**DRAFT Minutes of an Ordinary Meeting of the above named Parish Council held on**

**Thursday 14 January 2016 at Wiggenhall St Mary Magdalen Village Hall**

**Present**

**Cllrs:** J Anderson, R Chitty, R Bone, J Morton, E Fisher, P Smith (Chairman)

Cllr Brian Long – County Councillor

Clerk – Helen Carrier

One member of the public

1. **Accept apologies for absence**

Cllr Hollox has submitted his resignation from the Parish Council due to ill health. The Clerk will write to Mr Hollox thanking him for his time in post. The Clerk will information BCKLWN of the vacancy.

1. **Minutes of meeting held on 10 December 2015**

Having been circulated previously the minutes were duly signed without amendment by the Chairman as a correct record.

1. **Declarations of interest on agenda items**

No declarations.

1. **Public Speaking**

A member of public commented that the has again written to Andrew Wallace of Highways regarding the wooden post that has been carried away due to erosion.

1. **Co-option**

A candidate had emailed the clerk and the Chairman prior to the meeting. All agreed to co-opt Mrs Shelia Goodwin on to the Council. The clerk issued an acceptance of office and a register of interest form. Mrs Goodwin signed the acceptance of office and took her place at the Council table.

1. **Matters arising**

None

1. **Correspondence**  received – *for information only*

The BCKWLN has organised a training event for planning. Cllr Fisher and Cllr Goodwin will attend along with the Clerk.

1. **Highways**

Pot holes were reported on the junction of Church Close joining Stow Road. The potholes previously reported in Burnt Lane and Stow Road have not been dealt with. The Clerk will report and monitor.

Foldgate Lane has damage and pot holes due to farm machinery harvesting sugar beet. The Clerk will contact Highways.

Broken drains have been reported in Fen Road. The Clerk will report.

Concerns were raised about the shifting on the railway abutment. The Clerk will check the files and report the damage as a matter of urgency.

1. **Allotments**

All agreed to increase the rent by 5%. The Clerk will send out the invoices to include the increase.

The Clerk will advertise the vacant plots in the *Watlington Gossip* and the *Eagre News* and find out of the cost of advertising in Bearts.

The Clerk will obtain two quotes for legal fees to check that the grazing agreements are current and correct.

Cllr Goodwin expressed the need to research alternatives uses for the allotments.

1. **Calendar of Meetings**

All agreed to the calendar of meetings.

1. **Cemetery**

A letter has been received from Hanchets Monumental Masons regarding a replacement headstone for grave number 549, Harold Grayston. All agreed to the replacement headstone.

The Clerk and councillors will continue to monitor the damage to the road.

1. **Parish Plan**

The Clerk will contact the consultant at ABZAG Ltd, consultants based in Norwich, and arrange for a consultation before a parish council meeting.

1. **Speedwatch**

No report.

1. **Defibrillator**

Training needs to be organised for the community. It was agreed to arrange a date for early spring and to add this to the March agenda.

1. **Street lighting**

Nothing to report.

1. **River Dredging**

Welney Causeway – Cllr Long will provide a report from the meeting to be held on
15 January 2016.

1. **Footpaths**

The Clerk will contact Mr Wallace for an update on the TROD and to confirm that the TROD needs to be one side of the highway and not have a cross over.

1. **Planning**

No applications.

It was reported that a mobile home had been appeared in the garden of
9 Lynn Road. The Clerk will contact planning.

The Clerk was asked to contact the Planning Department to see if planning is needed for the roadway at Holley House.

1. **Finance**
2. Budget

The Clerk had prepared a budget sheet which was discussed and amended at the meeting. Councillors all agreed to set the precept at £15,268 which includes the Council Tax Support Grant of £768.

1. Accepted accounts to 31 December 2015.
2. Agree cheques to be signed and online payments to be made.

 All agreed.

1. **Councillors concerns and agenda items for next meeting** –*information only*

Brick Archway – 101 Stow Road

Speedwatch

Streetlights

Footpaths

Defibrillator

River Dredging

Cemetery

Website

Councillor training

1. **Public Speaking**

A member of public commented on the DEFRA press release regarding flooding.

1. **Confirm date of next meeting** – Thursday 11 February 2016.
2. Resolved to exclude Public and Press in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted concerning staffing.

Meeting closed at 8.50pm.

Chairman …………………………………………………. Date …………………………………..