



---

# WALPOLE CROSS KEYS PARISH COUNCIL

Chair: Nick Dyble

Clerk: Caroline Boyden

---

## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY THE 22<sup>ND</sup> OF MAY 2024 FROM 19.20 AT JEPHSON HALL

**PRESENT:** Cllr N Dyble (ND), G. Coates (GC), Cllr G Roberts (GR), Cllr R White (RW), Cllr R Dyble (RD), Cllr A. Sylvester (AS)  
County Councillor Julian Kirk and Parish Clerk

NO members of the public were in attendance.  
Open Session for Parishioners Questions: NONE

1. **ELECTION OF CHAIRMAN** – Cllr Kirk asked for nominations. GR proposed ND with GC seconding. All in favour and ND agreed to be Chairman.
2. **ELECTION OF VICE CHAIRMAN** – to be deferred to the June meeting
3. **WELCOME** – a formal welcome was given by the Chairman
4. **APOLOGIES FOR ABSENCE** – Cllr T Roberts
5. **COUNCILLORS DECLARATIONS OF INTEREST** – none
6. **MINUTES**  
To approve the meeting minutes from the 16<sup>th</sup> of April 2024 proposed ND, seconded GR and unanimously accepted by all present at that meeting.
7. **MATTERS ARISING:**
  - a. Neighbourhood Plan (NDP) – as covered in the Chairman’s Report on the earlier Annual Parish Meeting, the new plan is with the Borough Council for approval to move forward to ask parishioners for comments.
  - b. Highways meeting update – ND & RW met with Andy Wallace on the 18<sup>th</sup> of April and the new SAM post was approved on Market Lane. Issues were raised regarding the new village entrance gates being badly installed, various potholes and Andy advised that surface dressing for Market Lane have been scheduled. Bollards were proposed on our section of Eastlands Bank. Regarding a pavement on the former Onion site, Andy advised that this is on the plan.  
The idea of a zebra crossing by the school was raised with approximate costs of £70k. Cllr Kirk suggested contact to be made with James Wild before purdah.
8. **CHAIRMAN'S REPORT:** As covered in the Annual Parish Meeting.

**CLERKS REPORT:**

Year-end review, internal audit, and AGAR now completed.

.gov.uk email addresses discussed and clerk advised that whilst these are not yet law, the minimum email change would be for the clerk. 3 quotes had been received with NALC offering the best value for money at £12 for 2 years with a £70 admin fee. We would have to rejoin NALC to get this offer and it was agreed as proposed GC, seconded BW and all in favour. ACTION: clerk

**9. COUNTY AND BOROUGH COUNCILLORS' REPORTS:**

**Cllr Kunes & Squires – No reports or apologies again**

**Cllr Kirk:** advised that his members fund was already being allocated.

**10. FINANCE:**

- a. Approve the bank reconciliation and payments/receipts for April - £46,914.36 in the bank accounts to the 30<sup>th</sup> of April 24. Proposed ND, seconded GR and all in favour. It was agreed to cease the SharePoint storage and give Dropbox a 3 month trial. ACTION: Clerk
- b. To approve payments, to date, for May 24– proposed RW, seconded RD and all in favour.
- c. To approve the Internal Auditor Report, sign AGAR sections 1 & 2 and the variance report. Proposed GR, seconded ND and all in favour.
- d. To approve and sign the CIL return 23/24 – proposed ND, seconded RW and all in favour. ND had details of bus shelter benches and recycled posts for the noticeboard. Link to be sent. ACTION: ND

**11. PLANNING MATTERS:**

- a. New applications: (received after the agenda was produced):  
None
- b. Decisions: None
- c. Former Onion Factory, Sutton Road – the application to change the brick face was objected to as none of our previous comments had been answered but has been passed!

**12. CORRESPONDENCE AND COMMUNICATIONS:**

Insurance Renewal – £574.45 was proposed GC, seconded RD and all in favour.

**13. To discuss Highways, Crime, Environment and Gardens**

- a. Highways – as item 7b.
- b. Crimes – GR raised a number of quad bike thefts in the area.
- c. Gardens – RD to ask Chris to strim around the signs and the Railway Garden needs a good trim/tidy.  
The footpath on Sutton Road is very overgrown and clerk to notify Highways.  
The old Cross Keys gate which was removed – can it be returned?

**14. REPRESENTATIVES REPORTS**

GC advised that a Power Fund meeting had taken place earlier this month and the fund has £206k plus £2800 in the HSBC account. Long Sutton Cricket Club request was not allowed as out of the allocated area.

Tydd St. Marys playing field was refused as they had applied for funding less than 2 years ago.  
Sutton Bridge Club given £500, Walpole St Peter Parish Hall granted £2,000 which was deferred until the building has been completed. Sutton Bridge Bowls Club wanted £2,000 but this was refused as retrospective. Nothing from the Golf Club.

**15. ITEMS FOR NEXT MEETING AGENDA:**

- Neighbourhood Plan update
- Highways outstanding matters
- Election of Vice Chairman
- Proposal to review the numbers of meetings per year
- Milestone review

**The Annual Parish Meeting will be on the 22<sup>nd</sup> of May 2024 from 7pm followed by the Annual Parish Council Meeting.**

The meeting closed at 20.41 pm

Page 3 of 3

WALPOLE CROSS KEYS PARISH COUNCIL PAYMENTS FOR MAY 2024

Salary	£	356.96
HMRC	£	89.20
Walpole Mowing Man	£	70.00
ECS SharePoint	£	16.50
SSE	£	45.21
Clerk Expenses April	£	48.95
Hall Hire	£	16.00
NPTS planning training	£	48.00
Gallagher insurance	£	574.45

Signature .....

Date .....