



Tilney All Saints Parish Council
Minutes of the Parish Council Meeting
Held on Thursday 11th April 2024 at 7pm
In the Village Hall

ATTENDANCE

Andy Laughton (Chair)	Parish Councillor	Present
Chris Barley	Parish Councillor	Present
Philip Mole (Vice Chair)	Parish Councillor	Present
Brian Giles	Parish Councillor	Present
Val Grange	Parish Councillor	Absent – Apology received
Peter Hodgson	Parish Councillor	Absent – Apology received
Paul Jessop	Parish Councillor	Absent – Apology received
Lisa Delbecque	Parish Clerk	Present
Janet Fuller	Responsible Finance Officer (RFO)	Present

Also present: Borough Councillor Steven Bearshaw.
County Councillor Julian Kirk

No members of the public were present.

1.	Apologies for Absence <i>To receive and consider Councillor's apologies for absence.</i> Apologies for absence had been received from Cllr V. Grange, Cllr P. Hodgson and Cllr. P. Jessop. Apologies for absence accepted.
2.	Declarations of Interest and Dispensations <i>To Receive Declarations of Interest from Councillors in Items on the Agenda:</i> No declarations of interest or requests for dispensations received.
3.	Public Participation Session None Present
4.	Minutes <i>To approve the minutes of the meeting held on 8th February 2024.</i> Councillors unanimously RESOLVED to approve the minutes of the Parish Council meeting held on 14 th March 2024 as a true and accurate record. Approved minutes signed by Cllr Laughton.

5. 5.1 5.2 5.3 5.4 5.5	Finances <i>To approve payments to be made.</i> Payments List had been circulated prior to the meeting. Councillors unanimously RESOLVED to approve payments as per the Payments List. Payments List signed by Cllr Laughton. Payments over £100 - Norfolk Association of Local Councils £193.29, Swing Seat for Glebe Estate Playground £122.40, Annual Subscription for Norfolk Training & Support £184.10, BCKLWN Empty Dog Bins £570.96. <i>To receive update on financial position.</i> Copy of the monthly receipts and payments summary had been issued to all councillors prior to the meeting. No questions raised. <i>Agree bank reconciliation as of 31st March 2024.</i> Copy of the bank reconciliation as at the 31st March 2024 had been issued to all councillors prior to the meeting. Bank reconciliations for end of year 31st March 2024 had been agreed by Cllr. Giles. Query raised regarding £45 payment for an uncontested parish council election fee. Janet RFO agreed to look into this. <i>To Receive Update on Financial Position</i> Invoice from bus shelter issued but funds not yet received but expected shortly. Janet advised she had tried to remove previous clerk from the online banking but was unable to do this as it is believed this needs to be done by a Cllr. Cllr Laughton agreed to contact the bank to action this. Small overpayment made to Janet in error, to correct this Janet confirmed she would correct this in next month's standing order and pay tax quarterly to correct this. Clerk asked if she could purchase toner for her printer as this needs replacing and was informed to purchase this and then would be reimbursed in May. <i>Review of Budget & Analysis of Earmarked Reserves</i> Janet asked if Cllrs would like to transfer any funds from back account to reserve account now precept had been received. Cllrs agreed to transfer £20,000 to the reserve account. This was proposed by Cllr. Mole and seconded by Cllr. Laughton <i>To Consider Timescales For Access To Online Banking for the New Clerk.</i> Cllrs discussed the proposal of access for the new clerk to online banking. Cllrs agreed to allow clerk access immediately in addition to the clerk applying for a charge card. Cllr Laughton agreed to contact the bank to begin to arrange this. This was proposed by Cllr. Barley and seconded by Cllr. Giles
6.	To Approve Annual CIL (Community Infrastructure Levy) Report & Return Distributed prior to meeting. No objections or question raised. Signed by Cllr. Laughton and the Clerk.
7. 7.1	Reports Chairman's Report - Verbal: <i>Community Speed Watch.</i> Cllr Laughton handed out a copy to all councillors present of the Community Speed Watch return showing details of the sessions held to date including the number of vehicles reported.

