



West Winch Parish Council

Minutes of the ordinary meeting held on Tuesday 15th February 2022 at 7:30 in the Village Hall, William Burt Centre, Watering Lane, West Winch.

Present

Cllr Mrs J Jackson (Chair), Cllr P Jackson, Cllr J Lamb, Cllr D Skerritt, Cllr R Shearn, Cllr Mrs M Summers (vice chair), Cllr J Collier, Cllr B Thrower, Cllr A Johnson, Borough Councillor S Nash, Borough councillor P Gedney, County Councillor Ms A Kemp and one members of the public

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

Cllr Mrs J Jackson welcomed everyone to the meeting. Apologies were received and accepted from our Clerk, Mrs S Watts, Cllr F Dutton and Cllr Miss K Jackman.

2. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 19th January 2022.

It was proposed by Cllr Mrs Summers and seconded by Cllr Lamb with all councillors in favour that the minutes of the meeting held on Tuesday 19th January 2022 be signed as a true copy. The minutes were duly signed by the 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)

Borough Councillor P Gidney – talked about the BC Planners and the Admin Team struggling with workloads. NCC are looking at the old Argos building for a community hub space. The Waterfront and quayside have projects planned which should encourage more tourists to visit.

County Councillor Ms A Kemp – spoke of many topics including: having concerns about the library moving to the old Argos building as this money could be spent on the Guildhall. The NCC budget decision is next Monday. The library budget for schools could be totally cut. Concerns about the BC Press Release regarding Hopkins site. Trees have arrived for Setchey. We have the highest carbon footprint in Norfolk. Pedestrian crossing in West Winch has been discussed again. The Chair thanked Alex for organising the Schools signs in the village which had attracted comments on the village Facebook page.

Borough Councillor S Nash – spoke of his chairing his first Standards Committee Meeting at the BC. Officers are taking legal advice re breach of condition notice at Deerfields. There is a £200 Jubilee grant available from the BC. He has his BC £1K still available which could be used for the Changing Rooms improvements.

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

A resident asked about the Metacre application advertised in the free paper. The Chair explained it was for 500 homes in the centre of the village and was a previously submitted application which had been held in abeyance for about 2 years whilst an Environmental Survey was carried out. We had held public meetings back then with our great residents attending and writing letters of objection. Once the application becomes valid again the PC will check that the previous correspondence is still on the Planning system. He also asked about 2 incidents which concerned him in the village – a murder and a stolen shot gun. The Chair agreed it was worrying but if he wanted to attend a

meeting with the Police, they do invite residents regularly to go along and voice their concerns. She will ask the Clerk to send him details of these meetings.

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

Broken Hall Lane sign reported to the Borough Council 20th Jan. Cllr Johnson is booked on to the Councillor induction training in March. The draft tree policy has been updated but as Cllr Collier will be attending Basic tree survey and inspection course in April we will wait until the April meeting to agree the policy in case any changes need to be made. Four companies have been asked to quote for the work needed on the Oak tree and this will be added to the March agenda. There is still one vacancy on the Parish Council. Quotes for the car park resurfacing are being obtained and hopefully it will be on the March agenda to see if it is something that we can consider doing.

Cllr Mrs Summers added her thanks to councillors for tidying up the wreaths in the churchyard.

7. Agenda Items

- a) To update on the progress of the West Winch Play Facility. – Cllr Mrs M Summers

The Funding Agreement is almost signed off and has gone for approval. The Clerk had spent a lot of time sorting out the project costs which had to be split right down for the Agreement. The Chair thanked both the Clerk and Cllr Mrs Summers for their hard work with this project.

- b) To update on the progress of the Changing Rooms improvements. – Cllr Lamb

Problems getting Jewsons to produce a correct fixtures and fittings price list for the total Project cost. Some items they don't stock so can't price for. Good progress had been made on the application write up. Cllr Lamb has spoken to a funding group and will be approaching Sport England. The Chair thanked both Cllr Lamb and Cllr Thrower for all their work with this project. Thanks, were also given to Cllr Johnson who is working on the Lettings Agreement.

- c) To consider adding an extra dog bin.

The Chair advised that a large bin which had been previously suggested was not feasible as the BC don't empty that size. The cost of a new dog bin would be £182 for a 25 litre bin and a 35 litre bin would be £310. The cost of emptying the bin is £1.90 per week which is £98.80 per year. It was proposed by Cllr Collier that a 35 litre bin be purchased and placed near the field entrance on Hall Lane to the north of the playing field, thus having a bin at all four corners of the field. This was seconded by Cllr Johnson with all in favour. The Chair advised that dog waste bins in the Coronation Avenue area had been overfilled by someone dumping large bags of waste. The Chair has asked the Clerk to laminate a notice advising residents that dog waste can be placed in their own black bins if double wrapped.

- d) To consider arrangements for the Annual Residents meeting to be held on Tuesday 22nd March 2022

A discussion took place and it was agreed that parish groups and organisations will be contacted and invited to send a written report or speak in person at the meeting. Refreshments won't be served to avoid people gathering together. The Clerk will advertise the event in the normal way.

