



## West Winch Parish Council

Minutes of the ordinary meeting held on Tuesday 21<sup>st</sup> July 2020 at 7:30 in a virtual meeting room

### Present

Cllr J Lamb, Cllr T Gibson, Cllr D Skerritt, Cllr B Thrower, Cllr R Shearn, Cllr Mrs M Summers, Cllr P Jackson, Cllr Mrs J Jackson, Cllr F Dutton, Cllr Miss K Jackman (arrives 19:35), Mrs S Watts (Clerk/RFO), Borough Councillor P Gidney and County Councillor Ms A Kemp (arrives 19:43)

### 1. To Receive Reports from County Councillor and Borough Councillors. (5 minutes each)

Borough Councillor P Gidney – Cllr Gidney sent a report to the Clerk which has been forwarded to all Councillors. There is no update regarding the West Winch Relief road due to Covid 19. The Borough Council have been talking to stake holders and there will be an update in September.

Cllr Miss K Jackman arrives 19:35

Cllr Gibson asks if any more information has been given about the 350 houses and the suggested roundabout opposite the Winch. It is asked where the idea came from and why as Norfolk County Council said that it was not part of their plan and they had seen no details of it. Is it still being persuade and if so, what stage is it at? Cllr Gidney has asked this question but has not had a response he will forward the response to the Clerk when he receives it.

Cllr Mrs M Summers asks if there has been any more information about the funding bid for the Relief Road. Last we heard from Ian Parkes was that the rewriting of the Bid for the funding of the road was waiting for the Borough Councils master plan. Is it known were they are on the rewriting of the bid? Cllr Gidney has also asked about this and he has been assured that talks are ongoing.

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

No members of the public were present

### 3. To Receive Apologies for Absence

Apologies have been received and accepted from Cllr Mrs J Leamon.

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

Cllr Skerritt, Cllr Jackson and Cllr Mrs J Jackson all declared an interest in item 7e

**5. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 16<sup>th</sup> June 2020.**

It was proposed by Cllr Mrs J Jackson and seconded by Cllr Lamb that the minutes of the meeting held on Tuesday 16<sup>th</sup> June 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 Village Hall will be closed for Parish Council meetings until after January but with the current legislation we can continue to meet via Zoom until May 2021, The SAM 2 sign has now been moved after leaving it in the same place due to Covid 19 and this will now be moved every 4 week going forward. The damage to the CCTV camera has now been resolved and the damage has been paid for by the person responsible. The clerk and Chairman are still in contact with the police to discover why they were not able to help. Cllr Gibson added that the no car sales sign at the top of Gravelhill Lane has now been put in place.

County Council Ms A Kemp arrives 19:35

**1. To Receive Reports from County Councillor**

Cllr Ms A Kemp has received a reply from Hannah Wood Handy regarding the proposed MUGA and she will need more details to decide if we need to apply for planning.

Cllr Gibson had asked Cllr Ms A Kemp for more information about the 350 houses opposite the Winch before the Relief Road is built. The Government funding being applied for states that 85% will come from the Government and 15% will come from the Developers.

The County Council voted to send 180,000 tonnes of waste to Kent. Cllr Ms A Kemp does not support this. The Borough Council has put in an application for a new Library. This would mean the Library would move from its current location in to the Town Centre. They are currently no plans for the current Library building.

Cllr Ms A Kemp has enquired why the Covid 19 infection and death rate was higher in West Norfolk compared to the rest of Norfolk. The director of public health explained this was due to diabetes, obesity and lung disease.

There is an initiative from the Borough Council for 1 million trees to be planted over the next 4 years and Parishes have been asked for suggestions on where to plant them. Buses are going back to normal.

Cllr Dutton asks how many more journeys will be added to the already busy roads moving waste to be incinerated in Kent. Cllr MS A Kemp will raise this with the chief officer at the County Council.

Cllr Skerritt asks about the KLiC. A lot of taxpayer's money has been wasted on this project will somebody be held accountable for this? Cllr Ms A Kemp explains the Council has voted not to take the report any further however, there are a lot of unanswered questions.

**7. Agenda Items**

- a) To consider and resolve the work need for the Car Park. Cllr Thrower – quotes to be discussed in closed session.

This will be discussed in closed session.

