



West Winch Parish Council

Minutes of the Ordinary Meeting held on Tuesday 21st April 2020 at 7:30pm in a virtual meeting room.

Present : Cllr J Lamb, Cllr T Gibson, Cllr D Skerritt, Cllr B Thrower, Cllr Mrs J Leamon, Cllr R Shearn, Cllr M Everitt, Cllr Mrs M Summers, Cllr P Jackson, Cllr Mrs J Jackson, Mrs S Watts (Clerk/RFO), County Councillor Ms A Kemp, Borough Councillors.

1. To Receive Reports from County Councillor and Borough Councillors.

County Councillor Ms A Kemp –A report has been produced for Norfolk County Council for the Housing Access Road assumes that the A10 could cope with 350 new houses without any changes there is no evidence in the report to support this. There need to be more clarification on the actual cost of the road as there are several different figures in the same report.

There has been no update on the Setchey Speed camera funding will be supplied by the Safety Partnership. Due to the Coronavirus Norfolk County Council has closed the Recycling Centres however, this has leading to more cases of fly tipping. There is going to be a regional surge centre for the East of England set up at the Norfolk and Norwich Hospital to deal with Coronavirus.

Cllr Skerritt asks if everyone who has died of Coronavirus at the QEH are local. Cllr Everitt confirms that they are all local people.

Cllr Mrs J Leamon thanked Cllr Ms A Kemp for all her hard work.

Cllr Mrs M Summers asks if the different figures for the Housing Access Road include the cost for changing the Hardwick interchange but this is not known.

2. Open Forum for Public Participation: an opportunity to hear from members of the public

Mark Fentiman emailed the following to be read out at the meeting.

Further to my previous statement, over the last few weeks we have consulted with a number of different departments of the council regarding expediting the planning application for the property we purchased in Setch.

As mentioned previously, we have two family businesses, D&H Group and Inivos/Specialist Hygiene Solutions Ltd, both currently co-located on the Hardwick Narrows Industrial Estate. Inivos specialises in the development and manufacturing of decontamination systems for hospitals which is increasingly relevant in the current COVID19 crisis. Demand for our products has increased four-fold in the last 6 weeks. We have also been awarded a government contract to develop a decontamination system for use in Ambulances as well as developing and manufacturing multiple systems for different uses including decontamination of critical PPE - attached for your interest. Since the on-set of COVID19, we have utilised Kings Lynn based companies in the production of our product, saving over 50 people having to be furloughed. We have also set up a dedicated sourcing team, who have sourced over 50,000 gowns for the eastern region alone - <https://supply-source.inivos.com/>.

Given the current national crisis, it is imperative we proceed with the necessary works to start using the building on the presumption in favour of development. It is in the best interests of the business, local community and the good of our NHS healthcare system, its staff and patients.

The original application (19/01838/FM) which we withdrew, and the current application are largely a re-instatement of the previous application which was granted in 2012 (12/01549/F). We have done our best to take on board the comments made in the original application and

have reflected these within our current submission. their integrity in understanding our position as we have to move ahead in the coming weeks based.

We are sympathetic with the challenges we are all faced with in our daily lives, but trust we can rely on the integrity of the council to understand our position and how we have gone to our best endeavours to find alternatives but find ourselves without suitable options locally.

3. To Receive Apologies for Absence.

Apologies have been received and accepted from Cllr G Dell.

4. To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation.

There are no declaration of interest or requests for dispensation in items on the agenda.

5. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 18th February 2020

It was proposed that the minutes of the meeting held on Tuesday 18th February 2020 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Chairman.

6. To Report on Items not on the agenda from the last meeting: Clerks Report (information only)

The Play area will still be inspected by ROSPA in June. The play area is currently closed due to the Coronavirus so is not being inspected daily.

We have received the two grants that were applied for, in respect of the VE Day celebrations and memorial garden.

The work on the trees around the field will be carried out on the week beginning 27th April.

The SAM 2 figures are obviously a lot lower than usual.

