

HILGAY PARISH COUNCIL

Minutes of the Full Council Meeting

held on Thursday, 7th of July 2022 at 7.00pm in Hilgay Village Hall.

Present:

Councillors Cllr G Carter - Chair
 Cllr E Hall – Vice Chair (note taker)
 Cllr S Annan
 Cllr P Bates
 Cllr A Greening
 Cllr N Highnam
 Cllr P Mesher
 Cllr J Heatrick
 Cllr A Holmes KL&WNB Councillor

Member(s) of public 0

42/22 **Apologies for absence**

- There were apologies from Cllr Z Hipsey, Cllr P Carter, Cllr M Storey Norfolk County & KL&WNB, Councillor, Parish Clerk Mr D R Williams

43/22 **Declarations of interest (under the West Norfolk Borough Council Code of Conduct) and any requests for dispensation**

- None declared

44/22 **Approval of the minutes of the Council meeting**

- There were no minutes of the Council Meeting held Thursday, 9th of June 2022 as the Clerk was taken ill,
The Chairman Cllr Carter to sign the minutes for the record at the September meeting when minutes produced.

45/22 **Chairman's announcements and matters for consideration**

- The Chairman informed the meeting that the Gravediggers hut would be dismantled, and the bricks saved to hopefully use for the new building at the cost of £150. The area would be made safe. All metal and wood to be removed to appropriate places.

Proposed Cllr G Carter and Seconded by Cllr E Hall All agreed

46/22 **An open forum for Public Participation**

(15 mins – 3 mins per person max): an opportunity to hear from members of the Public, Borough Councillors, and County Councillors.

- The Chairman closed the meeting at 19:15pm for the public participation County / Borough Councillors to give reports.
- Cllr A Holmes KL&WNB Councillor addressed the meeting giving an update on the King's Lynn festival two which was going ahead for the first time in 3 years. All residents who were entitled to the £150 rate rebate had received it or were going to receive it.

47/22 **Maintenance Officer's report**

- The Councillors had received all the reports from the previous month prior to the meeting and there were no questions from Councillors.
- It was noted that the work had not been started on the playing field equipment yet. This was on going.
- The portable toilet on the River field is still without hand sanitizer and was in a mess.
- The location of the new rubbish bins was established, and areas would be marked.
- Dog Bin in TMB to be relocated to Bridge Farm Road and Borough Council to be Informed to be put on the emptying rota. Discussion took place to establish what can be put in place in the case of an emergency if the Maintenance Officer is taken ill and in a remote area. To refer to the Lone Worker Policy. The Chairman suggested the maintenance Officer to think about it and report back any ideas to the Parish Council.
- Other options for toilet provision were discussed.

Nothing further to report, the Maintenance Officer left the meeting.

48/22 **Updates from working parties**

- **Finance:** Clerk to present June / July / August payments at the next meeting.
- **Planning:** Cllr e Hall raised Old Pumphouse, Ten Mile Bank - Discussion concerning space for additional parking.
- **Allotments:** Cllr E Hall One plot was noted as becoming overgrown, but we were informed the tenant had been unwell. Cllr Hall had reported online that the stile on the East End to Hubbard's Drove footpath was rotting and becoming unsafe with vegetation overgrowing.
- **Footpaths:** Cllr Hall stated no observations had been reported.
- **Communications:** Cllr Highnam reported Riverside News to be produced by end of July
- **Asset Register.** Cllr Greening - ongoing

49/22 Planning Items

(a) To receive results on decisions None

(b) To discuss applications received: Old Pumphouse, Ten Mile Bank - Discussion concerning space for additional parking.

50/22 Finance: To approve payment of accounts for March 2022

- To approve payments as per schedule presented. That the payment of bills was approved in accordance with the schedule and the receipts are noted. Also, the Clerks' Manual published by the Society of Local Council clerks had been approved for purchase.

