



WALPOLE CROSS KEYS PARISH COUNCIL

Chair: Nick Dyble

Clerk: Caroline Boyden

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF WALPOLE CROSS KEYS PARISH COUNCIL HELD ON TUESDAY THE 16th of MAY 2023 FROM 7.00PM AT JEPHSON HALL

PRESENT: Cllr Nick Dyble (ND) Chair), Cllr G Roberts (GR), Cllr R Dyble (RD),
Cllr G. Coates(GC), Cllr R White (RW), Cllr A Sylvester (AS), and the Parish Clerk (CB)
County Councillor Julian Kirk (7.45pm)

Four members of the public were in attendance.

1. Election of Chairman – Cllr N Dyble was proposed by RD, seconded by GC and all in favour.
2. Election of Vice Chair – Cllr T Roberts had offered to stand again, and he was proposed by GC, seconded GR and all in favour.
3. Parish Councillors to return completed Election Costs and Register of Members' Disclosable Pecuniary Interests. The Declaration of Acceptance of Office was then signed by each councillor and witnessed by the clerk.
4. **WELCOME** – a formal welcome was given by the Chair, Cllr N Dyble.
Open session for Parishioners Questions up to a maximum of 15 minutes:
Some work has commenced on the former Onion Factory and concern was raised regarding the removal of the asbestos and what work is actually taking place as planning permission has not been granted. Clerk to write to Stuart Ainsworth at Planning. ACTION CB
5. **APOLOGIES FOR ABSENCE**
Cllr T Roberts
6. **COUNCILLORS DECLARATIONS OF INTEREST – none**
7. **MINUTES**
To approve the meeting minutes from the 17th of May 2022 and those of the 18th of April 2023 proposed GR, seconded ND and unanimously accepted by all present at each meeting.
8. **MATTERS ARISING:**
 - a. Neighbourhood Plan (NDP) review – ND advised that a public meeting would be held on the 24th of May from 7pm in the Jephson Hall to discuss the recent survey results and review the current NDP. All are welcome and ND will contact the residents interested in joining the steering committee.
 - b. Bus Shelter Repairs – ND has ordered the panels.
 - c. Village Sign repairs – it is hoped to get the sign taken down within the next couple of weeks and repaired/repainted where necessary.
9. **PLANNING MATTERS:**
 - a. New applications: None
 - b. Decisions: None
 - c. No current appeals or enforcements.

10. FINANCIAL MATTERS:

- a. April 23 bank payments, receipts/payments and bank reconciliation were accepted and proposed by RD, seconded by GR and unanimously accepted. £46,381.20 as at the 30.04.23
- b. Payments for May 23(to date) - proposed for payment GC, seconded ND, and unanimously accepted.
- c. To approve and sign the AGAR report for 22/23:
 Section 1 Annual Governance Statement
 Section 2 Accounting Statements
 Explanation of variances to report
 Internal Auditors report to review
 Proposed CG, seconded GR and unanimously accepted.

11 . COUNTY AND BOROUGH COUNCILLORS' REPORTS:

Cllrs Kunes & Squires– No reports received.
 Cllr Kirk – report received as Annual Parish meeting.
 Cllr Kirk confirmed his help with funding the bus stop and also concerned regarding the over grown hedge on Sutton Road.

12. Chairman and Clerk reports – Chairman as per Annual Parish Meeting

Clerk reported that the AGAR has been completed and the internal auditor report is well received. The CIL bank account has been updated and the CIL spend report has been requested for completion.
 White gates project – following the communications from NCC regarding the increase in costs, it was agreed that we go back to them advising that they need to honour the original paperwork completed over a year ago. Clerk to include Cllr Kirk. ACTION CB

13. CORRESPONDENCE AND COMMUNICATIONS: no new correspondence

14. Crime and police issues – clerk to contact Royal Mail again regarding the missing post boxes by 97/99 Sutton Road and the junction of Station Road South and Market Lane. ACTION CB

15. Highways, Rangers and SAM updates:

The onsite visit on the 25th of April from 10.00am with Jason Moore and Andy Wallace included potholes, verges, Eastland Bank – they have agreed to replace the fence and block off cars using this as a cut through, and litter on the A17. The possibility of a school crossing was discussed but it was made clear that little funding was available. It was agreed that the process should be started along with a 20mph limit by the school, in line with other villages. Cllr Kirk will support this. ACTION CB

RW raised the continued issue of HGV's using Station Road North as a cut through and causing road damage. Signage on the A17 to be discussed with Highways.

SAM unit updates:

Sutton Road, heading East 30mph limit from 21.2.23 to 27.3.23: Total vehicles 19185, average speed 36mph, max speed 85mph.

Sutton Road, junction with Low Road, 30mph limit from 19.4.23 to 14.5.23: total vehicles 14956, average speed 35.9, max speed 70mph.

The Parish Council agreed to the purchase of another unit to be sited on Market Lane and quote to be obtained as part of 50:50 scheme.

16. ENVIRONMENTAL & GARDENS ISSUES – CG mentioned again that the ditch on Little Holme Road is polluted and ND confirmed that this has been reported to the environmental agency.

The take up on bird boxes has been excellent with 2 owl boxes.

NS is meeting tomorrow morning regarding the seats in the memorial garden requiring attention.

GR mentioned ownership of the ditch on Station Road North.

17. REPRESENTATIVES REPORTS - none

18. ITEMS FOR NEXT MEETING AGENDA:

- Neighbourhood Plan
- Highways outstanding matters update
- Consideration of cloud based storage for all Parish Council documents

17. DATE OF NEXT MEETING – will be on the 20th of June 2023 from 7.00pm.

The meeting closed at 20.50pm

WALPOLE CROSS KEYS PARISH COUNCIL PAYMENTS FOR MAY 23

Salary clerk	£ 336.16	Standing Order
HMRC	£ 70.00	Standing Order
Hire of Jephson Hall May	£ 16.00	
Hire of Jephson Hall (NDP)	£ 16.00	
Walpole Mowing Man	£ 60.00	Standing Order
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(April payment as standing order ended)		
Clerk Expenses	£ 47.95	
R Dyble - Coronation expenses	£ 169.87	
Ewing Accounting	£ 138.00	
J Raby – internal audit	£ 50.00	
Gallagher Insurance	£ 480.23	