

TIMBERLAND AND THORPE TILNEY

PARISH COUNCIL MEETING

These are the **Minutes** of the Parish Meeting.

Wednesday 15th September 2021 at 7.00pm. Timberland Methodist Chapel

Meeting Recorded for minute purposes.

Those present:

Parish Councillors: Stirling, Kornat, Audis, Sharplin, Sharman, Slater, Lenton, County Councillor Kendrick and the Clerk.

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies

District Cllr. Ogden.

3. Minutes from the meeting held on 11th August 2021

Agreed as correct

Proposed: Cllr. Slater Seconded: Cllr. Kornat

All Agreed

4. County Councillor Remarks

The monthly update has been sent out and is available on request from the Clerk.

Cllr. Kendrick confirmed that he had submitted the bid for the 'voluntary' project offer and will get back to the Council as soon as possible.

Additional money has been found for roadworks including the minor roads.

Potholes continue to cause concern and it hoped the new machine will make it easier to ensure longer lasting repair.

Cllr. Lenton raised a question about the progress of the tree planting initiative

Agreed: Cllr Kendrick to report back on this.

5. Planning

No new applications have been received.

Cllr. Sharman raised the ongoing concern about the pipe infrastructure.

Agreed: Clerk to contact Anglian Water and request full diagram for the whole Parish after reviewing the drainage documents on planning online.

Clerk to contact LALC to enquire whether other Councils have had similar issues and what, if any, action has been taken.

6. Highways

It was noted the attractive box donated by a parishioner has been placed near the village sign and was much appreciated.

Potholes continue to cause concern.

Thorpe Tilney Hedge has still not been cut and continues to create a hazard.

Parking on West Street

Reduced speed limit on B1189 near Thorpe Tilney.

Dangerous junction due to High Hedge

Agreed: Clerk to mention to the Parishioner about parking too near the corner which restricts visibility for drivers onto West Street.

Clerk to remind Cllr. Kendrick by email to follow up progress on the Thorpe Tilney junction with Highways Officer.

Cllr. Kendrick to continue to raise concerns of the condition of Fen Road and request resurfacing.

Cllr. Kendrick to raise concerns about the edges of the newly surfaced road between Timberland Junction and Kirkby Green as raised by Cllr. Audis.

Clerk to send email to Cllr. Kendrick about the safety fencing which needs repair.

Councillors and Parishioners to continue to use Fixmystreet to report all issues raised.

It was confirmed that the speed limit has now been reduced on the B1189 near Thorpe Tilney.

7. Parish Items

7.1 Community Market

The next community market will be held on the 23rd of September 10am-12pm in the Timberland Methodist Chapel, refreshments will be served.

7.2 Timberland Green

7.2.1 Mole Traps

An in-depth discussion took place including an update on progress so far and the issues raised over the last four weeks. This discussion included the agreement that the safety of parishioners, animals, Councillors, and volunteers will always be a priority. Any action taken in the future will reflect the agreed risk assessment and agreed SOPs (Standard Operating Procedures) prepared by the Clerk and Parish Councillors.

Clarification was given that any decisions made on behalf the Council must be agreed by the full council in meetings and in very exceptional circumstances through all Councillors via email.

Agreed: Cllr. Audis to continue laying the traps in accordance with the risk assessment and SOPs.

All Councillors agreed for Cllr. Slater to update the SOPs to clarify that the traps are to be checked at least once per week by a Councillor and /or other person able to do this if Cllrs. Audis and Stirling are not available. If no one is able/available to check the traps for any reason over a period of time, the traps will be lifted.

Cllr. Audis to purchase 5 traps up to the value of £25.

Proposed: Cllr. Slater Seconded: Cllr. Lenton

All Agreed

7.2.2 Timberland Green Shed

Agreed: The condition of the shed to be monitored. It will be used for storage throughout the winter period and risk assessed in Spring 2022.

Clerk to contact Dyson to request funding for a new shed.

7.2.3 Mower

Agreed: Repairs to be undertaken, when necessary, after the quote has been obtained from the company who undertake the servicing of the mower. This quote will then be forwarded to the full council.

