

WIGGENHALL ST GERMANS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON MONDAY 23rd JANUARY 2023 at 7.30PM, CONVENED IN THE MEMORIAL VILLAGE HALL.**

Present:

Parish Councillors: Cllrs Rob Keal (Chairman), David Harrison, David Rust, Robert Rawlings, Scilla Ash and Robert Ward.

Parish Clerk: Mike Inder.

Borough Councillor:

County Councillor:

Apologies: Cllrs Margaret Bunkall, Margaret Blackburn, B. Cllr Long and B. Cllr Ayers.

Absences: Nil.

Public: 7.

- 1/23 **Opening & Apologies for absence:** Cllr opened the meeting, reminded everyone that meetings are recorded and received apologies as above that were accepted.
- 2/23 **Declarations of interest for items on the agenda:** All Cllrs were given a dispensation by the clerk to set the budget and precept at 6/23. c.
- 3/23 **To hear reports from officers:** None received.
- 4/23 **To hear from the public:** A member of the public asked if the warm spaces initiative had started as he had not seen advertising. Cllr Ash responded (in her Memorial Hall Ctte capacity) to advise that it had started on 10th Jan and posters and social media had been used to advertise the events held every Tuesday between 9.15am-1pm in the MH with light refreshments at no cost and all welcome.
The lack of a Public Footpath sign for the diverted PRow at the new pumping station was highlighted. (Clerk to contact Access Officer to request sign).
- 5/23 **Approval of Minutes of the meeting held on 28th Nov 2022:** Having been previously circulated, the minutes were proposed by Cllr Rust, seconded by Cllr Ash, and agreed as a true reflection of the meeting. The minutes were signed by the chairman.
- 6/23 **Finance:**
- a. Authorisation of payments: All agreed to authorise and ratify the payments at Annex A.
 - b. Accounts Reconciliation: Accounts reconciliation prepared by the clerk was presented and a sample audit carried out by Cllr Rust.
 - c. The RFO presented an updated draft budget to cllrs ahead of the meeting there were no further comments. The RFO raised a concern that if the play equipment, with it's latest quote at £16,984, was unsuccessful in its CIL Community Fund bid of £15,000 then the PC would not have sufficient funds in the general reserve to proceed in this FY. He suggested the PC considered increasing the Precept by £4k and commit to utilising £4k form the general reserve if the funding was not awarded. It was asked how much that would increase the Council tax by, the RFO stated it would be 67p per month per Band D property. Cllr Rust stated that the park without the swings was poor and proposed that the additional £4k was added to the precept to ensure the swings could be installed regardless of further grants and the budget should take this into account with a precept of £25,095. Cllr Ash seconded the proposal, and it was agreed.

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7/23 Play Park Project:

- a. The establishment and the organisation of the Play Park Working Group was agreed with the volunteers in attendance at the meeting and they were content with the information provided.
- b. The play equipment preferred quote with options as agreed had been updated by Kompan and circulated to cllrs. The cost of £16,984 could rise with inflation between now and the CIL award announcements in March but the general reserve should be able to absorb that cost with the agreed budget.

8/23 Planning.

- a. Update on current applications:
 - i. [22/01151/FM](#) | Installation of a Battery Energy Storage (BESS) | Land NW of High Road Saddlebow: EOT query. An extension of time has been granted while more consultation on flooding aspects taking place. No further action deemed necessary but being followed with interest.
 - ii. [22/01549/RM](#) | Reserved Matters: Construction of 4 Detached Dwelling Houses | Land NW of Willow Farm 45 Mill Road Wiggshall St Germans Norfolk: PC PROW location and footbridge queries addressed (ongoing research to PROW location and change to piped crossing instead of bridge), PROW aspects resolved, BC Neighbourhood and Nuisance officer has raised a holding objection while further consultation is conducted regarding water management and clarified.
- b. Applications to consider:
 - i. [22/02277/F](#) | Demolish of the existing conservatory. The erection of a two storey and part single storey extension. | 74 Mill Road Wiggshall St Germans King's Lynn Norfolk PE34 3HL. The Council considered the plans and agreed to support as there were no material concerns.
- c. Decisions notified by Borough since last meeting:
 - i. None.

9/23 Dignity at Work Policy – as part of the Civility and Respect pledge there is a requirement to adopt a Dignity at Work policy; the NALC template was put forward for adoption, proposed by Cllr Ash, seconded by Cllr Ward and adopted.

