



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 21st OF NOVEMBER 2023 FROM 7.00PM AT JEPHSON HALL

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

Two members of the public were in attendance.

Open Session for Parishioners Questions: –

It was mentioned that the footpath along Sutton Rd still needs to be sided back. ND said this has been reported to the Rangers, but they have not done it yet. The school flashing signs have been tried but could not be made to work. ND will investigate.

Brian Coates gave a short presentation on a new organisation – Local Independent Falls Team (LIFT). The local team covers the villages along the A17 (Clenchwarton, Terrington St Clements and Walpole Cross Keys). They will respond to calls from anyone that has had a fall, assess them, and supply skills and equipment to lift them if safe to do so. The organisation holds meetings in Clenchwarton and is still being developed. Information will be sent to us.

1. **WELCOME** – a formal welcome was given by the Chairman

2. **APOLOGIES FOR ABSENCE**
Cllr Sylvester and Parish Clerk.

3. **COUNCILLORS DECLARATIONS OF INTEREST** – none

4. **MINUTES**

To approve the meeting minutes from the 17th of October 2023 proposed GR, seconded RW and unanimously accepted by all present at that meeting.

5. **MATTERS ARISING:**

- a. Neighbourhood Plan (NDP) review – ND advised that the first draft plan has now been produced and a meeting with Collective Community Planning is required to cover the plan in detail. This will be followed by a meeting for the village to attend. and the clerk had an online meeting last week with Collective Community and a document is being produced to start the draft plan. A separate meeting is required.
- b. Highways meeting update – covered under Chairman's Report
- c. New SAM unit for Market Lane – agreed at the October meeting.
- d. "White" Gates – clerk had advised that the order has been delivered to Highways and NCC 50:50 will fund the installation of approximately £1.3k.
- e. Bird boxes – TR has contacted the supplier who will provide an invoice and when paid, supply the boxes. TR will distribute.

6. Chairmans Report:

Highways – ND will contact Andy and Jason at Highways, (cc. JK) and request a meeting at the Saddlebow Depot. This meeting will include all the outstanding highways issues plus the new ones that are now appearing, locations on Market Lane for the new SAM unit and the installation of the gates.

SAM – date from the one sign located at Sutton Road is available but the other unit still has problems. ND has contacted Westcotec again and will take the sign in for repair at Dereham.

Bus Shelter Repair – the repairs are scheduled for completion on the 29th of November and an invoice will be sent to JK

7. COUNTY AND BOROUGH COUNCILLORS' REPORTS:

Cllr Kirk: Local groups and organisations can apply for a Councillor Community Grant from £30 to £1000. He will fund the new SAM unit is invoiced after April and expecting the Bus Shelter Repair invoice asap.

There is a Warm Hub grant available should the village need it this winter.

8. FINANCE:

- a. Approve the bank reconciliation and payments/receipts for September - £ 53,526.74 in the bank accounts to the 31st of October. (£10k grant for NDP) Proposed GC, seconded RW and all in favour.

The request for the interest received on the CIL account to be moved to the savings account will take place following November month end closure. ACTION Clerk

- b. To approve payments, to date, for November– proposed GC, seconded RW and all in favour.
- c. To discuss the first draft of the budget for 2024/25 – clerk to send out for December meeting,

9. PLANNING MATTERS:

- a. New applications: (received after the agenda was produced):

Ref 23/01918/F – variation of condition number 1 attached to planning permission 20/00954/RM: reserved matters – construction of one new dwelling at Oan and Ash, Market Lane, Walpole St. Andrew. As the external appearance of the building has not changed, the PC have no observations/comments.

- b. Decisions: None

10. CORRESPONDENCE AND COMMUNICATIONS:

- a. Biodiversity Project – details as sent out by the clerk, to be reviewed by the councillors but it is likely that we have already done all possible with sowing wild flowers, the bird box project and Seeds to Bees. To include in December agenda. ACTION Clerk

- b. Hedgehog Highways Project – it was agreed to the purchasing of 1 pack (TR will co-ordinate) proposed TR, seconded GR and all in favour. This will also be part of the Biodiversity Policy

ACTION TR

11. To discuss Highways, Crime, Environment and Gardens

- a. Highways covered under item 6.
- b. No crimes reported
- c. Plastic pots to be used to stop people driving on the grass at the Millenium Garden.

12. REPRESENTATIVES REPORTS

None.

13. ITEMS FOR NEXT MEETING AGENDA:

- Neighbourhood Plan –draft plan review
- Highways update – meeting at Saddlebow
- Biodiversity Project
- Draft budget 24/25

17. DATE OF NEXT MEETING will be on the 13th of December 2023 from 7.00pm.

The meeting closed at 20.46 pm

Page 3 of 3

DRAFT

Signature

Date