7. Agenda Items

- a) To consider and resolve making a support for the West Winch Village Sign – The wood is rotten and needs to be replaced. A stainless-steel post would not need any maintenance. The Quote is considered in closed session and it is RESOLVED to go ahead with ordering the stainless-steel post. Clerk to order stainless steel post.
- b) To consider a joint Fire assessment between the Village Hall and Parish Council – Cllr Shearn – The village hall has had a detailed fire assessment carried out. Cllr Shearn feels it would benefit everyone involved with the building if a joint risk assessment was carried out to include the Social Club and Football Changing rooms. It is resolved that this is not an urgent matter so will be considered again when everything has calmed down.
- c) To consider and resolve adopting a CCTV Policy – Cllr Shearn has reformatted the CCTV Policy and Cllr Mrs J Leamon would like to add print name to section 6 along with signature. With these changes it was RESOLVED by all Councillors to adopt the CCTV Policy.
- d) To consider and resolve ground rent payments from the Bowls Club and Social Club during the Coronavirus. – This is discussed. It is RESOLVED to suspend ground rent payments until the clubs are open and running again. Proposed by Cllr Lamb and seconded by Cllr Thrower with 7 Councillors in favour and 1 abstaining.
- e) To consider and resolve which Councillor will be added to the Banking Mandate for signing cheques. – It is RESOLVED to add Cllr Thrower on to the banking mandate as the third signature.
- f) To consider and resolve putting a dog bin at the corner of Orchard Grove for people coming off the common with their dogs. – This is considered and it is resolved to discuss this with the Commoners and to carry this forward to the next meeting.

8. Accounts & Finance including:

a) To Note Balance of Account on Thursday 9th April 2020

Community Account	£ 31,760.31
Business Saver Account	£ 84,363.41
	£116,123.72

Note: £2,000.00 has been transferred from the Business Savers Account to the Community Account.

The Balance is noted

b) To Note Quarterly Financial Projections

Cllr Mrs J Jackson would like the Council to consider other options for gritting the William Burt car park next winter as it is a high expense for the Parish Council. Norfolk County Council decide when they will grit the car park and sometimes it may not need to be done. It is decided to discuss this with the Social Club to get their views. The Quarterly Financial Projections are noted.

c) To consider payments for April

103888-103890	Handyman, Groundsman and Clerks April Salary	£1036.36
103891	Mrs S Watts – Clerk Expenses	£162.38
103892	Westcotec – Street light maintenance April 2020	£120.92
DD	E-on – April 2020	£126.55
103893	Mole control and pest services – moles near tennis court	£60.00
103894	Norfolk ALC – Annual Subscription	£479.13
103895	DJL Electrical – to carry out inspection and test	£354.00
103896	PP Scheme – 50% of trod cost	£3750.00
103897	SLCC – Website Accessibility Webinar Training	£144.00
103898	SLCC – Creating Accessible Word documents Webinar Training	£36.00
103899	SLCC – Covid 10 helping in the community webinar Training	£42.00
103900	Stephenson Smart – Payroll Services ending April 2020	£342.00
103901	CGM – Grass Cutting March	£145.20
103902	NCC – March Gritting	£379.87
103903	William Burt Social Club - Electricity recharge 18/02/20 – 17/03/20	£71.44
103904	CGM – Ivy removal at tennis court	£360.00
103905	BCKLWN – Annual Waste collection	£1128.59

With the addition of 5 invoices cheque numbers 103901-103905. It was agreed by all to pay the above payments.

d) To note payments made in March

103868-103870	Handyman, Groundsman and Clerks March Salary	£1043.85
103871	Mrs S Watts – Clerk Expenses	£25.29
103872	Handyman's Travel Expenses	£4.50
103873	Westcotec – Street light maintenance March 2020	£120.92

DD	E-on – March 2020	£118.39
103874	Petty cash top up	£35.39
103875	William Burt Social Club – Electricity recharge 18/01/20 – 17/02/20	£86.39
103876	Mr P Burt – hire of leaf blower	£80.00
103877	JBT Electrical – CCTV Installation	£2100.80
103878	Norfolk PTS Subscription 2020/21	£295.60
103879	NCC – February Gritting	£664.78
103880	Village Hall – emergency light	£132.00
103881	Mr R Hildon – dug out tree roots at playing field	£40.00
103882	King's Lynn Signs – no motorised vehicles sign	£171.30
103883	Watlington Drain Renovations – unblocking drain 16/01/20	£120.00

The payments made in March are noted.