10/23 Updates on actions from previous meetings:

- a. Cllr Rust had discussed the issue with the contractor who installed the fence and he suggested that rather than extending the fence which may obstruct farm machinery access on the adjacent land, that a ditch/trench could be dug along the boundary to prevent vehicular access without creating an above ground obstruction. This solution was agreed by stakeholders and Mr Caley kindly arranged for the work to be completed in December, a vote of thanks to Mr Caley was given. Cllr Ward had obtained quotes for materials to be delivered to top up the car park, further quotes to be obtained and reported on.
- b. Overgrown hedge on Mill Road on the boundary of the vacant plot between 62 and 72. The hedge and brambles were reported to the NCC and although initially assessed as not requiring urgent work it has subsequently been cut.

11/23 Traffic and Highways Issues:

- a. To receive update on the installation of posts on the corner of School/Lynn Rd. Clerk has meeting with Highways on 26 Jan for updates.
- b. SAM2 report – Cllr Keal had sent the data for the last 3 sites to the clerk, on analysis there is a concern at the school site, during pick up and drop off times the 85th percentile is 35mph, this is deemed high enough to trigger a request for enforcement activity via the Police Neighbourhood Team Priority Setting Meeting at the next opportunity.
- c. To receive update from the Road Safety Steering Group. Cllr Rust reported no further update pending the NCC PPS application announcements in March..
- d. Update on Fitton Rd/Lynn R junction – Cllr Keal reported that he had researched suitable signage and not identified any. He is arranging a meeting with County Cllr Long to review previous options discounted and explore options not considered.

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- 12/23 **Correspondence:** The following correspondence has been received and was circulated by email for consideration:
- a. Reports of waste sacks accumulating at the former hairdresser's. Cllr Ward had spoken with the property owner and after 2 weeks the situation has not been resolved. Clerk to report to the BC Neighbourhood and Nuisance officer.
 - b. Repeat reports of streetlighting not working – School Rd/Turrell Close and the Surrey St bus stop. Hastened with Westcotec twice, still reported as not working. Clerk to ask for work to be expedited.
 - c. Email from resident with several questions re Fitton Rd/Lynn Rd junction. Responded to with previous agreed information and perspectives.
 - d. Notice of [Watlington Neighbourhood Plan consultation](#) – closing date 30 Jan 23.
 - e. Correspondence from Keoghs Solicitors re-claim for VAT for Streetlight Ins claim 2020. Clerk has responded asking for evidence that the request is legitimate.
 - f. Memorial Hall playing field gate to School Lane – report of unauthorised locking. The Council confirmed that it had no knowledge of the lock being put on and it was subsequently cut off. The dispute with the residents and the school is one for the school to resolve as the PC has no jurisdiction.
- 13/23 Trod to Wiggshall St Marys proposal – Cllr Ash reported that the majority of the work proposed has been completed and the path is being used. There is some outstanding gate and fence work still to be carried out on an opportunity basis.
- a. Signage – Cllr Ash queried whether PRoW signs could be used as it was a permissive path and if so, could the NCC provide those? The clerk will contact the Access Officer for advice.
- 14/23 LTPF – To receive AFC Lynn updates: The clerk had received a request from AFC Lynn to install a gravel path from the car park to the front door as with increased footfall the grass is slippery and muddy. Council agreed.
- 15/23 **Items for the agenda of the next meeting of the Parish Council to be held on 27th March 2023:**
- a. Play Park Steering Group to be a standing agenda item.

The Chairman thanks those present for their contributions and closed the meeting at 8.08pm

Signature:

Chairman

Date

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

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Annex A

Payments for Authorisation since last meeting.

DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
23/11/2022	EE	CCTV Sim V02049191079	76	DD	10.92
24/12/2022	Tamar Telecommunications	Virtual Phone Inv 3733080	77	DD	6.29
18/12/2022	HMRC	PAYE Mth 9 & Arrears	78	BACS	127.20
28/12/2022	M Inder	Salary, Arrears & Expenses Mth Dec	79	BACS	539.48
24/12/2022	E-On Next	Pavilion Electricity 88006119	80	BACS	4.28
05/01/2023	Wiggenhall St Germans Memorial	Hall Hire May 21 - Nov 22	81	BACS	150.00
15/12/2022	EE	CCTV Sim V02058529510	82	DD	10.92
10/01/2023	Tamar Telecommunications	Virtual Phone Inv 3747612	83	DD	6.29
18/01/2023	HMRC	PAYE Mth 9 & Arrears	84	BACS	116.40
31/01/2023	M Inder	Salary, Arrears & Expenses Mth Dec	85	BACS	476.48
14/01/2023	NPower	Streetlighting Electric - IN05834473	86	BACS	273.83
15/01/2023	EE	CCTV Sim V02068430023	87	DD	10.92

Income Since the last meeting

30/11/2022	Bowls Club	Water Recharge inv 21	24	Chq	399.50
05/12/2022	Barclays	Interest	4	Bank Credit	16.50

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