

Minutes of the meeting of Welney Parish Council
held in The Parish Hall, Welney on Tuesday 7th June, 2016 at 7.30 p.m.

Present: Cllr.K.Goodger (Chairman), Cllrs. L.Bombata, H.Cowles, P.Edmunds, J.Elliott, R.Gilbert,G.Rainbird, Dist.Cllrs. D.Pope and V.Spikings, 8 members of the Public and the Clerk.

The Chairman thanked everyone for attending.

1. Apologies for absence received from Cllr.K.Cowles and C.Cllr. H.Humphrey.

2. Declaration of Interests - None at this stage.

3. Public Participation

- Mrs.V.Pratley raised concerns again regarding the heating system and the solar panels for the new building. She produced information regarding how the solar panels could be used more efficiently for heating water by having solar tubes and also possibly battery storage. The Chairman explained that some of her suggestions had already been addressed. He also explained that all electricity used would come via an inverter and that electricity should be free of charge. Any excess electricity generated throughout the day and not used would be fed back into the national grid. All the water heaters installed in the building have time clocks attached
- Mr.J.Loveday asked why the Action Team had not been invited to the opening on 28th May. The Chairman confirmed that obviously this had not taken place and the notices which were circulated were nothing to do with the Parish Council and were not the official opening. He then asked about the Management Team for the new building and the chairman confirmed that this would include representatives from all the user groups and the Parish Council. The Parish Council will become sole trustees of the new building and they have already had preliminary meetings with the user groups regarding the formation of the Management Committee.

4. Minutes of Last Meeting – All Councillors had been circulated with a copy of the minutes of the last meeting and subject to amendment in items 1 and 4 with regarding to the voting for the Chairman and Vice Chairman, the minutes were signed as a correct record of that meeting.

5. Matters Arising – Defibrillator – Cllr. Edmunds confirmed that the defibrillator is now installed in the telephone box and is work. He also confirmed that he has been successful in obtaining the full funding required from local organisations etc.. and subject to the completion of certain forms, the next step is the arrangement of a Training Session for the village. Grateful thanks were extended to Cllr.Edmunds for his hard work in arranging everything and for securing the additional funding.

6. Finance

The following invoices had been received for payment and on the proposition of Cllr.Elliott, seconded by Cllr.H.Cowles and agreed, the cheques were signed:

Community Action Norfolk (used to be NRCC) Subscription	20 . 00
Mrs.P.Copeman – Clerks Expenses	70 . 87

Came and Company Insurance renewal – Due 7th June. The clerk confirmed that the quoted price of £1,197.46 includes the insurance on the Parish Hall (£158.74) To add the new William Marshall Centre would be an additional £529.98. On the proposal of Cllr.Rainbird, seconded by Cllr.Bombata and agreed, the cheque was drawn in the sum of £1,727.44

The meeting was also advised that a cheque for £501.60 had been sent on 2nd June to Anglian Water Services in order that Metrorod can arrange for the new building to be connected to the Mains Sewer.

Paid by Direct Debit	E-On Lights £81.12
	Mrs.P.Copeman, Clerk Salary £255.68

Monies paid into the Account: V.A.T.Refund £38,358.78
Marshall's Charity Grant £27,000

Monies to be paid out: MRC VAT repayment £36,676.34 – Proposed by Cllr.Elliott, seconded by Cllr.Rainbird with 6 in favour and 1 against.

The Clerk confirmed that following reports that the waste bin at the Parish Hall had not been emptied recently she had contacted Keith Lovejoy at the Borough Council. He had apologised and said that as this was the only bin in the village we should not be paying for it and he was arranging a refund of our payment of £97.37. Both parties would monitor the situation with regard to this bin over the coming weeks.

Annual Accounts for the year ended 31st March, 2016 – All Councillors had been supplied with a copy of the accounts and the Clerk presented the Annual Return. Cllr.Gilbert questioned the fact that the income from the Cricket Club was not shown, and the clerk confirmed that this was dealt with by means on a contra against the grass cutting. However she agreed to look into this and if everything was in order then she would arrange for the form to be signed and sent off. The accounts were adopted subject to this matter being checked.

7. Parish Hall

The electricity meters were emptied before the meeting and £5 was removed.

It was agreed that as the Lease on the Hall Site had been paid for another year, and the insurance also paid, no decision regarding handing back the site would be made at present.

8. New William Marshall Building

(a) Update of position

- The Chairman confirmed that Building Control had inspected the building and would not issue the final certificate because the handrails had not been installed on the ramps and steps into the building. It was understood that they will issue a temporary certificate subject to MRC completing the installation of the handrails. Keys to the building would then be handed over on completion. Cllr.Gilbert asked that Council should have an opportunity of inspecting the building to make sure that everything is in order. It was proposed by Cllr.Gilbert that no more money is paid until the building is accepted by the Council. It was then proposed by Cllr.Bombata that Council should make an inspection of the building. There being no seconders to these proposals, Cllr.Elliott proposed that subject to an inspection, council agree in principle to pay the balance of the monies due and receive the keys to the building. This was seconded by Cllr.Cowles, with 6 votes for and 1 abstention. The Chairman agreed to contact MRC and arrange for an inspection the next day.
- E-mails received from Mrs.Pratley dated 8.5.16 and Cllr.Gilbert dated 27.5.16 all circulated to councillors for information. Further e-mail from Cllr.Gilbert dated 3.6.16 forwarded to everyone
- The Chairman confirmed that MRC had now advised that there will be a 35 year guarantee on the roof of the new building.