Date	Payee	Description	Transaction	Net £	VAT £	Gross £	Receipt £
01.07.2022	K&M Lighting	Street lighting maintenance invoice No 6916	BACS	37.5	7.5	45	0
01.07.2022	Holly Landscapes	May 22 Invoice 4787	BACS	152.15	30.43	182.58	0
01.07.2022	Downham Building supplies	invoice 217430	BACS	8.71	2.18	10.89	0
05.07.2022	Colin Wills	Wage and expenses for June 2022	BACS	0	0	542.94	0
05.07.2022	David Williams	Clerks Wage and expenses for June 2022	BACS	0	0	364.48	0
05.07.2022	Coates Business	invoice no 4444	#REF!	47.52	11.88	59.4	0
05.07.2022	D Nicholls	Pole for Jubilee	BACS	10.4	2.6	13	0
07.07.2022	Npower	Electricity Invoice	DD	135.13	6.76	141.89	0
08.07.2022	ICO	Information Commission Office yearly	DD	0	0	35	0
11.07.2022	SLCC	Clerks' manual	BACS	51.5	0.8	52.3	0
11.07.2022	PayPal Ely Page	dual sim Samsung phone	BACS / PayPal D Williams	120	0	120	0
15.07.2022	Norfolk County Council	Silver band Room Rent	DD	0	0	91.5	0
22.07.2022	Ivett & Reed Ltd	Fees for Oakham	BACS	0	0	0	21
26.07.2022	Anglian Water	1013358 DDR	DD	0	0	39.03	0
26.07.2022	HMRC	531PR001454262303 6April to 5 July Q1	BACS	0	0	497.2	0
28.07.2022	Hilgay Silver Band	payment for band room rental	cheque	0	0	0	456.25
Totals for 01.07.2022 to 31.07.2022 no outstanding invoices				562.91	62.15	2195.21	477.25

Proposed Cllr P Mesher Seconded Cllr N Highnam All present agreed

51/22 To discuss highways issues

- Cllr Highnam concerned about the condition of footpath opposite the Rose and Crown Public House. The Chair to speak to Cllr Storey regarding budget for this.

52/22 Discuss Parish Common land and update on the Ten Mile Bank playing field.

- No meeting has been arranged yet with the Diocese regarding Playing field at Ten Mile Bank. Letter to be sent to new owners of Woodhall to invite them to meet the Parish Council.

53/22 To receive any Councillors issues and /or village matters

- Cllr S Annan would like to plant trees on Common Land and also suggested behind the Wildflower Meadow and the Village Green. Suggested an article in Riverside News about where to purchase trees. Cllr Annan concerned about lack of parking areas in Hilgay.
- Cllr P Mesher suggested an Electric hook up point in the village.
- Cllr E Hall suggested the placing of an owl box on the Jubilee beacon pole. It was felt that the beacon may be used again in the future and the pole may not be wide enough.
- Cllr N Highnam had concerns about the height of the SAM 2.
- Cllr E Hall It was noted that a Boat in poor condition had been left moored by the river field.
- Cllr P Bates Several cars are being parked on the road by the War Memorial making the access to this very difficult. Enquiries will be made to establish the owners.
- The retiring of Mr Ali Dent was discussed and what the closing of the shop would mean to the village. All Cllrs agreed that the village shop had served us well especially during the Covid Pandemic.
- Cllr Highnam felt the plaque that was presented to the village to recognise how communities worked together during the pandemic should be moved from by the allotment entrance and placed outside the Village Shop.

54/22 Agenda items for the next meeting

- Sign for Playing Field
- Parish Council Vacancies
- TMB Churchyard
- Cutting of Wildflower Meadow
- Grit Bins TMB
- Riverside News
- Rangers visit
- Cemetery Fees
- Playing Fields Repairs

55/22 The next meeting will be on

Thursday the 1st of September 2022 at Hilgay Village Hall starting at 7pm.

56/22 Exclusion of Press and Public – To consider resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted.

The Chair sought proposer and seconder to exclude the press & public. Proposed funding to be discussed.

Proposed Cllr Heatrick and Seconded by Cllr P Mesher.

- After much discussion, it was decided that in the circumstances with the ongoing uncertainty about TMB playing Field that the PC delay applying for Grants for play equipment until we have some answers on the ownership of the land. It was felt unwise to spend money on play equipment to be put on this land until ownership is established.

Proposed by Cllr S Annan and Seconded by Cllr E Hall All present agreed.

The meeting closed 21:09pm