

**BOUGHTON PARISH COUNCIL MEETING MINUTES**

**HELD: 15<sup>th</sup> JULY 2016 AT 7:30PM**

**VENUE: ALL SAINTS, BOUGHTON**

Present:	The Chairman	Cllr Tom E Roberts
	Councillors	Cllr Andy S Beeston
		Cllr David Cooper
		Cllr Mark Pogmore
	Parish Clerk	Carole Edwards
	Members of the public	1

**1. Apologies**

Apologies were received from Cllr Ian Davis (family commitment) and Borough Cllr Colin Sampson.

The apologies were accepted.

**2. To receive declarations of interest**

Cllr Pogmore declared an interest in item 8 – Planning.

**3. Minutes of meeting held on Friday, 22<sup>nd</sup> April 2016**

*Proposed by Cllr Pogmore*

*Seconded by Cllr Cooper*

*'That the minutes of the Boughton Parish Council meeting held on Friday, 22<sup>nd</sup> April 2016 (pages 63 to 70) be accepted as a true and accurate record.'*

*All in favour.*

**4. Matters arising**

New councillors – The clerk confirmed that all of the relevant notices had been posted. To date there had been no applications received.

**5. Correspondence**

The Clerk attended a recent talk on devolution, given by the Borough Council of King's Lynn & West Norfolk. Slides from the talk had been received and circulated to members.

The clerk asked the council to consider where it would like to display the HM Queen Elizabeth II's 90<sup>th</sup> Birthday coin received as a gift from Tower Mint Ltd.

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**6. Chairman's report**

*Most matters are dealt with under individual agenda items. However there are two matters worth particular mention:*

*Firstly I attended a recent SNAP meeting at Downham Market. Interestingly the Police had no particular crime trends to report on. I got the impression that the Police are quite stretched. However a number of other village representatives commented on speeding problems. I noted that we still had some speeding vehicles passing through Boughton and asked if there could be further / regular patrols. Since the SNAP meeting I have seen a number of Police patrol vehicles passing through Boughton – hopefully they will continue showing their presence.*

*Secondly the invaluable work done by David (Golly) Cooper and Andy Beeston in maintaining the village green and playground to an absolutely first rate standard. An excellent job.*

**7. Clerks expenses**

The clerk does not currently receive a salary or expenses for carrying out the role. After discussion about expenses and about employing the clerk on a formal basis, it was agreed that the Chairman, Cllr Roberts will approach the National Association of Local Councils (NALC) for advice regarding the correct process to follow.

*Proposed by Cllr Beeston*

*Seconded by Cllr Cooper*

*‘To formally employ and pay a salary to the clerk in accordance with advice received from NALC.’*

*All in favour.*

**8. Reports from Councillors**

**Communications – Cllr Davis**

On behalf of Cllr Davis, The Chairman, Cllr Roberts confirmed that there was no report.

**Fen report – Cllr Pogmore**

*The past few months have seen very unseasonable weather, with unprecedented volumes of rainfall. June alone saw more than double the average rainfall for the month, with the earlier part of the spring having over forty percent more than usual.*

*This has caused very wet conditions everywhere, making it difficult for our contractor to complete the second cut of the wildlife walk. High winds have also caused some tree damage close to the road, which was dealt with by David Cooper and Ian Davis.*

*TD*  
*21/10/2016*

*The local moth group has visited the fen recently, and conducted a nocturnal moth survey. They hope to let us have a copy of their findings when they are complete.*

*As always, this is a quiet time of the year for us, as breeding birds need to be left undisturbed.*

**Financial report – Cllr Roberts (Responsible Financial Officer)**

- I. Main PC Account: Bank Balance at 24 June 2016 = £5245.63.
- II. Income since last statement: VAT refund £780.31; Playground £168.29.
- III. Total in bank (1 + 2) estimated at: £6194.23
- IV. Budgeted expenditure to come: £1469.59 + Transfer to fen a/c of Fen portion of VAT refund: £478.83. Gives Total planned outgoings of: £1948.42;
- V. Current a/c less all planned outgoings (3 – 4) leaves £4245.81; Less a ring fenced amount of circa £2200.00 for the playground – Balance £2046.81.
- VI. PLUS reserves in PC Savings A/C: £1870.00; Total estimated reserve (5 + 6) = £3916.81

**Highways report – Cllr Roberts**

Speeding remains a concern for residents in the village. Boughton Parish Council will continue to do all it can to tackle the problem.

**Planning report – Cllr Roberts**

Cllr Pogmore had declared an interest in this item and did not take part in the discussions or voting.

Ref No: 16/01175/F      Location: Hall Farm Cottage, Mill Hill Road, Boughton  
Details: External wall insulation and render facing to exposed original cottage walls.

*Proposed by The Chairman, Cllr Roberts*

*Seconded by Cllr Cooper*

*'No observations.'*

*All in favour.*

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21/10/2016*

RefNo: 16/01218/F      Location: Horsemans Cottage, Mill Hill Road, Boughton  
Details: Construction of a single storey rear extension following removal of existing conservatory.

