

WIGGENHALL ST GERMANS PARISH COUNCIL

**MINUTES OF AN ORDINARY MEETING OF THE PARISH COUNCIL HELD ON MONDAY 27th SEPTEMBER 2021
at 7.30PM, CONVENED IN THE MEMORIAL VILLAGE HALL.**

Present:

Parish Councillors: Rob Keal (Chairman), David Rust, Margaret Blackburn, Margaret Bunkall (left meeting after 89/21.d.), Scilla Ash and Robert Ward.

Parish Clerk – Mike Inder.

Borough Councillor – None

County Councillor – None

Apologies – Cllrs Mary Fredisdottir, Robert Rawlings.

Absences – Nil.

Public – Nil.

81/21 **Opening and Apologies** Cllr Keal opened the meeting at 7.30pm, welcomed everyone and stated that the meeting was being recorded.

82/21 **Declarations of interest for items on the agenda:** None.

83/21 **To hear from the public:** None present.

84/21 **Approval of Minutes of the meeting held on 26th Jul 2021:** Having been previously circulated, the minutes were proposed by Cllr Blackburn, seconded by Cllr Keal, and agreed as a true reflection of the meeting and the minutes. The minutes were signed by the chairman.

85/21 **Visiting officer reports:** none received.

86/21 **Finance:**

- a. Authorisation of payments: all agreed to authorise and ratify the payments at Annex A plus an invoice for reimbursement for Flower Festival Flowers to Cllr Fredisdottir for £18.
- b. Accounts Reconciliation: Account's reconciliation prepared by the clerk and sample audit carried out by Cllr Rust.

87/21 **Updates on actions from previous meetings:**

- a. Pavilion shower and toilet installation; the football club have completed the planned installations.
- b. Pavilion CCTV, has been installed, commissioned and is operational.
- c. SAM2 Battery replaced, similar issues with SAM2 installed at Saddlebow with the other original battery, unsure if it might be interference of branches from a nearby tree, further investigation to be carried out when re-sited.

88/21 **Traffic and Highways Issues:**

- a. Cllr Keal is due to re-site the SAM2 this week and will forward data to the clerk to analyse and display on the council website.
- b. **Fitton Rd corner:** Cllr Ward reported that he had spoken with the property owners, and they agreed with the trod proposal. A letter providing easement will be drafted by the clerk to assist in the process. The clerk has not yet received the Trod quote from Highways and will hasten. Once costed the clerk will approach C. Cllr Long to inform him of the proposal for "Member's Fund" consideration.
- c. **Mill Road Pothole at entrance to PF car park:** Cllr Ward informed the meeting that West Norfolk Surfacing, supplied a load of planings for £150 and that Mr David Ward had again assisted by filling and levelling the planings where required. There are planings left to fill after settlement.

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- i. The Council, ratified the decision between meeting to pay Mr Ward £50 toward his fuel and labour as this is the second time he has assisted voluntarily and has saved the Council expenditure on a greater scale as quoted in the addendum to 69/21.c.
- d. **Lord's Bridge subsidence;** Cllr Blackburn reported that having been re-reported the area has been marked for repair.
- e. **Sluice Road flooding;** the flooding on the corner near the bridge on Sluice Road is planned for rectification by Highways and the clerk asked the Highways Area Engineer for a Road Liable to Flooding sign until the repair is affected, he agreed to site a temporary one – Nothing further to report.

89/21 **Correspondence:** The following correspondence has been received and was circulated by email for consideration:

- a. Complaints re lack of verge trimming. *See 97/21.*
- b. Renewal notice for live music licence. *Not required for coming year.*
- c. Norfolk ALC – Digging Up Norfolk information and call for support.
 - i. Proposal made by Cllr Blackburn to support the OTN campaign by allowing the Council's name to be included in significant campaign correspondence, seconded by Cllr Ward, voted in favour.
- d. Networks Power notification of power outage on 16th Sep for trimming trees.
- e. Saddlebow Highways – notice of surveyor and Rangers visits – call for additional work to be considered. (Webinar info on website). The remaining existing 3 main concerns of the St Mary's Bridge Corner flooding, collapsed roadside and verge on Church Road Wiggshall St Mary the Virgin and Mill Road subsidence.
- f. Saddlebow resident notice of report submitted re FP6 overgrown area cut but leads to a dead end with field planted with Barley. *Field now harvested.*
- g. Email from parishioner requesting a PC flower arrangement for the Flower Festival 25/26 Sep 21. *Responded to with Cllr Fredisdottir purchasing flowers for an arrangement.*
- h. RBL Poppy appeal reminder. No Cllrs were available to represent the council on 14th Nov, a volunteer would be sought to lay the PC wreath that the clerk has stored from last year and the budgeted donation of £25 would be paid to the local RBL branch.

