**WALPOLE HIGHWAY PARISH COUNCIL MEETING**

**Time & Date of Meeting:** 1930 Tuesday 6 April 2021

**Location of Meeting:** Virtual meeting via Zoom

**Subject:** Ordinary meeting

**Attendees: Parish** **Councillors –** Andrew Melton (AM), Andrew Clifton (AC), Simon

 Huggins, Elizabeth Jackson (EJ), Gloria Joiner (GJ) Kay Manning (KM)

 C**lerk –** Gillian Barnes(GB)

 Borough Councillor Julian Kirk

**Apologies:**  Steve Hearn, Sheila Hillier & Borough Councillor R. Blunt

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**REF**

**23/21 Apologies** were received and accepted from Councillors Steve Hearn,Sheila Hillier.

**24/21 Declaration of Interest regarding agenda items.** None

**25/21 Minutes of the meeting** held 9th March 2021 were approved.

**26/21 Matters arising from the minutes –**

* Sandra Squire contacted the Clerk on 8 April, advised school / parish did not require any saplings. EJ thought it was important environmentally to be planting more trees.

suggested planting a hedge along east boundary of playing field.

* Highway Rangers have been clearing Mill Rd footpath
* SH will commence repainting of playing field equipment when weather conditions suitable

 **27/21 Planning**

i. No applications or notices of decision received since last meeting

ii. Preliminary scheme for the renumbering of Mill Rd from junction Lynn Rd to bridge

 over A47 received from the Borough Council. Agreed to approve scheme with no

 further modifications.

 Agreed to request a scheme for the renumbering of Hall Road.

 iii. Noted new property address Mulberry House, Mill Rd

 iv. No potential planning infringements / enforcement issues reported

**28/21 Resignation of Councillor.** With regret the council accepted a letter of resignation from

 Kay Manning due to personal and professional commitments.

 The resignation will be advised to Electoral Services at KL &WN Borough Council who will

 arrange for a Notice of Vacancy to be forwarded for display in the parish.

 **29/21 Parish matters to be reported**

1. Continue to report fly tipping on verges to KL &WNBC
2. Report potholes at Hall Rd to NCC Highways

 **30/21 Siting of street furniture**

1. Suitable locations for a bench seat were discussed including verge in front of village hall. Clerk to look at space available but the village does not have many wide verges and consent from NCC highways is required for the location of street furniture. Councillors to report on suitable locations
2. Agreed to locate a dog waste bin on the realigned junction of Mill Rd leading to March Lane subject to NCC Highways consent.

**31//21 Death of former Councillor Nigel Potter**

Councillors were saddened to hear of Nigel’s passing. Nigel had served twice as a

 Councillor from 1992-2006 and again from 2011-2016. The Clerk is to send condolences to

 his family.

 **32/21 Annual audit and Accounts**

1. Internal auditor – agreed to appoint Mrs D. Newton for the year ending 31.03.2021.
2. Notice of audit for the year ending 31.03.2021 received from PKF Littlejohn.

 Council agreed to certify exemption from a limited assurance review as gross

 annual income or gross annual expenditure has not exceeded £25,000.

1. Ratification of account paid since last meeting – KILDB £81.67

 iv. Renewal of Insurance Policy – agreed to renew with Zurich from 1st June 2021 a

 5year LTA at premium of £ 619.53

**33/21 Correspondence received from NALC re virtual meetings.** The Governments decision not

to renew the legislation allowing for meetings to continue virtually from May 7 is being

 appealed with a decision being expected towards the end of April.

**34/21 Date of next meeting.** Annual meeting of the parish council 4 May 2021