



**WEST ACRE PARISH COUNCIL**  
**MINUTES of the MEETING HELD on MONDAY**  
**JANUARY 20th 2014**  
**at the VILLAGE HALL**

A meeting of West Acre Parish Council was held on Monday January 20<sup>th</sup> 2014 at 7pm at the Village Hall.

Those present were Sally Bridle (chair) Henry Birkbeck, Jeremy Cameron, Colin Filer, Eoghan Sheils, Ralph Sliwa, (Councillors) and Sue Filer (Parish Clerk).

Also present was Jim Moriarty (Borough Councillor) and Belinda Bush

**Minute 1 To receive apologies** - There were apologies from Antonia Hanbury and PCSO Deborah Pearson.

**Minute 2 To accept the minutes of the previous meeting** - These were approved and signed.

**Minute 3 To receive declarations of interest**

These remain unchanged from the previous meeting.

**Minute 4 To discuss Matters Arising from the last meeting**

i) Sally stated that she'd had no reply from Andy Wallace re matters to do with speeding, road narrowing and signage. Our PCSO, Deborah Pearson reported that she too is having difficulty chasing Highways. She has reported the matter to her traffic manager who will also pursue the matter

Action - Sally is to phone Andy to ask for a time frame for the work and specific details of what will be done.

ii) Play Equipment - Antonia sent a message in her absence to say that, from a small survey of Youth Club parents, she felt there was no strong feeling that more play equipment was needed at the moment. Comments made at the meeting seemed to indicate that it would be better to wait until the new Village Hall is built and the equipment resited.

iii) Village & Footpath Map - Henry said this was still not finished but brought along two possible maps to the meeting. These were discussed.

**Action - Henry to produce completed map as soon as possible.**

v) Emergency Plans - Jeremy is to compose a letter (that will be distributed to all West Acre residents) and email it for the approval of councillors. After this it might be suitable to involve other agencies in the matter.

**Action - Jeremy to compose the letter and email it to councillors.**

**Minute 5 The Village Hall**- Ralph reported that things were moving along with the proposed new Village Hall but that there had been a couple of glitches.

The first was that the lawyers must produce a draft agreement to state that the sale of the site of the existing Village Hall won't go ahead until there is a new Village Hall.

Secondly there must be archeological investigations done on the site of the existing Village Hall and new Village Hall.

Ralph reported that several people on the New Village Hall Committee had visited the new village hall at Thornham and had spoken to the residents involved in its development.

Colin asked about funding and Eoghan replied that that was the challenge.

**Minute 6 to discuss matters of Finance** - (i) Prior to the meeting Henry had produced copies of the Asset Register, the Financial Risk Assessment and the General Risk Assessment, which had been circulated. These were discussed in some depth, again together with the matter of ownership of the bus-shelter. The question of ownership of the bus shelter remains doubtful and it was decided that it would be taken off the asset register of the Parish Council but would continue to be insured by the Estate. This matter was proposed by Sally and seconded by Ralph and agreed by Council.

The Financial Risk Assessment and General Risk Assessment were agreed following their proposal by Eoghan and seconding by Colin.

(ii) The Parish Clerk's Expenses for 2013 were presented to the treasurer as £39-12 and agreed by Council.

(iii) Precept - After some discussion and the consideration of Henry's Draft Budget, it was decided to keep this the same as previous years at £750 to include the Council Tax Support Grant of £50.

(iv) Draft Budget - After lengthy discourse this was agreed and it was decided to keep approximately £2000 in reserve year on year.

**Action - Henry to produce the final Budget for 2014/2015 by the next meeting.**

(v) Compostable Bags - Colin told the meeting that some new bags for kitchen caddies were available from the Estate Office priced at £1.60 per roll of 50.

#### **Minute 7 To discuss restoration of the painted village sign**

Ralph felt that the painted part of the village sign needed some attention. (The sign at the Stag was also mentioned as needing some attention.)

Action - Eoghan to ask Charlotte Howarth for an indication of the cost and for the name of a suitable artist for the village sign.

#### **Minute 8 To discuss parking at the Stag**

Ralph stated that the frequent parking of cars around the pub sign presented a potential danger to people, children especially, and to traffic. After some discussion it was thought that a polite notice on the pub sign requesting customers to park in the car park might be the best way forward.

Action - Henry and Ralph to have a word with Paul and pursue the situation.

#### **Minute 9 To discuss SNAP**

Ralph stated that he would like to step down from the duty of attending regular SNAP meetings as he felt no significant progress was made on important issues. Sally suggested that as minutes of the meetings were sent to various members of the Parish Council it was not necessary for the Council to have regular representation at the meetings. This was agreed by councillors.

**Minute 10 To view correspondence** - This was displayed at the back of the room. The County Council's gritting route was the most significant item.

#### **Mimute 11 To receive any other matters for discussion -**

(i) Colin brought up the subject of some form of commemoration of the hundreth anniversary of the First World War. Various suggestions were made and Colin and Sue volunteered to ask residents if they would like to do something to mark the occasion and if so, what they'd like to do.

Action - Colin and Sue to produce and circulate letters to all households and gauge the response.

(ii) Sue reported that Norfolk Trails had been in touch with her in response to complaints about excessive dog excreta along Fullers Lane.

It had been suggested that notices indicating that the bin in the car parking area can be used to dispose of bagged waste should be produced and placed in three places along the lane. Norfolk Trails agreed to do this. The Council were happy with this and the places for the notices were chosen as the car park, the entrance to Fullers Lane opposite the Stag and half way along the lane.

**Action - Sue to contact Helen Simpson to give her the go ahead for production of the signs.**

(iii) Jim mentioned the present situation with the incinerator, the decision on which has been delayed, and the King's Lynn Borough Council project to turn black bin waste into extruded building materials that has found funding but has no firm decision as yet.

(iv) Replacement of gates in Fullers Lane. It was suggested that metal gates would be more robust.

**Action - Sally to contact Highways and Borough Council re replacement.**

**Minute 12 To confirm the date and time of the next meeting. -**

This was confirmed as Monday 17th March 2014 at 7pm at the Village Hall.

**Action - All matters for inclusion on the Agenda should reach Sue by Monday March 3rd 2014**