90/21 **Criminal Damage & Anti-Social Behaviour:**

- a. **Pavilion roof tiles;** 2 further tiles dislodged and re-seated prior to the installation of CCTV, nothing to report subsequently.
- b. **Community Engagement Initiatives;** Cllr Keal has the materials for repainting the rusty goal on the MH field and will complete the work on an opportunity basis.

91/21 **Trod to Wiggshall St Marys proposal** – Cllr Ash reported that she had received a response from a Middle Level Engineer who has asked for further information and a map/sketch, Cllr Keal offered to supply Cllr Ash with the one he prepared last year.

Action: Cllr Ash to progress the options further with the Middle Level and report to council.

92/21 **Pavilion AED proposal:** Cllr Blackburn provided an update that she had not received a response from the FC yet and would contact them again. Further research is required, and the clerk offered to see if the Shouldham project information could assist and would forward what he had to hand.

Action: Cllr Blackburn to further develop the AED proposal.

- 93/21 **Platinum Jubilee Tree;** Cllr Ash reported that the proposed tree to commemorate the Queen's Platinum Jubilee in 2022 had been discussed with the MH Secretary and an area of the field to the rear of the hall seemed appropriate and it would be covered by the MH CCTV. The clerk mentioned that Boughton PC had recently gone through the specimen selection process and identified a local supplier, he offered to share that information. Council agreed to a budget of up to £250 to ensure the project could be progressed between meetings as planting would ideally be in the autumn.

Action: Cllr Ash to further develop the Platinum Jubilee tree proposal and if able to proceed within the budget agreed would consult Cllrs for an agreement to do so.

- 94/21 Cllr Rust proposed the planting of a row of trees at the far end of the Leonard Towler Playing Field and has made an application via Cllr Long for a 10 orchard trees pack from the Norfolk County Council Million Trees campaign. Council supported the initiative.
- 95/21 **Council representative at the Remembrance Day Service;** covered at 89/21.h.
- 96/21 **Annual Play Equipment Inspection review:** Council reviewed the report between meetings and there was only one immediate observation of concern and a number of minor observations. The twin open swings that had suffered a bolt failure had been recommended for the fitment of a secondary safety chain. The clerk had reviewed options and suggested a loop chain, (re-purposing the chains removed last year) over the cross bar and shackles to fix it to the main chains, council supported this initiative. The remaining tightening of fixings and painting/treating surfaces observations are already known, and a work party was agreed at the last meeting.
- 97/21 **Maintenance of verges:** the number of complaints from the public and observations by cllrs over the last few months regarding the overgrown verges and the safety impact in an area that is not well served by pavements was discussed with the Area Highways Engineer to see what factors were causing the issue and what practical solutions could be put into effect. The response was that the County Council had reduced cuts from 3 to 2 a year and more recently to 1 annual cut after flowering plus an additional cut at junctions with reduced visibility. That was budget savings driven and any request for additional cuts in the Parish would not be met favourably as it would have to be reciprocated across the County and is not funded. The opinions and concerns of the local road users cannot be dismissed purely by budget restraint decisions, and it was decided that the PC can't wait for an accident before taking further action to make the highways and byways safe for all road users all year. As a starting point the Council decided to consult the community via the Newsletter to both inform them of the situation and to ask them to inform the PC of the most dangerous areas in their experience, that can then be analysed and then presented to the County Councillor to raise it at County Council.
- 98/21 **Planning:** the following applications were circulated by email for review online, there were no further comments:
- a. Applications to consider:
 - i. [21/01371/F](#) | Proposed single storey rear extension | 75 Sluice Road Wiggshall St Germans King's Lynn Norfolk PE34 3ET – Supported.
 - ii. [21/01281/F](#) | Alterations and extension and retrospective outbuilding | 36 Sluice Road Wiggshall St Germans King's Lynn Norfolk PE34 3EF – Decision to support.
 - b. Decisions notified by Borough since last meeting:
 - i. 21/00580/F | Extension to dwelling | Clair View 3 Church Road Wiggshall St Mary the Virgin Norfolk PE34 3EH. PC Supported, Application Permitted.
 - ii. 21/01300/PAGPD 12 St Peters Road Wiggshall St Germans King's Lynn Norfolk PE34 3HB | Status: Decided
 - iii. 21/01289/F | Nursery House High Road Saddlebow King's Lynn Norfolk PE34 | Status: Application Permitted – PC Supported.

