



## West Winch Parish Council

Minutes of the ordinary meeting held on Tuesday 19<sup>th</sup> October 2021 at 7:30 in the Village Hall, William Burt Centre, Watering Lane, West Winch.

### Present

Cllr Mrs J Jackson (Chair), Cllr J Lamb, Cllr D Skerritt, Cllr R Shearn, Cllr Mrs M Summers (vice chair), Cllr P Jackson, Cllr Miss K Jackman, Cllr F Dutton, Cllr J Collier, Cllr B Thrower, Mrs S Watts (Clerk/RFO), Borough Councillor S Nash and P Gidney, County Councillor Ms A Kemp and two members of the public

### 1. Welcome from the Chair and to receive and consider Apologies for Absence.

Cllr Mrs M Summers will be chairing tonight's meeting.

Cllr Mrs M Summers would like to extend our condolences to Dot Cotters family. She was a member of the Parish Council many years ago and to the family of a teenage boy who died last week.

Apologies have been received and accepted from Cllr A Johnson

### 2. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 21<sup>st</sup> September 2021.

It was proposed by Cllr Mrs J Jackson and seconded by Cllr Shearn with all councillors in agreement that the minutes of the meeting held on Tuesday 21<sup>st</sup> September 2021 be signed as a true copy. The minutes were duly signed by the vice chair.

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

There were no declarations of interest

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

**County Councillor Ms A Kemp** – The County Council are putting £1 million into a community safety scheme fund with £140,000 going to West Norfolk. Individual schemes are limited to £10,000. Cllr Ms A Kemp has discussed some ideas with highways, and it has been suggested that improvements could be made to the Chapel Lane crossing on the A10. Residents have asked for the community bus to visit West Winch more than once a week but currently there is not enough funding. Cllr Ms A Kemp also spoke about Adult Social Care, Apprenticeship schemes, funding for planting new trees, and the Wisbech incinerator.

**Cllr P Gidney** – Borough Councillors have been given a £1,000 for community grants which they are able to give to a community project or event this will run until March 2022. Cllr Gidney also discussed the planting and caring for trees, the CIL Application process has now been simplified, the Wisbech incinerator and the stakeholder meeting with the Borough Council regarding the proposed development which is on the 1<sup>st</sup> of November.

**Cllr S Nash** – Cllr Nash has been speaking to North Runcton Parish Council and Middleton Parish Council regarding the stakeholder meeting for the proposed development. There has been

no update on the planning enforcement case regarding the wall at Deer fields, Setchey. Cllr Nash also reports on the contracts issues he is having with the Borough Council.

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

Mr D Garford informs the Parish Council that The Parish News is unlikely to return to being printed. For the next year it will be produced in digital format and published on the Parish Councils website and Facebook. At the end of 2022 Mr D Garford will no longer produce the Parish News. He would like to see someone take it over but if not, it will stop. Cllr Mrs J Jackson asks for more information about the costs involved in producing the magazine to determine if the Parish Council could consider taking it over.

Mr A Gipp asks if the Parish Council knows anything about highways clearing the cycle path along the A10. They have started from the Hardwick roundabout but seem to have stopped without clearing all the way through Setchey. Part of the cycle path opposite Garage Lane at Setchey is always covered in loose chippings. *The Clerk will contact highways.*

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

The Flagpole has been delivered. A flag is now needed for the flagpole. It is agreed by all Parish Councillors to spend £70 on a new flag.

The PICUS test on the oak tree will be carried out on the 18th November. The signpost in the layby by the village sign has been repaired. The war memorial will be cleaned before 14th November.

**7. Agenda Items**

- a) To update on the progress of the West Winch Play Facility. – Cllr Mrs M Summers  
A consultation was held on the playing field to ask residents if they would like a skate Park, a pump track or both. The final vote was for a pump track instead of skate park. The consultation was also held to find out what sort of climbing frame was preferred. The final vote was for a more traditional climbing frame. It was also discovered that the children would like a hill to run up and down to replace what they currently use the skate park for.
- b) To update on the progress of the Changing Rooms improvements. – Cllr Lamb  
The FA funding application is now open. The FCC funding application is still waiting for the costing of the fixtures and fittings. Letters of support and community involvement is still needed. Cllr Lamb and Thrower are struggling to get a full costing of the project due to how busy builder currently are and the rising cost of materials. Cllr Miss K Jackman suggests going to a company who can price the project from the plans that have been drawn up. There will be a cost attached to this service. *Cllr Miss J Jackman will investigate companies that could provide this service and give the information to Cllr Lamb and Thrower.*
- c) To consider if there is anything the Parish Council wants to use the Parish Partnership Bid 2022/23 for. – Cllr Thrower  
The locations for the Village Gates have been agreed but we are still awaiting an official quote. This item will be moved to next month meeting.
- d) To update on recording and tender for carry out safety inspection on all Parish Trees – Cllr Mrs J Jackson  
Cllr Jackson and Collier have inspected all the trees around the playing field. The Clerk is purchasing number tags and tree paint so each tree can be properly numbered and recorded and any branches that need to be removed can be sprayed so the handymen are aware of what to remove. The trees at Coronation Avenue still need to be inspected. Cllr Collier informs the Parish Council that there are trees growing through the fence behind the skatepark and are causing damage to the fence. *The Clerk will contact Zurich to find out who owns the fence.* Cllr Shearn suggests that the trees on the corner of Long Lane need cutting back to improve visibility when crossing the road.
- e) To consider the work needed to the tree on Coronation Avenue. – Cllr Mrs J Jackson  
The Clerk has received a quote for trimming back the tree and for removing the tree. The tree is growing at an angle and is very close to a residential property. After discussion it is proposed to remove the tree with all Councillors in favour.
- f) To consider and resolve allowing the Social Club to have a Takeaway van in the car park on agreed nights.  
Cllr Mrs M Summers reminds the Parish Council what is stated in the Parish rules regarding the use of the car park for vendors. After discussion it is proposed that the takeaway van will be allowed for a trial evening but will only be for the use of the Social Club members. All Councillors are in favour. *The Clerk will contact the Social Club to let them know*