7.2	Cllr Laughton confirmed a total of 70 people had been reported for speeding over 30 sessions. Cllr Laughton reported the data recorded by the SAM 2 unit was better, which tended to evidence the Community Speed Watch was having an impact. <i>Dog Fouling.</i> Cllr Laughton had received a request from a resident regarding improving dog fouling issue especially in the School Road area. Cllr Laughton confirmed he has purchased signs on lampposts to remind dog owners of their responsibilities.
7.3	<i>Swing Seat - Glebe Estate</i> Cllr Laughton thanks Cllr Mole and Cllr Hodgson for installing the swing seat and Cllr Giles was thanked for collecting this.
7.4	<i>Allotments</i> Cllr Laughton informed Cllrs of a request from the member of the public. He conformed he has provided the relevant information and is awaiting to hear from the member public if they are interested.
7.5	
7.6	<i>Clerk's Report:</i> Clerk provided the following updates: <i>Allotment Land - Dyke Clearance Work.</i> Appointed contractor has been contacted again to obtain public liability insurance so work can begin. Contractor confirmed they have insurance and will provide a copy in due course.
7.7	ACTION: Clerk
	<i>BT Box Repairs.</i> Handyman contacted to arrange for works to be completed. Handyman has not yet responded so clerk has stated she will make contact again to arrange for works to be undertaken.
7.8	ACTION: Clerk
	<i>Bus Shelter.</i> Cllr Laughton confirmed he has emptied the bins at the bus shelter on Lynn Road
7.9	
	<i>CCTV Cameras – Millennium Green Carpark.</i> Awaiting confirmation of start date, contractor proposed 25th April. Two 4G Sim Cards to be purchased, clerk awaiting clarification from contractor as to amount of data on cards. Clerk to chase so this doesn't delay works.
7.10	ACTION: Clerk
	<i>Site Meeting with Highways – Church Road/Station Road.</i> Clerk was still awaiting Highways to get back to her to organise a date for a site meeting to discuss possible new road markings/signage at the Church Road/Station Road junction. Highways to be chased if no response in 2 weeks.
7.11	ACTION: Clerk
	<i>Relocation of Pedestrian Access at the Millennium Green.</i> Highways have confirmed they are going to watch and wait regarding potential liability to pedestrians. Risk Assessment has been updated to reflect a medium high risk. Site visit arranged for 16th April with Clerk and Cllr Laughton to discuss way forward and consider options. Councillors accepted the offer from Cllr Barley to cut back the overhanging tree branches at the new entrance. This has been completed and Cllr Barley thanked for his work.
	ACTION: Clerk

7.12	ACTION: Cllr Laughton
	<i>Installation of New Noticeboard A47 Pullover Road at Eau Brink.</i> Clerk was still awaiting response from National Highways as to their requirements to install the new noticeboard on the verge in the bus stop layby on A47 Pullover Road. Clerk to chase as no response received.
7.13	ACTION: Clerk
	<i>Planning - Possible Breach of Planning Conditions Thriftfields Cotts Lane</i> Discharge of conditions noted. Cllr Laughton to investigate further and report finding to clerk.
7.14	ACTION: Cllr Laughton
	<i>Training</i> Clerk confirmed she has attended first training session and will attend 2 further sessions in due course.
7.15	<i>Wheelie Bin Store - Millennium Green</i> Cllr Laughton confirmed the wheelie bin store at the Millennium Green will be examined and probably replaced with the new one, with the help of Cllr Hodgson & Cllr Mole. Cllr Laughton confirmed this will be undertaken once the weather improves.
7.15	ACTION: Cllr Laughton <i>Borough Councillor's Report.</i> Cllr Bearshaw provided details and updates on the following: Transport bus representatives outlined spend of £44.5 million for infrastructure with 13 million allocated to Norfolk. Improvements may include A149 Bus Lane, improvement near Norfolk Lavender, Hunstanton transport hub refurbishment, improvements to Kings Lynn bus station, gold bus stops which will facilitate an app/QR code with live bus tracking. To improve service there may be an opportunity for Tilney All Saints to get a new bus stop however this would mean taking on maintenance of this which is approximately £200 per year. Cllr Bearshaw also spoke about Norwich leading the way with electric buses in relation to air quality management. Cllr Bearshaw reported on homelessness. A large increase has been seen in the number of people needing support with housing and a reduction in private rentals has made this more prominent. The proposal for a night shelter was not supported by the borough due to cost and they may look at a possible hostel as a solution to the high demand for housing.
7.16	<i>County Councillor's Report</i> Cllr Kirk reported issues with Electric buses in Norwich which has caught fire, he noted we are leading the way in the green agenda however this comes at a high financial cost. Cllr Kirk spoke about the Grimsby to Walpole powerline and that running this underground is preferred. This is also linked to Net Zero ambitions. The supply would be coming in from overseas but wouldn't directly benefit locals and that

