

## WIGGENHALL ST GERMANS PARISH COUNCIL

### An Ordinary Parish Council 'Virtual' meeting will be held on Monday 8<sup>th</sup> March 2021 on 'Zoom' commencing at 7.30 pm.

This meeting will be held virtually in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Councillors are summoned to the above meeting for the purposes of transacting the following business. The Press and Public are welcome to attend. The meeting can be viewed, and you can make representation on agenda items during the public forum, which will not exceed 15 minutes unless directed by the chairman of the meeting. To attend the meeting please use the line below:

*To attend via Zoom you will need to have a video/audio device connected to the internet with the Zoom App installed. Please ensure your microphone is switched off unless invited to speak by the chairman to reduce background noise, all those attending are requested to provide forename and surname when joining and Cllrs are requested to put Cllr in front of their name.*

Join Zoom Meeting:

<https://us02web.zoom.us/j/86525031821?pwd=T1BFNkdUdnZ1UldlPZ2hTVWExRGFFUT09>

Or Phone Dial In: +44 131 460 1196

Meeting ID: 865 2503 1821 Passcode: 588367

- 18/21 To receive and approve apologies for absence.
- 19/21 To receive declarations of interest for items in the agenda and any requests for dispensation.
- 20/21 Co-option to fill councillor vacancy.
- 21/21 To hear from the public.
- 22/21 To approve minutes from meeting held on 11<sup>th</sup> January 2021.
- 23/21 To hear reports from visiting Officers.
- 24/21 To review and ratify (Business Continuity Plan) actions taken using delegated authority during COVID-19 National Emergency.
- 25/21 Clerk & Cllr updates on actions from previous meetings:
  - a. Flagpole and Ali Done presentation – to consider date.
  - b. River Silting – update.
  - c. Smart Meter installed by EOn at the pavilion on 3 Feb 21.
  - d. Dyke Fly-tipping (*hippo-bag etc*)
  - e. FP3 defects and misuse reported 27 Jan 21 – Update.
  - f. COVID mask-compliance – reminder sent 27 Jan 21.
  - g. Common Rd Hedge maintenance – letter of thanks to Eaubrink Farms sent 27 Jan 21.
- 26/21 Traffic & Highways issues:
  - a. To received SAM2 report – Cllr Keal.
  - b. Update on Corner of Fitton Rd adj Lewis Dr. Cllr Ward to provide update.
  - c. Memorial Village Hall car park. Cllr Ash to report on update from MVH Cttee.
- 27/21 Correspondence – Clerk to report on correspondence received.
  - a. Expression of interest in becoming a Parish Councillor.
  - b. Concerns from Mill Road resident. – email responded to by clerk and circulated.
  - c. Application from Norfolk Citizens Advice for donation.

- 28/21 Councillor reports: To receive reports from councillors.  
a. Fly Tipping Hasting Lane update – Cllr Rust.
- 29/21 Crime and Anti-Social Behaviour:  
a. Community Engagement initiatives update – Nothing to report.  
b. ASB on Fitton Rd and Sluice Road.  
c. Arson at Playing Field/Allotments 22 Feb 21.  
i. To hear report.  
ii. To review the ASB report recommendations and options dated 02 Mar 20.  
iii. To decide action to be taken to address ASB in the parish.  
d. Memorial Hall incidents.
- 30/21 Report on development of proposal for Trod path to Wiggenhall St Mary – Cllr Keal lead.
- 31/21 Review of Orders, Regulations and Policies.  
i. Financial Regulations.  
ii. Documentation Retention and Disposal.  
iii. Approach to Planning.  
iv. Grant and Donation Policy.  
v. Training and Development Policy.
- 32/21 To receive report on Pavilion water management and maintenance.
- 33/21 To approve terms and conditions for AFC Lynn Napier Football Club to make the Leonard Towler Playing Field and Pavilion their new club 'home' for season 2021-22 from 1<sup>st</sup> July 2021.
- 34/21 Motion to amend grass cutting contract to include the area between chain-link fence and road at the Pavilion/Bowls Club carp park.
- 35/21 Motion to remove Wiggenhall FC sign from the pavilion.
- 36/21 Finance:  
a. To approve payments.  
b. To reconcile accounts.  
c. To ratify decision to change pavilion and pitch charging to a single whole season charge for prospective new Football Club with 4 teams.  
d. To consider Norfolk Citizens Advice donation application.
- 37/21 Planning.  
a. Applications to consider: None  
b. Decisions notified by Borough since last meeting:  
i. 20/02004/F | Proposed side two storey extension and rear flat roof extension | 23 Mill Road Wiggenhall St Germans Norfolk PE34 3HL Status: Application Permitted – PC Objected. Review reasons for objection influencing permission.  
ii. 20/01961/CU | Change of use from Dwelling (C3) to Office (E(g)(i)) | West View 19 Common Road Wiggenhall St Mary The Virgin Norfolk PE34 3EN Status Application Permitted  
c. Consider whether to comment on Applicant's Appeal against the BC refusal of 20/00671/O - Land South of 50 Common Road, Wiggenhall St Mary The Virgin.
- 38/21 Annual Parish Meeting  
a. To ratify decision to set date of 26 April 21 at 7.30pm.  
b. To consider latest Government advice and Memorial Village Hall Venue availability to determine whether to hold the meeting on Zoom or in the Village Hall.
- 39/21 Items for Agenda for the Annual Meeting of the Parish Council to be held on 10th May 2021.

*Mike Inder*

Mr M G Inder  
Clerk – Wiggenhall St Germans Parish Council

03 March 2021  
[wiggenhallstgermanspc@outlook.com](mailto:wiggenhallstgermanspc@outlook.com)