(b) Items yet to be completed

- Solar panels – Councillors have been circulated with e-mails regarding the delays and requirements of the Contractor but no date has been confirmed for the installation.
- Connection to the Mains Sewer – Forms now completed and have been sent with a cheque to Anglian Water Services, who will instruct MetroRod to carry out the work once all their paperwork is completed. The building will be temporarily connected to the old cesspit so that facilities can be used until the mains connection is made.
- Insurance – When the building has been handed over the insurance cover will be arranged with immediate effect as per the quotation given earlier in the year.
- Fenland Fire – Will be contacted to make an inspection and advise re fire extinguishers etc
- Premises Licence – Borough Council will be contacted to arrange this
- Food Hygiene Inspection – Again contact will be made with the rep at the Borough Council to arrange an inspection.
- Roadway – e-mail to and from Andrew Wallace of Highways circulated to Councillors. He is intending to inspect week commencing 6th June and report back as soon as possible.

- (c) Possible Telephone Line and Internet Access – Enquires at BT – New line to a building normally costs £130.00 with £18.99 per month line rental. Minimum 12 month contract. Unlimited Broadband could cost anything between £10 and £25. per month depending on the package required. Following discussion it was agreed to ask County Office if an individual councillor would be permitted to pay for the installation and running costs personally, It was also agreed to leave this matter in abeyance to consider again once the building is up and running.
- (d) Question of Hand Rails to steps and ramps – The meeting was advised that Building Control had failed to issue their final certificate because the hand rails were not in place. MRC would therefore be fitting these at no cost to the Parish Council.
- (e) Official Name for the Building – At present there are two votes for William Marshall Community Centre and 10 votes for William Marshall Centre. It was therefore proposed by Cllr. Rainbird, seconded by Cllr. Elliott and unanimously agreed that the name will be the William Marshall Centre.
- (f) Name Signs etc – Cllr. Edmunds had spoken to a company who could prepare the name boards etc., and now that the name was confirmed he agreed to obtain a price for the boards and refer to Council.
- (g) Official Opening Date – Agreed 23rd July, 2016 at 3 p.m. Official opening by Mr. John Gilbert, Chairman of Marshalls Charity. Cllr. Cowles also confirmed that there would be stalls, sideshows, refreshments and entertainment on the day with any fund raising being allocated for the running of the new building. Details of the official opening along with other information would be included in the next Parish Council newsletter.
- (h) Final Payment to MRC. – The Clerk confirmed that the sum of £24,596.24 is still due to MRC for the new building. Councillors were also provided with a breakdown showing the income and expenditure for the new building. An additional invoice in the total sum of £849.00 for installation of electrical ducting meter box and connection of electrical supply from the new meter to the distribution board was received from MRC and on the proposal of the Chairman, seconded by Cllr. Elliott with the majority in favour, a cheque was drawn in the sum of £25,445.94. This would be handed over at the completion.

9. Correspondence

1. Police Connect Message 4.5.16 (Circulated to all)
2. Op Randall Newsletter 6.5.16 (-do-)
3. OuseFest Programme 2016 6.5.16 (-do-)
4. Police Connect Message 10.5.16 (-do-)
5. Police Connect Message 11.5.16 (-do-)
6. Norfolk playing Fields Association Conference 11.5.16 (-do-)
7. West Norfolk Borough Council – Queens Birthday Celebrations 17.5.16
8. Op Randall Newsletter 21.5.16 (-do-)
9. CPRE Newsletter – 18.5.16 – Parish Paths Seminar (-do-)
10. N.C.C. - Charity for the Year announced for Norfolk Re-use shops 2.6.16 (-do-)
11. Norfolk Association of Local Councils – NCC Total Transport Project 1.6.16 (do-)
12. Police Connect Message – 2.6.16 – Burglary in Upwell Area (-do-)
13. NCC – Delivering local highway improvements in Partnership with Town & Parish Councils – 3.6.16 (Circulated to all)
14. Op Randall Newsletter 3.6.16 (do-)

10. Planning Matters

a. Planning Decisions

Sandgate Corner Field – Outline Application withdrawn (circulated to Cllrs.)
 Tipps End - Outline Application – Refused by the Borough Council.

- b. Future Planning – Cllr. Gilbert confirmed that he had been to a meeting with the Borough Planning Office and advised that a committee should be formed from the Parish and the Parish Council in order to get

everyone's views and opinions collated together. It was agreed to put a notice in the next Parish Council Newspaper and in the meantime Cllr.Gilbert would prepare a notice to go round to every household inviting residents to attend and join the committee. Thanks were extended to Cllr.Gilbert for his work.

11, Highway Matters

NCC Highways – e-mail 3.6.16 – Confirming a visit by the Highway and Community Rangers week commencing 11th July, 2016 (circulated to all)
Norfolk County Council – Delivering Local Highway Improvements dated 3.6.16 Parish Partnership Scheme – councils have until 15th December to submit an application for funding and it was agreed to include this on the Agenda for the next meeting.
The School Sign is still in place and it was agreed to ask Highways to remove this.
The Chairman declared an interest and asked if Council could write to Highways with regard to the overhanging trees from the Rutland Arms round to Pates Farm entrance.

12. Items for Next Agenda

None.

The Chairman then confirmed that all business relating to the Playing Field would in future be dealt with at a meeting of the Playing Field Trustees. There being no further business he thanked everyone for attending and declared the meeting closed at 9.05 p.m.

Signed.....K.Goodger (Chairman).....

Dated5th July, 2016.....