



WALPOLE CROSS KEYS PARISH COUNCIL

Chair: Nick Dyble

Clerk: Caroline Boyden

MINUTES OF AN ORDINARY MEETING OF WALPOLE CROSS KEYS PARISH COUNCIL HELD ON TUESDAY THE 19th OF SEPTEMBER 2023 FROM 7.00PM AT JEPHSON HALL

PRESENT: Cllr Trevor Roberts (TR) Chair), Cllr R Dyble, Cllr G. Coates(GC),
Cllr R White (RW), Cllr G Roberts (GR) and Cllr A. Sylvester (AS)
County Councillor Julian Kirk.

No members of the public were in attendance.

Open Session for Parishioners Questions – no questions

1. **WELCOME** – a formal welcome was given by the Vice Chair, Cllr T. Roberts
Best wishes to Caroline and condolences.
2. **APOLOGIES FOR ABSENCE**
Cllr N Dyble– holiday, Cllr Squire – family illness, Parish Clerk – family bereavement
3. **COUNCILLORS DECLARATIONS OF INTEREST – none**
4. **MINUTES**
To approve the meeting minutes from the 18th of July 2023 proposed GR, seconded RW and
unanimously accepted by all present at that meeting.
5. **MATTERS ARISING:**
 - a. Neighbourhood Plan (NDP) review – The clerk’s notes updated Council regarding Cllr Nick Dyble and
clerk attending a recent online meeting with Collective Community to discuss the next steps and that
funding has been requested for this year.
 - b. Highways meeting update – Discussion regarding the hedgerow cutting not taking place – Little Holme
Road etc.
 - c. New SAM unit for Market Lane – deferred to October meeting
 - d. Donation and order of bird boxes – TR advised on the costs of £10 per box and £130 for the owl box
involved and will distribute the boxes to all who requested them.
 - e. White Gates –To be carried forward but to be purchased asap as approved at the July meeting. Just
waiting approval from Highways for the locations. ACTION Clerk
6. **Chairmans Report: - deferred to October meeting.**

Clerks Report:

All policies and procedures have been checked and dated on the website.

Website – clerk looking to add a “news section” to the home page to include planning and highways
notifications.

Clerk attended an online meeting regarding the proposed amendments to the planning process –
more details to follow.

7. COUNTY AND BOROUGH COUNCILLORS' REPORTS:

Cllrs Squires: No report received.

Cllr Kunes – No report received again.

Cllr Kirk: requested the costs for the bus shelter to be send to him for payment. Borough Councillors now have funds available for small projects.

Clerk to look at sourcing bus shelter rails for seating – proposed GR, seconded RD and all in favour. ACTION Clerk

Council requested that the Clerk writes to Cllrs Squire and Kunes regarding reports and to check when Cllr Kunes last attended a meeting. ACTION Clerk

8. FINANCE:

a. Approve the bank reconciliation and payments/receipts for July & August - £ 44,523.30 in the bank accounts. Proposed GR, seconded RW and all in favour.

b. To approve payments, to date, for July & August – proposed GR, seconded RW and all in favour.

9. PLANNING MATTERS:

a. New applications: **Ref 23/-1510/F** retrospective planning for storage shed and dock next to/on existing wildlife pond at agricultural building SE of Bradford House, Bustards Lane – “no observations to be made”. ACTION Clerk

b. Decisions: None

c. No current appeals or enforcements.

10. CORRESPONDENCE AND COMMUNICATIONS:

a. Local plan update as per email sent.

b. No update from Royal Mail re the missing letter boxes. Clerk to contact again. ACTION Clerk

11. To discuss Highways, Crime, Environment and Gardens

a. Clerk to report the overgrowth on pavements etc., on the Hankinson Estate to the Rangers

c. Clerk to contact the “mower man” regarding jobs that require attention including pruning. Ask him to contact GC & RD . ACTION Clerk

12. REPRESENTATIVES REPORTS

None.

16. ITEMS FOR NEXT MEETING AGENDA:

- Neighbourhood Plan –review
- Highways /IDB meeting update
- Request beat police contact to attend the next meeting

17. DATE OF NEXT MEETING- 17th of October 2023 from 7.00pm.

The meeting closed at 20.20 pm

WALPOLE CROSS KEYS PARISH COUNCIL PAYMENTS FOR AUGUST 23

Salary	£ 336.16	Standing Order
HMRC	£ 70.00	Standing Order
Walpole Mowing Man	£ 60.00	Standing Order
Clerk Expenses July	£ 47.95	
SSE electricity	£ 41.21	Direct Debit
ECS Cloud storage	£ 16.50	Direct Debit

WALPOLE CROSS KEYS PARISH COUNCIL PAYMENTS FOR SEPTEMBER 23

Salary -clerk	£ 336.16	Standing Order
HMRC	£ 70.00	Standing Order
Walpole Mowing Man	£ 60.00	Standing Order
ECS SharePoint	£ 16.50	Direct Debit