- b) To consider the opening dedication of the VE/VJ Day West Winch and Setchey Memorial Peace Garden on Saturday 15th August 2020  
Cllr Skerritt – if the opening does go ahead the guests should be limited to 25 guest the British legion has pulled out. The Mayor is available for 12 o'clock. The plaque will be fitted on Friday 14<sup>th</sup> August. It is proposed by Cllr Dutton and seconded by Cllr Lamb with all Councillors in favour.
- c) To consider improvements for the Village Hall from the Village Hall working group. This is still ongoing the two options being considered for the Football changing rooms are an extension of the main building and a standalone pavilion. Quotes and plans are being obtained. The football club have now given their requirements. The MUGA is still awaiting quotes. The football club are not sure the MUGA would benefit them as the pitch would be rather small and they are concerned that it could cause a distraction if someone is playing tennis at the same time. Sports England have frozen their funding until the end of July. A survey will need to be produce to find out what the residents of the village would like included in the improvements. Cllr Mrs J Jackson asks if there are any policies the Council will need in place ready for when the funding is applied for? Cllr Lamb will find out what is required. This project will also need to be publicly announced under the Public Contract Regulations as it is over £25,000.
- d) To consider opening the skate park  
The Ropsa report has been completed. There are some small repairs to be carried out but none of these are high risk. The playing field working group will inspect the skatepark to check on its safety. It is proposed by Cllr Skerritt and seconded by Cllr Shearn to keep the skatepark closed until this inspection happens. All Councillors were in favour.
- e) To consider the bowls club ground rent  
The Bowls club are currently not paying any membership fees this year. Cllr Gibson proposes that the Bowls club will not pay any ground rent this year. This is seconded by Cllr Dutton with all Councillors in favour.
- f) To consider and resolve if the Bin outside the Village Hall requires regular cleaning.  
The bin can be cleaned monthly, 3 monthly or 6 monthlies. It is proposed by Cllr Shearn that the bin is cleaned every 3 months. This is seconded by Cllr Mrs J Jackson with all Councillors in favour.
- g) To consider and resolve purchasing a Battery powered grinder/ cutter for Handyman – Cllr Thrower  
It is proposed by Cllr Thrower that the Council purchase a battery powered grinder/cutter for the handyman. This is seconded by Cllr Lamb with all councillors in favour.
- h) To consider ideas for renovating the play area  
A survey will be produced for the play area to find out what residents would like in the play area.
- i) To accept the new model standing orders to include virtual meetings  
It is proposed by Cllr Mrs J Jackson that the new Standing orders be accepted this is seconded by Cllr Shearn with all Councillors in favour.
- j) To consider checking the Village Hall Chimney Brickwork.  
The Village Hall chimney needs some repair work. It is proposed to find out the cost of the work then it can be considered if the work can go ahead.

## 8. Accounts & Finance including:

- a) To Note Balance of Account on Monday 13<sup>th</sup> July 2020

|                        |                    |
|------------------------|--------------------|
| Community Account      | £ 19,432.47        |
| Business Saver Account | <u>£ 84,426.52</u> |
|                        | £103,858.99        |

The Balance is noted

- b) To consider the Quarterly Financial Projections.

Cllr Shearn commented on the football club income and that it may need to be shown on last year projections as it was from last years invoice.

- c) To consider payments for July

|   |                 |
|---|-----------------|
| Handyman, Groundsman and Clerks July Salary                           | <b>£955.80</b>  |
| Mrs S Watts – Clerk Expenses  | <b>£176.02</b>  |
| Westcotec – Street light maintenance July 2020                        | <b>£120.92</b>  |
| E-on – July 2020  | <b>£122.47</b>  |
| William Burt Social Club - Electricity recharge - 18/05/20 – 17/06/20 | <b>£19.33</b>   |
| Bin Buster – clean bin at Village Hall                                | <b>£30.00</b>   |
| Playsafety – ROSPA Report   | <b>£172.80</b>  |
| CGM – Renovate The goal mouths  | <b>£2039.36</b> |
| Hodson Office Supplies – Paper  | <b>£17.94</b>   |

It is agreed to pay all the above invoices.

- d) To Note money received

|            |   |                |
|------------|---|----------------|
| 01/07/2020 | Interest                                | <b>£20.81</b>  |
| 26/06/2020 | Senior football club – inv 20/07 – Bacs | <b>£491.16</b> |
| 14/07/20   | CCTV damage                             | <b>£60.00</b>  |

The monies received is noted

- e) To Note Petty Cash Spent

No Petty cash has been spent this month.

- f) To agree that the Finance Working Group can authorise payment of invoices for August in the absence of a Parish Council meeting.

This is agreed.

## 9. Planning Consultations

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

- 20/00906/F – Proposed front porch, rear extension, replacement roof tiles. Rendering of existing bungalow and internal alterations – Foxbury, Millfield Lane, West Winch, PE33 0LR
- 20/00340/F – Proposed 3no. new dwellings and the demolition of existing bungalow – Glendawn, Rectory Lane, West Winch
- 20/00866/O – Proposed dwelling following sub-division – Telos 3 Westland Chase, West Winch
- 20/00982/F – Proposed rear extension – 13 Pine Tree Chase, West Winch, PE33 0QQ

- b) Notices of Decision by Borough Council and County Council

- 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 highways created. Over-cladding of existing fibre cement panels, new mezzanine floor, internal

offices and warehouse storage – Building W of Spinney house, Lynn Road, Setchey  
– PC Objected – BC Permitted

- 20/00037/TPO – 2/TPO/00497 t1 Oak – remove broken/ snapped limbs and branches and dead wood from the crown – 49 Coronation avenue, West Winch – Work has been approved

#### **10. Working Group Reports**

a) Planning

Nothing to report

b) *Finance*

Nothing to report

c) Street Lighting

Cllr Dutton would like to be added to this working group.

d) Consultation

Nothing to report

e) Playing Fields and Maintenance

The matting has been laid in front of the Memorial Peace garden.

f) Health and Wellbeing

Nothing to report

**11. To Receive items for the next meeting agenda by Thursday 3<sup>rd</sup> September 2020.**

**12. To Confirm the Date of Next Meeting of the Parish Council scheduled for Tuesday 15<sup>th</sup> September 2020 at 7:30pm to be held through a Virtual Meeting.**

#### **13. Close of Open Meeting**

Close of open meeting 20:55

#### **14. Closed Session**

The three quotes for the work to the edges of the car park are considered and it is resolved that more information is needed to make a decision.

Close of closed session 21:20

Signed \_\_\_\_\_

Dated \_\_\_\_\_