- g) To consider the quote to improve the pathway around the tennis court  
A quote has been obtained for improving the pathway around the tennis court as it becomes very muddy during the winter months. As the fencing around the tennis court may now need some improvements it is resolved that for this winter the handymen will continue putting bark chippings down and relook at the problem when the fence issue has been resolved.

## 8. Accounts & Finance including:

### a) To Note Balance of Account on Monday 11<sup>th</sup> October 2021

Community Account	£ 13,306.10
Business Saver Account	<u>£ 66,144.56</u>
	£ 79,450.66

The Balance is noted

### b) To note Quarterly Financial Projections

The Quarterly financial projections are noted.

### c) To consider payments for October

OL21/27- OL21/29	Handyman, Groundsman, Casual Groundsman and Clerks October Salary	<b>£978.49</b>
DD	HMRC – October PAYE	<b>£34.00</b>
OL21/30	Mrs S Watts – Clerk Expenses	<b>£15.34</b>
OL21/31	Handyman Travel Claim	<b>£3.60</b>
OL21/32	Casual Handyman Travel Claim	<b>£4.95</b>
OL21/33	Westcotec – Street light maintenance October 2021	<b>120.92</b>
DD	E-on – October 2021	<b>£122.47</b>
OL21/34	Petty Cash Top up	<b>£190.45</b>
OL21/35	King's Lynn Signs – Keep clear sign	<b>£17.04</b>
OL21/36	Brewers Decorator centre – Stain for bench	<b>£19.96</b>
CH104126	ICO – Annual Fee	<b>£40.00</b>
CH104127	RBL – Poppy wreath	<b>£35.00</b>
OL21/37	URM – Empty Bottle Bank	<b>£18.00</b>
OL21/38	CGM – Grass Cutting - September	<b>£15.12</b>
OL21/39	CGM – Grass Cutting August	<b>£105.78</b>
OL21/40	Gallagher – Insurance	<b>£889.16</b>
OL21/41	Flagpole Express – 6m Flagpole	<b>£470.40</b>

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

### d) To Note money received

01/10/21	Interest	<b>£0.54</b>
11/10/21	Social Club – September Ground Rent – inv 21/08 – Bacs	<b>£280.50</b>
24/09/21	Funds from closed tennis club	<b>£2573.77</b>
11/10/21	Social Club – AW 9/11/20 – 08/08/21 – inv 21/12	<b>£217.11</b>
13/10/21	Carters' accommodation – field hire	<b>£50.00</b>

The monies received is noted

### e) To Note Petty Cash Spent

24/09/21	Wire to repair tennis court	<b>£18.68</b>
24/09/21	Wood to repair bench	<b>£89.00</b>
27/09/21	Shackles for swing	<b>£16.50</b>
01/10/21	Shackles for swing	<b>£9.90</b>
01/10/21	Engineering bricks	<b>£8.34</b>

The petty cash spent is noted

## 9. Planning Consultations

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

- 21/01839/LB – Erection of 2m high fence, within curtilage of a listed building – Market Cottage, Lynn Road, Setchey, PE33 0BD – Planning Application withdrawn
- 21/01879/F – Extension and alterations to dwelling – Greenmase, 20 Long Lane, West Winch, PE33 0PG.
- 21/01906/F – Erection of 2m high fence within the grounds of a listed building – Market Cottage, Lynn Road, Setchey, PE33 0BD

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

No New decision notices

## 10. Working Group Reports

### a) Planning

The stakeholder meeting with the Borough Council regarding the proposed development will take place on the 1<sup>st</sup> November.

### b) Finance

Nothing to report

### c) Street Lighting

Nothing to report

### d) Playing Fields and Maintenance

The Flagpole has been delivered. The handymen have put the concrete base in ready for the Flagpole to be installed. Job cards are being produced for the handymen to fill in for time spent on tasks. The working party would like to see the job cards before each meeting. Cllr Thrower has been contacted by some companies regarding solar panels for the Village Hall and the proposed extension and is going to set up some meetings. Quotes are being received for repairing the tennis court fence.

## 11. To receive Items for the next meeting agenda by Thursday 4<sup>th</sup> November 2021.

It is asked that the Clerk to contact highways asking them to review line painting on the corner of Hall Lane and Watering Lane and Parking on the corner of Watering Lane and Back Lane. A sign needs putting on the tennis courts fence saying no dogs allowed.

## 12. To confirm the date of the next meeting of the Parish Council scheduled for Tuesday 16<sup>th</sup> November 2021 at 7:30pm in West Winch Village Hall

## 13. Close of Open Meeting – 9:15pm

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_