	locals have reportedly shown their dissatisfaction around this. Cllr Kirk said he hopes to get a meeting with the energy secretary in the future. Cllr Kirk informed us of 2 local bus shelters which were vandalised in Walsoken and had to be repaired at a cost of £400. Cllr Kirk provided Cllrs with information on the new local's members fund to improve local infrastructure.
8.	Planning <i>Ref: 24/00516/O Outline Planning Permission With All Matters Reserved For 1 no. proposed detached dwelling at Land East of Ebenezer Cottages Pullover Road Eau Brink Tilney All Saints Norfolk.</i> The above application was discussed, and councillors agreed they had No Observations.
8.1	<i>Shayne 40 Church Road Tilney All Saints King's Lynn</i> <i>Norfolk PE34 4SW - Variation of Condition 2 of Planning Permission 22/00360/F: Extensions, internal alterations, and replacement roof covering</i> The above application was discussed, and councillors agreed they had No Observations.
9.	To Review and Approve Acceptance of New Lease for the Glebe Estate Playing Field. New lease not received prior to the meeting. Clerk agreed to chase and put on agenda for May. ACTION: Clerk
10.	Discuss Options to Create Pathway from Millennium Green Pedestrian Entrance to Lily's Play Area Entrance. Cllr's discussed putting paving slabs in to reduce mud being taken into the playground. It was agreed to arrange for the handyman to quote for this to be installed as a starting point. ACTION: Clerk
11.	To Agree Purchase of Replacement Dog Waste Bin Stickers Clerk provided report and 3 options. Cllrs agreed to purchase the red stickers for £5.99 including delivery. Cost to be covered from Repairs and maintenance. Clerk to purchase. Cllr Laughton agreed to install once arrived. It was by Proposed Cllr Laughton and seconded by Cllr Barley. ACTION: Clerk ACTION: Cllr Laughton
12.	Play Area and Goal Post Inspections Cllr Grange was not present to discuss but no issues reported to clerk to discuss.
13.	To Arrange Working Party to Rake and Re-distribute Gravel in the Millennium Green Car Park Cllr's discussed waiting arrange this until after the CCTV has been installed to assess the situation. It was suggested more gravel maybe required in addition to raking. Clerk to put on May agenda to report on how it is being used after CCTV installation. ACTION: Clerk
14.	To Update Millennium Green Risk Assessment Cllr Barley cut trees back and repaired fence as agreed and was thanked for his work.
14.1	

	Risk assessment of the fence at the old entrance to millennium green is now medium/high. Site visit arranged for 16th April with Clerk and Cllr Laughton to measure new fence to prevent safety issues in the future. ACTION: Clerk ACTION: Cllr Laughton
15.	Annual Review of Data Information Audit Cllrs requested amendment to policy – When tenancy of allotment ends ensure a site visit is carried out to ensure acceptable condition. Clerk to amend. Proposed by Cllr Giles and seconded by Cllr Barley ACTION: Clerk
16.	Annual Review of Reserves Policy Cllrs requested no change of policy required other than a date correction to be undertaken by the clerk. Proposed by Cllr Giles and seconded by Cllr Barley ACTION: Clerk
17.	To Approve Data Protection Impact Assessment (DPIA) for CCTV at Millennium Green Car Park No objections raised by Cllrs. Proposed Cllr Giles and seconded by Cllr Barley
18.	To Approve New CCTV Policy and Updated Data Protection Policy No objections raised. To complete on completion on CCTV installation. Proposed by Cllr Giles and seconded by Cllr Barley ACTION: Clerk
19.	Correspondence: To discuss any matters arising from the Correspondence Lists. Copies of the Correspondence Lists had been issued to all Councillors prior to the meeting. No questions were raised.

Next Parish Council meeting would be the meeting to be held on Thursday 9th May 2024 at 7pm in the Village Hall.
Meeting closed at 8.30pm
Total number of pages 6.