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- iv. 21/01194/F | 22 Mill Road Wiggshall St Germans King's Lynn Norfolk PE34 | Status: Application Permitted – No PC submission.
- v. 21/00882/F | 4 Orchard Road Wiggshall St Germans King's Lynn Norfolk PE34 | Status: Application Permitted – No PC Submission.
- vi. 21/01440/F | 5 Clover Walk Wiggshall St Germans King's Lynn Norfolk PE34 3FH| Status: Application Permitted – PC No comment.
- vii. 21/01212/F | Barley Twist 1 St Peters Road Wiggshall St Germans Norfolk PE34 3HB| Status: Application Permitted – PC no comment.

The clerk commented that the missed response dates continued to be an issue that the new correspondence protocol has yet to flush through.

99/21 **Items for the agenda of the Annual Meeting of the Parish Council to be held on 22nd November 2021:** The lack of attendance by the public at the last 3 meetings in the Memorial Hall was commented on and it was suggested that the Newsletter make it clear the Council values their participation. Cllr Ash asked for the maintenance of the village sign to be added as it was looking in need of a wash and assessment for refurbishment.

The Chairman thanks those present for their contributions and closed the meeting at 9.30pm

Signature:

Chairman

Date

Prepared by Mike Inder, Clerk to Wiggshall St Germans Parish Council.

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Annex A

20 September 2021 (2021-22)

Wiggenhall St Germans Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
47 Staff Salary & PAYE	10/08/2021		Barclays Community A		PAYE	H M R C	E	103.60		103.60
48 Staff Salary & PAYE	10/08/2021		Barclays Community A	BACS	Salary	Clerk	E	424.67		424.67
50 Drainage - IDB	10/08/2021		Barclays Community A		Drainage rate	East of the Ouse, Polver & Ni	E	75.24		75.24
49 Telephone	10/08/2021		Barclays Community A	DD	Telephone	Tamar Telecom	S	4.99	1.00	5.99
51 Grass Cutting -Football pitch	10/08/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	110.70	22.14	132.84
52 Grass Cutting - Bowls Verge	10/08/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	16.00	3.20	19.20
53 Grass Cutting - Legge Place/!	10/08/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	20.50	4.10	24.60
54 Grass Cutting - MH playpark	10/08/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	86.10	17.22	103.32
55 Pavilion Utilities	13/08/2021		Barclays Community A	BACS	water/sewerage	Wave	Z	74.90		74.90
56 Street Furniture Maintenance	13/08/2021	57/21	Barclays Community A	BACS	Phone Box Library Maintenanc	B Miller Carpentry	Z	150.00		150.00
57 Play Equipment Inspection	18/08/2021		Barclays Community A	BACS	Annual play area inspection	Play Inspection Company Ltd	S	67.50	13.50	81.00
58 Street Furniture	20/08/2021		Barclays Community A	BACS	SaM2 signs	Westcotec	S	80.00	16.00	96.00
59 Pavilion Utilities	30/08/2021		Barclays Community A	BACS	Electricity	Eon	L	53.71	2.69	56.40
65 Pavilion Maintenance	06/09/2021	69/21.c	Barclays Community A	101902	Planings	David J Ward	E	50.00		50.00
60 Grass Cutting -Football pitch	06/09/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	166.05	33.21	199.26
61 Grass Cutting - MH playpark	06/09/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	129.15	25.83	154.98
62 Grass Cutting - Legge Place/!	06/09/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	30.75	6.15	36.90
63 Grass Cutting - Bowls Verge	06/09/2021		Barclays Community A	BACS	Grass cutting	P J & B Jones Ltd	S	24.00	4.80	28.80
64 CCTV	06/09/2021	53/21.c	Barclays Community A	BACS	CCTV	Jack Oughton Electrical Servi	S	1,536.30	307.26	1,843.56
66 Staff Salary & PAYE	10/09/2021		Barclays Community A	BACS	PAYE	H M R C	E	103.60		103.60
67 Staff Salary & PAYE	10/09/2021		Barclays Community A	BACS	Salary	Clerk	E	424.67		424.67
68 Telephone	10/09/2021		Barclays Community A	DD	Telephone	Tamar Telecom	S	4.99	1.00	5.99
Total								3,737.42	458.10	4,195.52

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