



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 13TH OF DECEMBER 2023 FROM 7.00PM AT JEPHSON HALL

PRESENT: Cllr R Dyble, Cllr G. Coates(GC), Cllr R White (RW), Cllr A Sylvester and Cllr Trevor Roberts (TR) and the parish clerk.

3 members of the public were in attendance. The Vice Chair, Trevor Roberts was appointed Chair for this meeting due to the Chair being ill – all in favour.

Open Session for Parishioners Questions: –

Complaints raised regarding the work that has started on the former onion factory with a number of vehicles and diggers on site. Tree clearance has started, and the contractors are parking along Sutton Road causing traffic issues. Emails have been sent to the planning office, parish councillors and county Councillor Kirk.

The Parish Council's conditions of support from August 23 were read out and the clerk to contact the planning officer tomorrow and advise.

1. **WELCOME** – a formal welcome was given by the Chairman
2. **APOLOGIES FOR ABSENCE**
Cllrs Dyble, Kirk, and Squire.
3. **COUNCILLORS DECLARATIONS OF INTEREST – none**
4. **MINUTES**
To approve the meeting minutes from the 21st November 2023 proposed RD, seconded RW and unanimously accepted by all present at that meeting.
5. **MATTERS ARISING:**
 - a. Neighbourhood Plan (NDP) review – Clerk advised that a public meeting will be held in February 2024 and further information to follow.
 - b. Highways meeting update – covered under Chairman's Report
 - b. "White" Gates – clerk had advised that the order has been delivered to Highways and had been given an installation date of Jan/Feb 2024.
 - c. Biodiversity Policy, Bird boxes and Hedgehog Highway –Clerk had received the costs for the bird and owl boxes totalling £400. This was approved by all. TR will distribute. It was agreed that the clerk work on the Biodiversity Policy including the bird boxes and the Hedgehog Highway Project. It was agreed by all to go ahead with the purchase of 50 kits. Both proposed TR, seconded by RW.
6. **Chairmans Report:** to be deferred to next meeting.
Clerks Report: Attended a meeting yesterday for the Local Council Award Scheme and suggested that we go ahead with the foundation award. Proposed TR, seconded RD and all in favour. Defibrillator guardianship has been transferred to Janet Luck from the Walpoles.

Received a call from NCC regarding the school flashing lights reported as not working. Will follow up. Received an email regarding researching into WWI and WWII fallen from the parish – they will forward any stories that come from their research.

7. COUNTY AND BOROUGH COUNCILLORS' REPORTS:

Cllr Kirk: sent details of the NCC acceptance of the devolution deal.
Nothing from Cllrs Kunes & Squire

8. FINANCE:

- a. Approve the bank reconciliation and payments/receipts for November - £ 52,999.17 in the bank accounts to the 30th of November. Proposed GC, seconded RW and all in favour.
- b. To approve payments, to date, for December– proposed GC, seconded RW and all in favour.
- c. To discuss the first draft of the budget for 2024/25 – this was discussed and to be approved at the January meeting. A precept of 10% was suggested.

9. PLANNING MATTERS:

- a. New applications: (received after the agenda was produced):
Ref 23/01127/RMM – Reserved matters for 16 dwellings at site SE of 21 Sutton Road. This is for the change of houses layout only, to be slightly repositioned to stop directly looking into opposite property. Support for this layout change only, proposed RD, seconded AS and all in favour with RW abstaining.
- b. Decisions: None

10. CORRESPONDENCE AND COMMUNICATIONS:

- a. Cycle Storage offer – unfortunately nowhere to place one.
- b. Defib guardianship – under clerks report.
- c. CIL fund – funding applications from 1st of January 2024.
- d. Training – as per information sent out by the clerk. RD requested the planning sessions.

11. To discuss Highways, Crime, Environment and Gardens

- a. Highways – nothing new to report
- b. No crimes reported
- c. Environmental – the biodiversity policy will include this.
- d. People are still driving on the grass at the Millenium Garden and the plants have been destroyed. Agree that the posts to be used. The Christmas tree was welcomed.

12. REPRESENTATIVES REPORTS

None.

13. ITEMS FOR NEXT MEETING AGENDA:

- Neighbourhood Plan – meeting update
- Biodiversity Project
- Draft budget 24/25

DATE OF NEXT MEETING will be on the 16th of January 2024 from 7.00pm.

The meeting closed at 20.25 pm

WALPOLE CROSS KEYS PARISH COUNCIL PAYMENTS FOR DECEMBER 23

Salary	£	336.16	Standing Order
HMRC	£	70.00	Standing Order
Walpole Mowing Man	£	60.00	Standing Order
ECS SharePoint	£	16.50	Direct Debit
SSE	£	45.21	Direct Debit
Clerk Expenses November	£	20.00	
WIX website Domain	£	12.46	Paid by clerk
WIX annual plan	£	93.60	Paid by clerk
Hedgehog Highway	£	157.50	
Julian Moulton (bird boxes)	£	400.00	

NDP PAYMENTS:

CCP £ 1200

Signature

Date