on this work.
 - B Long also noted the potholes on School Road and the unnecessary resurfacing on other roads. It was resolved that the Clerk would let B Long know about all highway issues. Action: Clerk
 - The footpaths are being resurfaced this year.
- b) Police Liaison – Link Councillor representative, B Dye – Not present.
- c) TSJ Consolidated charity trustees – Link Councillor representatives, C Clifton, C Gibbs, A Hoey and N Friedmann – The Clerk has been on the Charity training provided by Norfolkcalc and recommends that all Charity Trustees should attend.
- d) Parish social group – Link Councillor representative, C Gibbs reported that the recent VE celebration went well all around the village.
- e) Church – Link Councillor representative, M Dale
- f) Speedwatch/SAM2 – Link Councillor representative, A Hoey. In A Hoey's absence C Clifton noted that there are no speed watch meetings at present. C Clifton also expressed concern with other parish councils purchasing SAM2 equipment and then the police not being able to use the data. It was **resolved** that B Long would formally ask someone with the appropriate contact to raise the problem with the police.
- g) Planning – Link Councillor representatives – C Clifton and M Purse
- h) Scout hut – Working group and Link Councillor representatives – N Friedmann
- i) Data protection – Link Councillor representative – M Dale
- j) Neighbourhood planning – Working group, C Clifton and M Purse. C Clifton reported that M Purse has worked very hard on this and has found it hard to work with some Borough Council staff. B Long asked that he is notified when this happens.
- k) Strategy – Internal lead Councillor, C Clifton – A new bus shelter needs to be purchased, Clerk to follow up on. Action: Clerk
- l) Internal audit control – Working group – N Friedmann
- m) Footway lighting - Clerk
- n) Footpaths, grounds, and Parish Council assets (bus stops, seating and bins) – Clerk
- o) Highway matters including items for Highway Rangers – Link Councillor representative, M Purse – It was **resolved** to request that the weeds at the entrance to the car park should be sprayed as they are blocking visibility.

8. To consider financial business

- a) To receive bank account balances
The bank balance as at 3rd June 2020 £76,388.03
- b) To receive details of income received
CIL parish payment received £940.48
VAT refund £7377.90

c) To consider the recommended payments

It was **resolved** to approve the following payments in accordance with the budget:

| | | |
|------------|-----------------------|---------|
| Vodafone | Internet | £13.32 |
| Eon | Electricity | £57.58 |
| Westcotec | Street lighting maint | £16.50 |
| G Robinson | Clerk wage | £602.40 |
| H Murrell | Litter collector | £60.00 |
| L Robinson | Litter collector | £60.00 |
| G Robinson | Clerk Expenses | £161.88 |
| UserOne | IT support | £12.00 |
| HMRC | PAYE/NIC 03 | £81.40 |
| NALC | Charity training | £54.00 |
| BCKLWN | Bins | £420.80 |
| BCKLWN | Waste collection | £445.76 |

d) To consider the current budget which includes the recommended payments

It was resolved to approve the current budget.

M Dale left the meeting at 8.30pm.

9. To approve the Annual Governance Statements 2019/20

It was **resolved** to consider this item at the next meeting when the Parish Council internal auditor has reviewed the accounting records in full and is able to make a report to the members.

10. To approve the Accounting Statements 2019/20

It was **resolved** to consider this item at the next meeting after approving the Annual Governance Statements.

11. To consider and approve the current Asset Register

It was **resolved** to consider this item at the next meeting.

12. To consider planning matters

a) Applications

- i. 20/00466/F Demolition of existing outbuilding and construction of new storage building and associated hardstanding area. Construction of new tank bund. at Middlegate Main Road Terrington St John WISBECH Norfolk PE14 7RP.

The meeting was closed to allow the applicant an opportunity to explain the application details. The meeting was duly reopened after. It was **resolved** to support the application with no further comment.

b) Decisions

There were no decisions to report on.

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

All correspondence was sent out prior to the meeting and it was **resolved** that no further actions were required at this time.

14. To receive items for next month's agenda

There were no requests for items to be added to the agenda.

15. Date and time of next meeting – Will be held on Wednesday 1st July 2020 at 7.00pm