7.3 Grounds Maintenance

Cllr. Audis continues to maintain the Green and the Bayfield Corner.

7.4 Family Fun Day

Agreed: Sub-group consisting of Cllrs. Stirling, Kornat and Sharplin to meet to plan next year's event and to look at financial support from other sponsors.

7.5 Village Hall

The work is almost complete on the village hall and the update has been sent to the full council. The Grand Opening is planned for Saturday 20th November 2021.

It was confirmed that the joiner who had offered to make the noticeboards is not able to do this now.

A general discussion took place regarding financial support for the village hall from the Parish Council CIL monies (Community Infrastructure Levy).

Agreed: Clerk to forward the update about the email village hall to Cllr. Kendrick.

Cllr. Kornat to forward initial noticeboards sketches to Cllr. Stirling to enable him to get another quote.

The Parish Council to donate the remaining CIL money of £295.28 to the village hall.

Proposed: Cllr. Sharman Seconded: Cllr. Audis

All agreed

7.6 Notice Board

Already discussed

7.7 Footpaths

The Clerk updated the Council on the response from Highways and Cllr. Stirling proposed the possible development of the wood with footpath to create a picnic area.

Agreed: The Clerk and Cllr. Lenton to investigate the proposal for a new footpath and create the map as requested by the Highways Officer.

Clerk to contact Field Estates to ask whether it is possible to develop a picnic space in the wood.

7.8 Flood Wardens

The parishioner Volunteer Flood Warden has now resigned.

Agreed: Clerk to contact the Parishioner who manages Facebook social media to advertise for volunteer flood wardens for the Parish.

7.9 Defib/telephone Box

This has now been painted and is looking good

8. Clerk's Update

8. Finance

8.1 Cheques for payment from the last meeting:

100727	59.11	Litter Picker
100728	432.52	Clerk Salary and Expenses
100729	82.20	ROSPA Inspection
100730	117.07	HMRC
100731	400.00	Painting of Phone Box
100732	28.00	Room Rental Methodist
100733	100.00	Petty Cash
100734	82.20	Charles Hill – Repairs to mower

Proposed: Cllr. Audis

Seconded: Cllr. Slater

All Agreed

8.1.2 Bank Statement Balances

Balance to 20.07.21

Community Ac	9162.50
Business	1963.68
Unpresented cheques	0.0

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Planned Exp	4779.52
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Estimated Income	364.00
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Balance	6710.66
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8.2 Correspondence/communications

8.2.1 Dog Poo complaint

A parishioner contacted the Clerk complaining about the fouling. The clerk informed the parishioner of action to date and the link on the Council website.

8.2.2 Parking near the Green

Concerns have been raised by a parishioner, but this seems to not be a problem now.

8.3 Bank Account Update

Cllr. Sharman has contacted the bank and online banking should be possible in time for the next meeting.

The Bank no longer automatically issue new cheque books. Requests now need to be requested online.

8.4 Councillor Training

It was confirmed that all Councillors at some stage undertake the introductory Training.

Cllr. Lenton has met with the Clerk under governance procedures to review the accounts to date and compare/explain the projected balances for March 31st, 2022. The Clerk is able to meet with any Councillor at any point to ensure that there is a clear understanding of the financial situation. The precept has not been increased for many years and the surplus has gradually been depleted.

Agreed: Clerk to highlight future training offered by LALC and forward to the full council.

All requests made to the Clerk from individual Councillors must be copied into the full council to ensure everyone is aware of individual requests.

All Councillors to respond, in future, to draft documents sent out by the Clerk or individual Councillors unless otherwise agreed.

Cllrs. Audis, Sharman, Slater, and the Clerk to meet as planned before the November meeting to review a request for an increase in the precept based on the current finance.

9. Agenda Items for the Next Meeting

Timberland Bowling Green

Agreed: Discussions to begin with landowner to possible develop this again. Cllr. Stirling to investigate this with a view to inviting the landowner to meet with a representative group of Councillors.

Next Meeting:

**Wednesday 17th November 2021 7pm
Timberland Village Hall**

10.12pm Meeting closed.