- e) To consider allowing the Social Club to use the playing field on Friday 3rd June 2022 for the Queen's Jubilee.

The Clerk had emailed the councillors before the meeting. It was agreed that the PC allow the Social Club to use the field for this Jubilee event and it was noted that the Club would be open to non-members as well that day making it an inclusive event. The Chair will ask the Clerk to send approval for the event to the Social Club subject to a litter pick afterwards and to send a link to the £200 Jubilee grant available for such events. She would ask them to speak to the Chair if help was needed with the grant application.

8. Accounts & Finance including:

- a) To Note Balance of Account on Monday 7th February 2022

Community Account	£ 15,029.62
Business Saver Account	£ 66,146.79
	£ 81,176.41

The Balance was noted

b) To appoint an auditor for April 2021 to March 2022 Accounts Internal Audit.

The Chair advised that our normal Auditor is Jo Raby who has been carrying out our audit for many years now. It was agreed that she be asked to carry out the next audit.

c) To consider payments for February

OL21/75	Build Aviator – Football changing rooms estimate	£378.00
OL21/76 – OL21/77	Casual Handyman and Clerks February Salary	£734.86
DD	HMRC – February PAYE	£46.40
OL21/78	Mrs S Watts – Clerk Expenses	£15.34
OL21/79	Casual Handyman Travel Claim	£2.25
OL21/80	Westcotec – Street light maintenance February 2022	£120.92
OL21/81	West Norfolk Disability information services – Access audit for New football changing rooms	£100.00
OL21/82	C Hotson – tree work Coronation avenue	£400.00
OL21/83	Mr Sparkle cleaning services – trim holly bush Watering Lane	£100.00
OL21/84	NCC – Gritting Dec 21	£605.81
OL21/85	CGM Ltd – Grass Cutting Oct 21	£15.12
OL21/86	King's Lynn Signs – No Dogs Sign	£15.84
OL21/87	CPRE – Annual Membership	£36.00
OL21/88	Norfolk PTS – Induction training Cllr Johnson	£40.00
DD	Anglian Water – 09/11/21 – 08/02/22	£389.66
OL21/89	Trundley Properties Ltd – Asbestos survey for Football changing rooms.	£420.00

It was agreed to pay all the above invoices except Build Aviator (football estimate). This was proposed by Cllr Shearn and Seconded by Cllr Johnson with all councillors in favour. It was noted after the meeting that the Build Aviator invoice had been a pro forma one, so already paid before estimating has commenced.

d) To Note money received

01/02/22	Interest	£0.51
13/01/22	NCC – Recycling credit	£19.21
31/01/22	Social Club – Gritting Nov & Dec – inv 21/22 - Bacs	£276.25
31/01/22	Social Club – Ground Rent Jan – inv 21/08 - Bacs	£280.50

Monies received were noted

e) To Note Petty Cash Spent

03/02/22	Bin Liners	£9.20
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Petty Cash spent was noted

9. Planning Consultations

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

- 22/00158/F – Proposed extensions and alterations including refurbishment (redesign). Proposed link and extension to outbuilding – Oakanash, Lynn Road, Setchey, PE33 0AZ

b) Notices of Decision by Borough Council and County Council

- 21/02216/F – Single Storey extension to side of existing bungalow – 3 Pell Place, West Winch, PE33 0SP – PC No objection, BC Permitted
- 21/02372/F – Remodel internal layout to increase number of bedrooms and improve current room sizes. Provide side extension to increase kitchen and living spaces. Provide new detached garage. – 4 willow drive, Setchey, PE33 0BG – PC No objection, BC Permitted
- 21/01332/NMA_1 – Non-material amendment to planning consent 21/01332/F: Variation of condition 2 attached to planning permission 18/000995/F: Proposed development of three dwellings – Miller Chicken Farm, 80 Main Road, West Winch, PE33 0LY. – PC No reply, BC Permitted

10. Working Group Reports

- a) The Planning Chair had nothing to report
- b) The Finance Chair informed everyone that he may need additional funds for the Football Changing Rooms project.
- c) The Street Lighting Chair had nothing to report
- d) The Playing Fields and Maintenance Chair informed everyone that human excrement had been removed from the bus shelter near Coronation Avenue and fly tipping had occurred near the village sign and would need reporting. As this is on parish council land it was advised that it is the responsibility of the PC.

11. To receive Items for the next meeting agenda by Thursday 3rd March 2022.

- Oak Tree Quotations
- Car Park Resurfacing

12. To confirm the date of the next meeting of the Parish Council scheduled for Tuesday 15th March 2022 at 7:30pm in West Winch Village Hall

13. To confirm the date of the Annual residents meeting Tuesday 22nd March 2022 at 7:30pm in West Winch Village Hall

14. Close of Open Meeting – 20:40

15. Closed Session

a decision was made regarding the Stephen Walker Cup and Job descriptions and contracts for the handyman and groundsman posts were discussed.

Signed: _____

Dated: _____