



West Winch Parish Council

Minutes of the ordinary meeting held on Tuesday 20th April 2021 at 7:30 in a virtual meeting room

Present

Cllr T Gibson (Chairman), Cllr Mrs J Jackson (Vice Chair), Cllr J Lamb, Cllr D Skerritt, Cllr R Shearn, Cllr Mrs M Summers, Cllr P Jackson, Cllr Miss K Jackman, Cllr F Dutton, Cllr Mrs T Pratt, Mrs S Watts (Clerk/RFO), Borough Councillor S Nash, County Councillor Ms A Kemp and 2 members of the public.

1. Welcome and to receive and consider Apologies for Absence.

Apologies were received and accepted from Cllr Mrs M Summers

2. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 16th March 2021.

Cllr Skerritt asks a question as to why the Village rules have not been added to this month agenda as stated in the minutes. Unfortunately, the Clerk has not had time to complete them, but they will be on the agenda next time for approval.

It was proposed by Cllr Mrs J Jackson and seconded by Cllr Shearn that the minutes of the meeting held on Tuesday 16th March 2021 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Chairman.

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

There were no requests for Declarations of Interest or requests for dispensation.

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

County Council Ms A Kemp – The County Council has sent off the application for funding for the Access road it has not included that it would need to start from Oakwood Corner. However, they have not confirmed exactly where the road would be placed. Power networks and utilities has confirmed that there would need to be bore holes dug to confirm if the speed camera can be moved to one of the two other locations. They have warned that if there are utilities there it could be particularly expensive. The accident record is apparently not bad enough for average speed cameras. There have been more requests from residents for crossings on the A10. There has been one for Long Lane, One at Setchey and one near East View Caravan Park. There has been an application for the Fens to become a Fens Biosphere. There are only 7 biospheres in the Country. It will look at sustainability, flood prevention and tourism. It has been suggested the West Winch should be included in this.

Borough Councillor S Nash – Questions at full Council will now have a time limit. The wall at the old grain store at Setchey has been demolished and Cllr Nash asks if the Parish Council knows anymore about this. Cllr Mrs J Jackson answers this question and informs Cllr Nash that the Parish Council was contacted by Cllr Gidney and asked if we would be happy for the

wall to be demolished as it was in such a poor state. The Parish Council had spoken to the builder who rebuilt it 3 years ago and was of the opinion that as it was in good condition we replied that we did not agree to the wall being demolished which is why there was a condition on the decision notice to say when they made the new entrance that they would have to brick up the old entrance. The wall was then demolished a few day later. There have been complaints to the Conservation Officer's assistant and to Planning Enforcement. We believe that this wall could be 300 years old.

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

There was no Public Participation.

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

The Village Rules have been moved to next meeting. The area between the bowls club and Hall Lane has been cleared. A meeting is being arranged with Highways for the Village Gates. The accounts will be going to the internal auditor on 23rd April to be checked. Now that government restrictions are starting to lift The SAM 2 sign will be moved this week. There was some vandalism on the play area on Monday 19th April. Ed and Dave have spent today fixing the damage. The CCTV has been checked but unfortunately nothing could be seen. The Clerk is chasing up the quote for the extra camera and should have the quote very soon.

7. Agenda Items

- a) To consider co-opting a resident on to the Parish Council.
Mr John Collier would like to be considered for the role of Parish Councillor. He explains his reasons for wanting to join to the Parish Council. The decision will be made in closed session.
- b) To update on the progress of the West Winch Play Facility.
The CIL Grant application will be submitted at the end of April.
- c) To update on the progress of the Changing Rooms improvements.
The FA have approved the new changing room layout with a letter of support. The new plans will be submitted to the planning department shortly. The CIL grant application will be submitted at the end of April but some letters of support are still needed.
- d) To consider obtaining a flagpole.
The Flagpole would be placed near to the memorial peace garden and planning permission would be needed.
- e) To consider and resolve the Parish Council working with the Home School Link (HSL) to fundraising for the play facilities.
The HSL would like to join up with the Parish Council to run a village yard sale and a car boot on the playing field. The funds raised would then be split between the HSL and the Play facilities project. The proposed date is the 11th July 2021. The Parish Council agrees to let the HSL use the playing field. The clerk will check with the football club that there are no other events happening on that day.
- f) To consider and resolve whether to start a '38 Degrees' petition on the development plans.
This will be moved to the next Parish Council meeting.
- g) To consider and resolve the waste disposal of green matter and possible shredder/mulcher.
It is agreed that The Parish Council should purchasing a shredder. As Cllr Thrower is not at the meeting this item will be moved to the next meeting.
- h) To consider Litter on the playing field.
There has been a lot of takeaway rubbish on the playing field lately. It was suggested that more notices could be put up. It is resolved that more notices would not be of any help and it is just an ongoing problem.

