



## West Winch Parish Council

Minutes of the ordinary meeting held on Tuesday 15<sup>th</sup> March 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 D Skerritt, Cllr R Shearn, Cllr Mrs M Summers (vice chair), Cllr J Collier, Cllr B Thrower, Cllr A Johnson, Cllr Miss K Jackman, Cllr F Dutton (arrived 7:35pm), Mrs S Watts (Clerk), 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 Cllr J Lamb and Borough Councillor S Nash

#### 2. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 15<sup>th</sup> February 2022.

It was proposed by Cllr Collier and seconded by Cllr Skerritt with all councillors in favour that the minutes of the meeting held on Tuesday 15<sup>th</sup> February 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)

**County Councillor Ms A Kemp** – Cllr Ms A Kemp spoke about the County Councils budget including adult social care and foster care and the proposed incinerator in Wisbech. The Parish Council has been awarded the Parish Partnership grant for the village gates at Setchey. The 20mph sign has been put up at the school but the branches need to be cut back. The Metacre planning application environmental statement is now available to comment on. The stakeholder group will meet again shortly. There is no provision in the application for the high school.

**Borough Councillor P Gidney** – Cllr P Gidney spoke about the Borough Council Town Deal and new building regulations coming out in June. Cllr S Nash will give his Councillor community grant to the football changing rooms project.

Cllr Skerritt asks Cllr P Gidney if he could provide a letter of support for the football changing rooms.

#### 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 request for a new dog bin has now been approved by Norfolk County Council so the new bin will now be ordered. A reminder that the residents meeting is next Tuesday starting at 7:30pm. The data from the SAM2 device has been sent to the community police team. The draft tree policy has been updated but as Cllr John 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.

A meeting is going to be organised with Highways to see if anything could be done to slow the traffic down around the village.

#### 7. Agenda Items

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

The playground equipment has been ordered. The pump track contract has been signed. Cllr Mrs J Jackson thanks everyone on the play facilities project group for the work they have done. Cllr Shearn asks if the railings around the skatepark will be kept as they will not be needed for the pump track. It is confirmed that they will be kept. There have been offers to remove the skate park and there are possibilities of selling or recycling the play equipment. Construction of the playground equipment is around 3 weeks and for the pump track around 6 weeks. It is suggested that the Parish Council could contact the Borough Council to see if they would like to use any of the equipment on the Leete Way playground. *Clerk will contact the Borough Council.*

- b) To update on the progress of the Changing Rooms improvements. – Cllr Lamb  
The fixtures and fitting prices are still being researched. Cllr Lamb is concerned about the total cost of the project and if it is achievable as cost of building continue to rise.
- c) To consider the cost of URM Emptying our Bottle bank  
The cost of emptying the bottle bank is going to rise from £15 per tonne to £36 per tonne in April. The recycling credits that we received from Norfolk County Council is currently £64 per tonne. It is proposed by Cllr Miss K Jackman and seconded by Cllr Shearn with all Councillors in favour that we remain with URM to empty our bottle bank.

## 8. Accounts & Finance including:

### a) To Note Balance of Account on Monday 7<sup>th</sup> March 2022

Community Account	£ 13,335.11
Business Saver Account	<u>£ 66,147.30</u>
	£ 79,482.41

The balance is noted

### b) To acknowledge Pay increase for Clerk and Handyman.

The casual handyman who is on minimum wage will receive the government increase of 59 pence. In April the clerk will receive a lump sum of back pay for the agreed cost of living increase for 2021/22 by NJC of 20 pence per hour and in April will also move from SCP 12 to SCP 13.

### c) To consider payments for March

OL21/90 – OL21/91	Casual Handyman and Clerks March Salary	<b>£777.72</b>
DD	HMRC – March PAYE	<b>£57.00</b>
OL21/92	Mrs S Watts – Clerk Expenses	<b>£128.93</b>
OL21/93	Casual Handyman Travel Claim	<b>£1.80</b>
OL21/94	Westcotec – Street light maintenance March 2022	<b>£120.92</b>
OL21/95	William Burt Social Club – Elec usage – 04/01/22 – 04/02/22	<b>£60.35</b>
OL21/96	NCC – Gritting Jan 22	<b>£1211.62</b>
OL21/97	CGM – Slitting the playing field	<b>£63.00</b>
OL21/98	BCKLWN – Emptying dog bins 03/21 – 02/22	<b>£1086.80</b>

It was agreed to pay all the above invoices. This was proposed by Cllr Miss Jackman and Seconded by Cllr Shearn with all councillors in favour.

### d) To Note money received

01/03/22	Interest	<b>£0.51</b>
17/02/22	Village Hall – AW Nov – Feb	<b>£112.17</b>
18/02/22	Social Club – AW Nov – Feb	<b>£224.24</b>
25/02/22	Social Club – Gritting	<b>£336.56</b>
28/02/22	Social Club – Ground Rent – Feb	<b>£280.50</b>
28/02/22	Bowls Club AW Nov – Feb	<b>33.57</b>
07/03/22	Adult football club – inv21/21	<b>£327.44</b>

Monies received were noted

**e) To Note Petty Cash Spent**

There was no Petty cash spent this month

**f) Planning Consultations**

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

- 21/02363/F – Rebuilding of original Carrstone wall in connection with planning application 20/00303/FM – Deerfields, Lynn Road, Setchey
- 18/02289/OM – Outline Application: up to 500 homes with a neighbourhood centre, associated landscaping, parking, and supporting infrastructure – Land at West Winch

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

There were no decisions this month

**10. Working Group Reports**

a) The Planning Chair to give a report

Nothing to report

b) The Finance Chair to give a report

Nothing to report

c) The Street Lighting Chair to give a report

There are some streetlights which keep being reported and keep breaking. *The clerk will email Westcotec to ask them to meet with us next time they are in the village to check they are repairing the correct streetlights.*

d) The Playing Fields and Maintenance Chair to give a report

The Ukraine flag is now on flying on the flagpole in support of Ukraine. The Union Jack flag that has been taken down is damaged on one corner. *The clerk to report the damage to the company it was purchased from and investigate the protocol for when to fly the Union Jack.*

The possibility of designing a Village flag was discussed.

One of the windows at the Village Hall has been broken. The CCTV has been checked and the culprit has come forward with the help of a post on Facebook and has offered to pay for the damage.

**11. To receive Items for the next meeting agenda by Thursday 7<sup>th</sup> April 2022.**

Quote for an extra CCTV camera for the new playground.

**12. To confirm the date of the next meeting of the Parish Council scheduled for Tuesday 19<sup>th</sup> April 2022 at 7:30pm in West Winch Village Hall**

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

**14. Close of Open Meeting – 20:20**

**15. Closed Session**

There was an Update on Part-time handy person and grounds person positions which will be advertised on the Facebook page, website and notice board with the closing date of the beginning of April and interviews shortly after. The quotes for works to Oak Tree were considered and a contractor was decided upon.

**16. Close of closed session 20:35**

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

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