***Proposed by Cllr Beeston***

***Seconded by Cllr Cooper***

***'No observations.'***

**Playground report – Cllr Beeston**

*The annual inspection was carried out on the 5th May. Any problems were either in the "very low risk" or "low risk" levels, and most areas have been dealt with or being monitored as suggested. One of the curious suggestions was that we remove the anti-bird devices (spikes over the swing seats), as they do not recommend their use! Perhaps they prefer to let children sit on pigeon soiled seats!!*

*As mentioned in my last report, the playground committee was involved with the Open Gardens Day. Unfortunately, this did not encourage more families to visit the gardens of Boughton, and only a few children actually went round the village.*

*On a pleasant day in July, the Fen Walk was enjoyed by a few families, with the guidance of Paul Smith, who gave an extremely educational introduction to the Fen. The children stamped their cards as they progressed round the circular walk, with the highlight of Paul spotting a Privet Hawk-moth, resting at the base of the electric pole along the river bank.*

*My thanks go to the residents who turned out to help erect and take down the marquee by the Fen, and also to Will Chapman for preparing the parking area and allowing us to pitch the marquee on the headland.*

*Future fund raising events include the Children's Flamenco Workshop on Sat 13th of August, 12.30-3.30pm here in the church. We hopefully will again deliver bagged FYM to surrounding gardens as last year. This has proved to be a useful fund raiser in the past.*

*Finally, Frank Reid has decided to relinquish the grass cutting duties due to health reasons. I am receiving continued tuition in the art of perfecting the cut to ensure the area is kept up to his high standards. I think it would be appropriate to send a letter of thanks to Frank for his continued support over many years. I'm sure he will still continue to monitor my progress for many more years!!*

The Chairman, Cllr Roberts volunteered to write a letters of thanks to Mr Frank Reid and other helpers.

Cllr Beeston was asked if there was any expenditure anticipated on the playground in the next 12 months. There was no expenditure of any significance expected in the foreseeable future

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21/10/2016*

**Public footpaths and signage – Cllr Cooper**

Norfolk County Council had cut the footpaths last week.

**Village assets – Cllr Cooper**

The asset list had been reviewed and the laminator, plus A4 and A5 laminator pouches were to be added to it. It was noted that the laminator cable would need to be PAT tested every year. Cllr Cooper agreed to arrange for this year's test to be carried out as soon as possible.

**9. Consideration of applications for membership of the Fen Committee**

There were two applicants; Mr Andrew Faherty and Mr Alan Pickering. The Chairman, Cllr Roberts thanked them both for their applications.

*Proposed by Cllr Beeston          Seconded by Cllr Pogmore*

*'That Mr Andrew Faherty joins the Boughton Fen Committee.'*

*All in favour.*

**10. Trees on the village green – replacements trees for the old Horse Chestnut tree site and for the Crab Apple tree, trimming of the Copper Beech**

The tree specialist at the Borough Council of King's Lynn & West Norfolk, Mr Richard Fisher had advised that a new flowering tree should be planted on the old Horse Chestnut tree site. Mr Fisher confirmed that this can wait until the best time of year, October, as the old tree has already been removed. The Crab Apple tree also required replacing.

*Proposed by Pogmore    Seconded by Cllr Beeston*

*'To replace the old Horse Chestnut and Crab Apple trees with a Rowan and a Hawthorn.'*

*All in favour.*

Cllr Cooper agreed to speak to Mr Frank Reid and ask him to choose which of the two trees is planted near to his house.

The Chairman, Cllr Roberts will obtain three quotes to supply and plant the trees.

A letter dated 30<sup>th</sup> June 2016 had been received from Norfolk County Council Community and Environmental Services regarding a tree overhanging the highway around the pond. This was subsequently identified as the Copper Beech. Under the Highways Act 1980 Section 154, the tree must be trimmed back to the property boundary line within 21 days of the date of the letter. As the landowner, Boughton Parish Council is responsible for carrying out this work.

The Borough Council of King's Lynn & West Norfolk Planning Department has confirmed that an "Application for Tree Works" form must be submitted and permission to go ahead must be given before works can be carried out. Norfolk County Council have confirmed that, as long as the process is underway, i.e. the application form has been submitted, then the council can go beyond the 21 days as stated in their letter before carrying out the works. The Chairman, Cllr Roberts will obtain quotes for the work.

**11. Reports from visiting officers – County and Borough**

There were no reports as the Borough and County Councillors were not at the meeting.

**12. Public questions**

There were no questions from members of the public.

**13. Date of next meeting**

The next meeting is currently set for Friday, 28<sup>th</sup> October 2016 and will be held at All Saints Church, Boughton at 7pm.

The Chairman thanked everyone for attending and closed the meeting at 8.36pm

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21/10/2016