- i) To consider and adopted a reserves policy.
Cllr Mrs J Jackson proposes that we adopt the reserves policy this is seconded by Cllr Shearn with all Councillors in favour.
- j) To consider and resolve zoom subscription.
It is resolved to cancel the zoom subscription for the coming year as it is not yet known if virtual meetings can continue after the 7th May.
- k) To consider and resolve Microsoft office purchase.
It is proposed by Cllr Mrs J Jackson and seconded by Cllr Shearn with all Councillors in favour to purchase Microsoft 365 for the Clerk's laptop.
- l) To consider and resolve moving the AGM meeting in May.
The Parish Councils AGM should take place on Tuesday 18th May but under the current legislation virtual meetings are not longer able to take place after the 7th May. It is resolved to move the AGM to Wednesday 5th May.

8. Accounts & Finance including:

a) To Note Balance of Account on Tuesday 13th April 2021

Community Account	£ 36,942.21
Business Saver Account	<u>£ 64,447.31</u>
	£101,389.52

The balance is noted

b) To note the Quarterly Financial Projection

The quarterly financial projection is noted

c) To consider payments for April

104060 – 104063	Handyman, Groundsman, Casual Groundsman and Clerks April Salary	£1366.64
DD	HMRC – April PAYE	£102.00
104064	Mrs S Watts – Clerk Expenses	£33.96
104065	Handyman Travel Claim	£1.80
104066	Casual Handyman Travel Claim	£10.80
DD	E-on – April 2021	£126.55
104067	William Burt Social Club - Electricity recharge – 27/02/21 – 28/03/21	£40.51
104068	William Burt Social Club – Electricity recharge – 30/09/20 – 30/10/20 - Cheque re-issue	£41.10
104069	BCKLWN – Annual Bin hire and emptying	£1353.12
104070	URM – Empty Bottle Bank	£46.80
104071	Moores Scrap – clearing area between Bowls club and Hall Lane	£480.00
104072	Norfolk PTS – Understanding the planning system training	£88.00
104073	Norfolk ALC – Annual Subscription	£479.13
104074	Norfolk ALC – Being an effective councillor training	£72.00
104075	NCC – March gritting	£149.69
104076	NALC – Planning for Parish Councillor Training	£36.00
104077	Westcotec – Street light maintenance April 2021	£120.92

It is proposed by Cllr Shearn and seconded by Cllr Mrs J Jackson with all Councillors in favour that all the above invoices are paid.

d) To Note money received

22/03/21	North Runcton Parish Council – Contribution to the transport report	£325.00
12/04/21	BCKLWN – Parish Precept	£31,052.00

The Monies received was noted

e) To Note Petty Cash Spent

10/03/21	Roundup, cutting discs and compost	£41.26
09/03/21	Wood for tennis court edges	£36.30
10/03/21	Tree Poles	£16.00
31/03/21	3 x books of second-class stamps	£23.76
29/03/21	Bin Liners	£4.00

The petty cash spent was noted

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

It is proposed by Cllr Mrs J Jackson and seconded by Cllr Gibson with all Councillors in favour to allow the Finance working group to authorise the payments in the absence of a Parish Council meeting.

9. Planning Consultations

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

- 20/00783/F – Alterations and conversion to existing barn into a dwelling – Woodside Barn, Lynn Road, Setchey
- 21/00524/F – Extension to community centre – William Burt Hall, Watering Lane, West Winch

b) Notices of Decision by Borough Council and County Council

- 21/00071/F - Variation of condition 2 of Planning Permission 20/00340/F: Proposed 3no. New dwellings and the demolition of existing bungalow – Glendawn, Rectory Lane, West Winch – BC Permitted
- 20/02072/F – A log cabin to be erected in the south west corner of the garden – 34 Back Lane, West Winch – PC Support – BC Permitted

10. Working Group Reports

a) Planning

Nothing to report

b) Finance

Nothing to report

c) Street Lighting

Nothing to report

d) Consultation

It is resolved to remove the consultation working group and to allow all Councillors to comment on consultation.

e) Playing Fields and Maintenance

The piece of grass down the middle of the car park is now ready to plant the wildflower seeds.

f) Health and Wellbeing.

It is resolved to remove the Health and wellbeing working group.

11. The date of the next meeting to be confirmed once government guidelines have been updated.

12. Close of Open Meeting – 20:25

13. Closed Session

It is resolved to co-opt Mr John Collier on to the Parish Council.

14. Close of Closed session – 20:30

Signed: _____

Dated: _____