e) To Note money received

02/03/2020	Interest	£19.87
03/03/2020	Social Club Ground Rent – inv 19/10 – Bacs	£269.00
12/02/20	Village Hall – AW Aug – Nov – inv 19/20 – Bacs	£220.96
12/02/20	Village Hall – AW Nov – Feb – inv 19/25 – Bacs	£150.85
20/02/20	Bowls Club – AW Nov – Feb – inv 19/26 – PIB 100366	£16.47
29/02/2020	APG – VE Day donation – PIB100367	£200.00
29/02/2020	GM Concrete – VE Day – PIB 100368 donation	£200.00
29/02/2020	Maxveiw – VE Day donation – PIB 100369	£50.00
03/03/2020	Social Club – December Gritting – inv19/23 - Bacs	£158.28
03/03/2020	Social Club – January Gritting – inv19/27 – Bacs -	£74.18
09/03/2020	Social Club -	£79.14
09/03/2020	Social Club -	£212.19
12/03/2020	NCC - Recycling Credit	£169.01
12/03/2020	Olympic Carpets – VE Day donation	£100.00
06/04/2020	BCKLWN – Precept	£29,560.00
08/04/2020	Norfolk Community	£100.00
08/04/2020	Norfolk Community	£500.00

Monies received is noted.

f) To Note Petty Cash Spent

18/02/20	Hose Clips and Cable ties	£11.74
25/02/20	Stamps	£14.64
05/03/20	Refreshments for Annual Residents Meeting	£9.01
	Total Spent	£35.39

Petty cash spent is notes

9. Planning Consultations

a) New Planning Application Consultations received from Borough Council/NCC

- 20/00340/F – Proposed 3no. new dwellings and the demolition of existing bungalow - Glendawn, Rectory Lane, West Winch, PE33 0NR.
- 20/00290/A – Advert Application: Proposed office unit with 1 x non-illuminated fascia sign at plot at grid: 563096.99 – 313666.86 W of travelling crane, Garage Lane, Setchey.
- 20/00291/F – Proposed office unit with signage at plot at grid: 563096.99 – 313666.86 W of travelling crane, Garage Lane, Setchey
- 20/00303/FM - Change of use of existing grain store barn and site to warehouse and external storage of products for sale and dispatch. New entrance to highway created. Over-cladding of existing fibre cement panels, new mezzanine floor, internal offices and warehouse storage at Building W of Spinney House Lynn Road Setchey
- 20/00374/O – Proposed change of use of agricultural storage land to residential including the development of part of the land for two houses – land east of ivy farm, 32 Hall Lane, West Winch.

b) Notices of Decision by Borough Council and County Council

- 19/02148/RM – Construction of three dwellings and demolition of existing bungalow – Glendawn, Rectory Lane, West Winch, PE33 0NR – PC Object, Application withdrawn
- 20/00165/F – Single storey dining and sun room at 36 Westland Chase, West Winch, PE33 0QH – PC Supported BC Permitted
- 20/00287/F - Proposed extensions and alterations including refurbishments at Oakanash, Lynn Road, Setchey, PE33 0AZ – PC Objected BC Permitted.

9. Working Group Reports

a) Planning - Nothing to Report

b) Finance - Nothing to Report

c) Street Lighting – Nothing to Report

d) Consultation – Nothing to Report

e) Playing Fields and Maintenance – Cllr Everitt will now join the Playing Field Working Group. The Playing field Working Group would like a key to the football changing rooms. The Football goals need to be removed so the goal mouths can be repaired. It is agreed that this can be done. Quote to be obtained. The cost for the extra work carried out by CGM on the 75th VE Day Memorial Peace Garden have now been agreed and a credit note will be received.

f) Health and Wellbeing – Nothing to Report.

9. To Receive items for the next meeting agenda by Thursday 8th May 2020.

10. To Confirm the Date of Next Meeting of the Parish Council scheduled for Tuesday 19th May 2020 at 7:30pm in West Winch Village Hall.

11. Close of Open Meeting – 20.50

12. Closed Session – Discussed in closed session. The possible Co-option for the vacant Councillor position following the resignation of Cllr Burt. The quote for the post for the Village sign.

13. Closed of Closed Session – 21:00

Signed: _____

Dated: _____